

Forward Plan

June 2021 to March 2022

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What is the Forward Plan?

The Forward Plan gives information about all decisions the Cabinet is expecting to take and significant decisions to be made by Council or other Council committees over the next four months.

It also contains information about decisions of significance to be taken in the forthcoming year.

What information is in the plan?

Each item 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, but it may be necessary for items to be rescheduled.

An up to date Forward Plan is published on the Council's website monthly. New issues or changes to existing issues are set out in each plan or may be added directly to the website in between publication dates.

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](#):

A printed copy of Forward Plan is available to view at the Town Hall.

Private meetings

Some or all, of the information supporting decisions in the Forward Plan may be taken at a meeting not open in part, or in whole to the press or public. Items that contain confidential information that will be excluded from the public 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 and Members Services at least 7 working days before the decision is due to be made. This can be done by contacting

Committee and Members Services

SAC 3.8, St Aldate's Chambers, St Aldate's, Oxford OX1 1DS

cabinetreports@oxford.gov.ukk

The Council's decision-making process

Further information about the Council's decision making process can be found in the Council's [Constitution](#) or inspected at the Town Hall.

Oxford City Council Cabinet Members and Senior Officers

Cabinet Member (councillors)	Portfolio
Susan Brown, Council Leader	Economic Development and Partnerships
Tom Hayes, Deputy Leader	Green Transport & Zero Carbon Oxford
Ed Turner, Deputy Leader	Finance and Asset Management
Lubna Arshad	Parks and Waste Reduction
Shaista Aziz	Inclusive Communities
Diko Blackings	Affordable Housing, Housing Security and Housing the Homeless
Mary Clarkson	Culture Leisure and Tourism
Alex Hollingsworth	Planning and Housing Delivery
Mike Rowley	Customer Focused Services
Louise Upton	Safer, 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
Susan Sale	Head of Law and Governance / Monitoring Officer
Ian Brooke	Head of Community Services
Stephen Clarke	Head of Housing Services
Adrian Arnold	Head of Planning Services
Nigel Kennedy	Head of Financial Services/Section 151 Officer
Ian Wright	Head of Regulatory Services & Community Safety
Carolyn Plozynski	Head of Regeneration & Economy
Jane Winfield	Head of Corporate Property

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 Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
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
Cabinet 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 Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 22 Jan 2020 Chief Executive 15 Jun 2020 Chief Executive 14 Sep 2020 Chief Executive 31 Mar 2022
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
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

Standing item: Land acquisition and Project Approvals for the development of homes in the HRA

ITEM 3: ID: I024856	Land acquisition and Project Approvals for the development of homes in the HRA
Cabinet, at its meeting on 09 September 2020, delegated authority to:	
<ol style="list-style-type: none"> 1. The Director of Housing, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into agreements for the purchase of land, and any other necessary agreements or contracts and/or spend within the identified budget, for the provision of additional affordable housing; and 2. 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 this project approval and budget envelope. 	

Key Decision	Yes
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	Cabinet 9 Sep 2020 Council 5 Oct 2020 Officer Executive Decisions 1 Mar 2021 Chief Executive Before 31 Mar 2022
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
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

Standing Item: The Delivery Arrangements for Additional Affordable Housing

ITEM 4: ID: I021261	The Delivery Arrangements for Additional Affordable Housing
<p>To authorise the transfer by sale of land at Carole's Way and The Oval, Rose Hill to Oxford City Housing (Development) Limited (OCH(D)L) and Oxford City Council to purchase the completed development</p> <p>As part of Oxford City Council's City Executive Board decision on 17 March 2016 to establish Oxford City Housing Limited it was agreed that the Council's wholly owned Housing Company OCH(D)L would develop new affordable housing with a range of tenures.</p> <p>OCH(D)L has obtained planning permission to deliver 43 affordable homes (18/0217/FUL for The Oval, and 18/0218/FUL for Carole's Way).</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
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	Council Assistant Chief Executive Before 31 Mar 2022
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Assistant Chief Executive
Report Contact	Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

Standing Item Programme approval and allocation for Public Sector Decarbonisation Funding

