

FORWARD PLAN

March 2020 - June 2020

Published on: 12/03/20

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
Nadeem Murtuja	Interim Executive Director (Communities)
Paul Leo	Interim Director of Housing
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

STANDING ITEM : DECISIONS ON ACQUISITIONS AND DISPOSALS WITHIN THE COMMERCIAL PROPERTY PORTFOLIO INVESTMENT STRATEGY

ITEM 1: ID: I022798	PROPERTY INVESTMENT PORTFOLIO ANALYSIS AND STRATEGY REPORT
Cabinet resolved at its meeting on 19 December 2019 to note that the Leader will delegate the authority for decisions in relation to individual property transactions to the Cabinet Member for Finance and Asset Management.	
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 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Preceded by consultation	N/A
Decision Taker	Cabinet 19 Dec 2019 Deputy Leader - Finance and Asset Management Before 31 Mar 2024
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

STANDING ITEM: DECISIONS ON PROPERTY OR DEVELOPMENT PURCHASES OVER £500,000 FOR AFFORDABLE HOUSING

ITEM 2: ID: I023209	USE OF S106 AND RETAINED RIGHT TO BUY RECEIPTS TO INCREASE THE PROVISION OF MORE AFFORDABLE HOUSING
Cabinet, at its meeting on 22 January 2020, delegated authority to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any property or development purchases over £500,000 for affordable housing, within the project approval granted at that meeting.	
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 22 Jan 2020 Chief Executive 31 Mar 2022
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

KEY DECISIONS DELEGATED TO OFFICERS

ITEM 3: ID: I021125	PROJECT APPROVAL FOR THE ACQUISITION OF PROPERTIES INTO THE HOUSING REVENUE ACCOUNT
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.	
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	Regeneration and Major Projects Manager Before 31 Mar 2021
Executive Lead Member	Affordable Housing
Lead Officer	Executive Director (Development)
Report Contact	Jane Winfield, Regeneration and Major Projects - Team Manager / Director Housing Companies - Tel: 01865 252551 jwinfield@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
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Chief Executive Before 30 Sep 2020
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: 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
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Chief Executive Before 30 Sep 2020
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Chief Executive
Report Contact	Tim Sadler, Transition Director / Chairman Direct Services Companies Tel: 01865 252101 tsadler@oxford.gov.uk

ITEM 6: ID: I021261	THE DELIVERY ARRANGEMENTS FOR ADDITIONAL AFFORDABLE HOUSING - SALE OF SITES TO OCHL
Delegated authority to the Assistant Chief Executive in consultation with the Head of Finance and Head of Law and Governance to approve the sale of sites as set out in the OCHL business plan to OCHL providing that such sales comply with the mechanism set out in paragraph 31 of this report and s123 of the Local Government Act 1972, and are made on the basis that following development all affordable housing units at the sites would be purchased back by the Council through the Housing Revenue Account.	
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 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Preceded by consultation	
Decision Taker	Assistant Chief Executive Before 30 Sep 2020
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 7: ID: I024041	LUCY FAITHFULL HOUSE - OFFICER DECISION
Delegated authority to dispose of the freehold interest in Lucy Faithfull House following decision of the City Executive Board in January 2018.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Chief Executive Before 30 Sep 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

REPORTS TO CABINET AND COUNCIL

CABINET: 11 MARCH 2020

ITEM 8: 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 11 Mar 2020
Executive Lead Member	Affordable Housing
Lead Officer	Executive Director (Development)
Report Contact	Paul Walker, Interim Projects Director, Regeneration Team pwalker2@oxford.gov.uk

ITEM 9: ID: I022878	ANNUAL REPORT ON GENDER PAY GAP Report Status: Confirmed for this meeting
A report to fulfil a requirement to report annually on the gender pay gap.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 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

ITEM 10: ID: I021773	INTEGRATED PERFORMANCE REPORT FOR QUARTER 3 2019/20 Report Status: Confirmed for this meeting
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

ITEM 11: ID: I024186	UPDATE OF HOUSING ASSISTANCE AND DISABLED ADAPTATION POLICY Report Status: Confirmed for this meeting
Minor changes to allow clarification around discretionary grant and joint custody arrangements	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	N/A
Decision Taker	Cabinet 11 Mar 2020
Executive Lead Member	Councillor Mike Rowley
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Becky Walker, Home Improvement Agency Team Manager bwalker@oxford.gov.uk

ITEM 12: ID: I024214	ALLOCATION OF GROWTH DEAL FUNDS TO OXFORD CITY COUNCIL Report Status: Confirmed for this meeting
To delegate authority to officers to arrange the allocation of Growth Deal funds from Oxfordshire County Council to Oxford City Council.	
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	Leader, Economic Development and Partnerships, Planning and Sustainable Transport

Lead Officer	Executive Director (Development)
Report Contact	Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk

ITEM 13: ID: I024220	CIL CHARGING SCHEDULE Report Status: Confirmed for this meeting
For Cabinet to consider options relating to the CIL Charging Schedule review.	
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 Mar 2020
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Head of Planning Services
Report Contact	Sarah Harrison, Team Leader (Planning Policy) Tel: 01865 252015 sbharrison@oxford.gov.uk

COUNCIL 30 MARCH

ITEM 14: ID: I022334	PAY POLICY STATEMENT 2020 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

ITEM 15: ID: I023197	OUTSIDE ORGANISATION REPORT - OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP (LEP) Report Status:
Purpose: to update Council on the work of this outside organisation.	
Key Decision	Not Key
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Council 30 Mar 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	
Report Contact	Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk

CABINET 15 APRIL

ITEM 16: ID: I022534	OXFORD CITY COUNCIL BUSINESS PLAN 2020-21 Report Status: Provisional: Awaiting further information, advice or input.
One 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 15 Apr 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

ITEM 17: ID: I024510	2019-20 ANNUAL UPDATE ON THE OXFORD CITY COUNCIL CORPORATE PLAN 2016-20. Report Status: Confirmed for this meeting
To provide an update on the Oxford City Council Corporate Plan 2016-20.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Apr 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Assistant Chief Executive
Report Contact	Mish Tullar, Corporate Policy, Partnership and Communications Manager MTullar@oxford.gov.uk

COUNCIL 20 MAY ANNUAL MEETING

COUNCIL 08 JUNE

CABINET 10 JUNE

ITEM 18: ID: I023386	STREET NAMING AND NUMBERING POLICY Report Status: Provisional: Awaiting further information, advice or input.
Revised Street Naming and Numbering Policy for adoption	
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 10 Jun 2020
Executive Lead Member	Safer Communities and Customer Focused Services
Lead Officer	Head of Law and Governance
Report Contact	Emma Griffiths, Lawyer Tel: 01865 252208 egriffiths@oxford.gov.uk

ITEM 19: 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.
Decision Taker	Cabinet 10 Jun 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Executive Director (Development)
Report Contact	Dan Hodge, Principal Regeneration & Economic Development Officer dhodge@oxford.gov.uk, Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk

ITEM 20: 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 10 Jun 2020
Executive Lead Member	Supporting Local Communities
Lead Officer	Executive Director (Communities & Customers) (Interim)
Report Contact	Hagan Lewisman, Active Communities Manager

ITEM 21: ID: I019467	OXPENS REDEVELOPMENT UPDATE Report Status: Provisional
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 Heads of Terms discussions. 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 10 Jun 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Chief Executive
Report Contact	Tom Bridgman, Executive Director (Development) tbridgman@oxford.gov.uk

ITEM 22: ID: I024161	FUSION LIFESTYLE'S ANNUAL SERVICE PLAN FOR OXFORD LEISURE FACILITIES (2020/21) Report Status: Provisional: Decision needs further consideration or information
To recommend that Cabinet endorses Fusion Lifestyle's Annual Service Plan (2020/21) for the continuous development, management and operation of leisure services in Oxford.	
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 Applicable
Decision Taker	Cabinet 10 Jun 2020
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Community Services
Report Contact	Lucy Cherry, Leisure and Performance Manager Tel: 01865 252707 lcherry@oxford.gov.uk

ITEM 23: ID: I024380	PROPOSAL TO IMPROVE THE PRIVATE RENTED SECTOR THROUGH SELECTIVE LICENSING Report Status: Confirmed for this meeting
The report provides findings from a review carried out into the housing conditions within the private rented sector and seeks approval from members to conduct a statutory consultation into the introduction of selective licensing of the private rented sector across the city	
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	Statutory consultation will be carried via various methods including online, face to face interviews and events with stakeholders, open events
Decision Taker	Cabinet 10 Jun 2020
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Gail Siddall, Team Leader , HMO Enforcement Team_gsiddall@oxford.gov.uk