ITEM 5: ID: I026424	Programme approval and allocation for Public Sector Decarbonisation Funding
<p>This decision is at Decision Point B. The decision delivers approval of further expenditure up to £600k in pre-construction services fees to take the programme/projects to Decision Point C which will be the decision whether or not to proceed with for construction. In addition, it delivers the approval to instruct Wilmot Dixon to place an order of materials for £1,702,486.40 say £1,75million to manage lead in items. It is important to note that after this approval is granted by the Delegated officer, the Programme Manager will only allow the Contractor to place material orders after the consultants have issued the Carbon Calculations to confirm the works are within the required envelope of £500/t carbon saved. This is anticipated to be in week commencing 17 May 21.</p> <p>The total commitment = £2,302,486.40 say £2.35million.</p> <p>However, should the Council decide to terminate the order of materials, we have obtained a schedule of cancellation costs issued by Wilmot Dixon which are dependent on the timing of the termination, with minimal costs incurred prior to week commencing 24 May 21.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 10 Feb 2021 Transition Director Before 31 Mar 2021 Head of Corporate Strategy 6 May 2021 Executive Director (Development) Before 31 Dec 2021
Cabinet Lead Member	Deputy Leader - Green Transport and Zero Carbon Oxford

Lead Officer	Executive Director (Development)
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

KEY DECISIONS DELEGATED TO OFFICERS

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 Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Executive Director (Development) Before 31 Mar 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Chief Executive
Report Contact	Tom Bridgman, Executive Director (Development) tbridgman@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 31 Mar 2021
Cabinet Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Alan Wylde, Housing Development Manager Tel: 01865 252319 awylde@oxford.gov.uk

ITEM 8: ID: I025039	Temporary Staffing Contract
Cabinet, at its meeting on 12 August 2020, delegated authority to the Chief Executive to award a contract for the supply of Temporary Staffing following the procurement exercise outlined in the report before it that day.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 12 Aug 2020 Chief Executive Before 31 May 2021
Cabinet Lead Member	Cabinet Member for Customer Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Matthew Stevenson mstevenson@oxford.gov.uk

ITEM 9: ID: I025338	Implementation of the Housing Infrastructure Funding for Oxford North (Northern Gateway)
Cabinet, at its meeting on 09 September 2020, delegated authority to the Executive Director for Development, in consultation with the Cabinet Member for Planning and Housing Delivery, and the Head of Law and Governance, to:	
<ul style="list-style-type: none"> a) Finalise the legal agreement with the developer Thomas White Oxford (“TWO”); b) Enter into the legal agreement to secure the delivery of the Housing Infrastructure Funding (“HIF”) funded infrastructure at Oxford North; c) Secure the HIF funding and implementation of the HIF agreements, including the provision of funding to TWO; and d) Agree any changes necessary to the HIF agreement with Homes England to facilitate the securing of the HIF funding, the delivery of the infrastructure and the recouping of funding. 	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
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) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
Preceded by consultation	
Decision Taker	Cabinet 9 Sep 2020 Executive Director (Development) Before 30 Jun 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 10: ID: I025819	Project Approval and Allocation of Next Steps Accommodation Programme Funding for Affordable Housing Delivery & Homelessness Prevention
Cabinet, at its meeting on 11 November, delegated authority to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any agreements over £500,000 for affordable housing, within the project approval given at the meeting and budget envelope.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Nov 2020 Council 30 Nov 2020 Chief Executive Before 31 Mar 2022
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
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 11: ID: I025687	Project Approval and Allocation of Housing and Growth Deal Funding for Affordable Housing Delivery
Cabinet, at its meeting on 14 October 2020 delegated authority to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset	

Management, and Affordable Housing, to approve any agreements over £500,000 for affordable housing, within the project approval and budget envelope agreed at that meeting.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 14 Oct 2020 Council 30 Nov 2020 Chief Executive Before 31 Mar 2022
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
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 12: ID: I025977	Legionella Control Services
Cabinet, at its meeting on 09 December 2020, delegated authority to Executive Director of Housing, after consultation with the Monitoring Officer and the s151 Officer to award the Legionella control contract to the successful supplier(s) following a tender process undertaken in accordance with the Public Contracts Regulations 2015.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Dec 2020 Officer Executive Decisions 31 Jul 2021
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Paul Worts, Property Health & Safety Compliance Manager Pworts@oxford.gov.uk