ITEM 24: ID: I024379	REVIEW OF THE ADDITIONAL HMO LICENSING SCHEME Report Status: Confirmed for this meeting
The report provides findings from a review carried out for the HMO Licensing Scheme and seeks approval from members to conduct a statutory consultation to renew the scheme in January 2021	
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	Statutory consultation will be undertaken - this will include online/ face to face and stakeholder interviews and events -
Decision Taker	Cabinet 10 Jun 2020
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Gail Siddall, Team Leader , HMO Enforcement Team gsiddall@oxford.gov.uk

ITEM 25: ID: I024507	SAFEGUARDING REPORT 2020/21 Report Status: Provisional: Awaiting further information, advice or input.
To report on the progress made on the Oxford City Council's Safeguarding Action Plan 2019/20	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 10 Jun 2020
Executive Lead Member	Safer Communities and Customer Focused Services
Lead Officer	Assistant Chief Executive
Report Contact	Daniella Granito dgranito@oxford.gov.uk

ITEM 26: ID: I024511	ZERO EMISSION ZONE Report Status: Confirmed for this meeting
Decision on whether to support Oxfordshire County Council's introduction of the Red Zone Zero Emission Zone	
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 10 Jun 2020
Executive Lead Member	Zero Carbon Oxford
Lead Officer	Executive Director (Development)
Report Contact	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 27: ID: I024509	QUARTERLY INTEGRATED PERFORMANCE 2019/20 - Q4 Report Status: Provisional: Awaiting further information, advice or input.
A report to update Members on Finance, Risk and Performance as at the end of the financial year.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 10 Jun 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 28: ID: I024505	ADOPTION OF OXFORD LOCAL PLAN 2036 Report Status: Provisional: Decision reliant on another action or process
For Council to adopt the Oxford Local Plan 2036, including any modifications put forward by the government-appointed inspectors as necessary to make the Plan sound.	
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 10 Jun 2020
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Head of Planning Services
Report Contact	Sarah Harrison, Team Leader (Planning Policy) Tel: 01865 252015 sbharrison@oxford.gov.uk

CABINET 15 JULY

ITEM 29: ID: I024439	PROCUREMENT STRATEGY 2020 - 2024 Report Status: Provisional: Awaiting further information, advice or input.
To present the Councils Strategy for the Procurement of Goods and Services for the period 2020- 2024	
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	Fully exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Preceded by consultation	
Decision Taker	Cabinet 15 Jul 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Annette Osborne annette.osborne@odsgroup.co.uk

ITEM 30: ID: I024440	HOUSING DELIVERY PLAN Report Status: Provisional: Awaiting further information, advice or input.
On 13 February 2020, Government published the results of the Housing Delivery Test for 2019. The Housing Delivery Test compares how many homes were built in Oxford over the last three years against how many homes were needed during the same period. The Council's result fell below 95% (scoring 70%) meaning that a Housing Delivery Test Action Plan (Housing Delivery Plan) must be published. This report introduces the Housing Delivery Plan for Cabinet to approve.	
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 15 Jul 2020
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Executive Director (Development)
Report Contact	Tom Rice, Principal Planner trice@oxford.gov.uk

COUNCIL 20 JULY CABINET 12 AUGUST

CABINET 09 SEPTEMBER

ITEM 31: ID: I024512	COUNCIL TAX REDUCTION SCHEME FOR 2021/22 Report Status: Confirmed for this meeting
A report to seek approval for proposals for consultation on changes to the Council's Council Tax Reduction Scheme for 2021/22.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Sep 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

ITEM 32: ID: I024513	QUARTERLY INTEGRATED PERFORMANCE 2020/21 - Q1 Report Status: Confirmed for this meeting
A report to update Members on Finance, Risk and Performance as at 30 June 2020.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Sep 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services, Head of Business Improvement
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 33: ID: I024514	TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2019/20 Report Status: Confirmed for this meeting
A report to set out the Council's Treasury Management activity and performance for the financial year 2019/2020.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Sep 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

CABINET 14 OCTOBER

COUNCIL 05 OCTOBER

ITEM 34: ID: I024506	ADDITIONAL HMO LICENSING SCHEME RENEWAL Report Status: Provisional: Decision reliant on another action or process
To report on the findings of the consultation and to seek approval for the next steps in relation to additional HMO licensing in the city	
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 14 Oct 2020
Executive Lead Member	Affordable Housing
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Gail Siddall, Team Leader , HMO Enforcement Team gsiddall@oxford.gov.uk

CABINET 11 NOVEMBER

COUNCIL 30 NOVEMBER

ITEM 35: ID: I024517	WORKPLACE EQUALITIES AND ACTION PLAN Report Status: Provisional: Awaiting further information, advice or input.
A report to seek approval for the publication of the annual Workforce Equality Report and report on progress on the Equalities Action Plan 2018 to 2021.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Nov 2020
Executive Lead Member	Safer Communities and Customer Focused Services
Lead Officer	Assistant Chief Executive
Report Contact	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

CABINET 09 DECEMBER

ITEM 36: ID: I024518	BUDGET 2021/2022 Report Status: Confirmed for this meeting
A report to propose a Medium Term Financial Strategy and the 2021/22 Budget for 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	
Decision Taker	Cabinet 9 Dec 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 37: ID: I024519	QUARTERLY INTEGRATED PERFORMANCE 2020/21– Q2 Report Status: Confirmed for this meeting
A report to update Members on Finance, Risk and Performance as at 30 September 2020.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Dec 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services, Head of Business Improvement
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 38: ID: I024520	COUNCIL TAX REDUCTION SCHEME 2021/2022 Report Status: Confirmed for this meeting
A report to seek approval for the Council's Council Tax Reduction Scheme for 2021/22 following 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	
Decision Taker	Cabinet 9 Dec 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

ITEM 39: ID: I024521	TREASURY MANAGEMENT MID –YEAR REPORT Report Status: Confirmed for this meeting
A report to report on the performance of the Treasury Management function for the 6 months to 30 September 2020	
Key Decision	Not Key
Item open to the public or exempt	Open -

Preceded by consultation	
Decision Taker	Cabinet 9 Dec 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

CABINET 20 JANUARY

COUNCIL 25 JANUARY

CABINET 10 FEBRUARY

ITEM 40: ID: I024522	TREASURY MANAGEMENT STRATEGY 2021/22 Report Status: Confirmed for this meeting
A report to present the Council's Treasury Management Strategy for 2021/22.	
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 10 Feb 2021
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: I024523	BUDGET 2021/22 Report Status: Confirmed for this meeting
A report to present the outcome of the budget consultation and agree the Council's Medium Term Financial Strategy for 2022-23 to 2024-25 and 2022-22 Budget for recommendation to Council.	
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 10 Feb 2021
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 42: ID: I024524	ANNUAL UPDATE OF THE COUNCIL BUSINESS PLAN 2021/22 Report Status: Provisional: Awaiting further information, advice or input.
A report to update the Council Business Plan for 2021/22	
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 10 Feb 2021
Executive Lead Member	Leader, Economic Development and Partnerships

Lead Officer	Assistant Chief Executive
Report Contact	Mish Tullar, Corporate Policy, Partnership and Communications Manager MTullar@oxford.gov.uk

ITEM 43: ID: I024525	GRANT ALLOCATIONS TO COMMUNITY AND VOL ORGS 2021/22 Report Status: Confirmed for this meeting
A report to make decisions on the allocation of grants to the community and voluntary organisations for 2021/2022.	
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 10 Feb 2021
Executive Lead Member	Supporting Local Communities
Lead Officer	Head of Community Services
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 44: ID: I024526	CAPITAL STRATEGY 2021-22 Report Status: Confirmed for this meeting
A report to present the Capital Strategy for 2021/22 approval.	
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 10 Feb 2021
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 45: ID: I024527	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS 2021/22 Report Status: Confirmed for this meeting
A report to approve the allocation of homelessness prevention funds for 2021/22.	
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 10 Feb 2021
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Housing Services
Report Contact	Sheetal Tanna, Senior Commissioning Officer Stanna@oxford.go.uk, Polly McKinlay, Senior Commissioning Officer pmckinlay@oxford.gov.uk

COUNCIL 17 FEBRUARY

COUNCIL 25 FEBRUARY

CABINET 10 MARCH

ITEM 46: ID: I024529	INTEGRATED PERFORMANCE REPORT FOR Q3 Report Status: Confirmed for this meeting
A report to update Members on Finance, Risk and Performance as at 31 December 2020	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 10 Mar 2021
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services, Head of Business Improvement
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

COUNCIL 29 MARCH