ITEM 13: ID: I025978	Lift Maintenance and Repair
Cabinet, at its meeting on 09 December 2020, delegated authority to Executive Director of Housing, after consultation with the Monitoring Officer and the s151 Officer to award the Lift Maintenance and Repair Services contract to the successful supplier(s) following completion of a tender process undertaken in accordance with the Public Contracts Regulations 2015.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Dec 2020 Officer Executive Decisions Before 31 Jul 2021
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Paul Worts, Property Health & Safety Compliance Manager Pworts@oxford.gov.uk

ITEM 14: ID: I025955	Meanwhile in Oxfordshire...Programme
Cabinet, at its meeting on 09 December 2020, delegated authority to:	
<ol style="list-style-type: none"> 1. The Executive Director-Development in consultation with the Council's Section 151 Officer, the Head of Law and Governance and the Leader of the Council, to: <ol style="list-style-type: none"> a. Agree and enter into grant funding arrangements and contractual terms with OxLEP for £1.875m in Getting Building Fund funds for the delivery of 'Meanwhile in Oxfordshire'; and to b. Enter into contract with an operator, subject to an appropriate procurement process; and to allocate appropriate internal project management resource to deliver the project from the allocated funding. 2. The Executive Director-Development to take any further steps necessary to comply with the grant funding conditions and to deliver the project within the identified budget in order to meet the challenging timescales of the project including explicit permission to enter into an OJEU compliant procurement process and taking account of any prevailing UK legislation at time of procurement to contract a Meanwhile Operator. 	

Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Dec 2020 Executive Director (Development) Before 30 Apr 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Steve Weitzel, Regeneration Manager sweitzel@oxford.gov

ITEM 15: ID: I025648	1-3 George Street refurbishment
Cabinet, at its meeting on 20 January, delegated authority to the Executive Director Development, in consultation with the Council's Section 151 Officer and the Head of Law and Governance, to agree and enter into a building contract for the refurbishment works and associated professional services, following the conclusion of a current procurement exercise.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
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	Cabinet 20 Jan 2021 Council 25 Jan 2021 Executive Director (Development) Before 30 Apr 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Andrew Humpherson, Regeneration Manager Ahumpherson@oxford.gov.uk

ITEM 16: ID: I026291	Project proposal and delegated authority to award a hybrid print and post contract.
Cabinet, at its meeting on 20 January 2021, delegated authority to the Executive Director of Communities and Customer Services to award a contract for the Supply of a hybrid print and post solution for the Council.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 10 Feb 2021 Executive Director (Communities & Customers) (Interim) Before 30 Jul 2021
Cabinet Lead Member	Cabinet Member for Customer Focused Services
Lead Officer	Executive Director (Communities & Customers) (Interim)
Report Contact	Tim Martin, OCHL project team tmartin@oxford.gov.uk

ITEM 17: ID: I027481	Barton Acquisition of Property
The City Executive Board, at its meeting on 10 July 2013, delegated authority to the Executive Director, Regeneration and Housing in consultation with the Head of Finance to authorise the Council's entry into required legal documentation with Barton Oxford LLP to give effect to the matters raised in the report concerning the purchase of the affordable (social rented) housing from Barton Oxford LLP and related matters.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Officer Executive Decisions Before 31 Jul 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Will McKay wmckay@oxford.gov.uk

ITEM 18: ID: I027484	Supply of Non-Household Water and Wastewater Services
Delegated Authority to the Head of Corporate Strategy to award a contract for the supply of non-household water and wastewater services, in line with the recommendations of the Cabinet Report of 22 January 2020 <i>Becoming a net zero council in terms of greenhouse gas emissions: Energy & Water Supply procurement 2020 to 2024.</i>	
Key Decision	Yes
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Head of Corporate Strategy Before 31 Jul 2021
Cabinet Lead Member	Deputy Leader - Green Transport and Zero Carbon Oxford
Lead Officer	Executive Director (Development)
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

REPORTS TO CABINET AND COUNCIL

Cabinet 16 June 2021

ITEM 20: ID: I026260	Housing First programme
To seek project authorisation for a Housing First programme with the aim of supporting the council's objective to end rough sleeping.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Paul Wilding, System Change Manager - Homelessness Prevention Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 21: ID: I026741	Approval to proceed and undertake the executive function of Cherwell District Council for housing allocation identified in the Duty to Cooperate.
Approval of exercising the Duty to Cooperate with Cherwell District Council to meet Oxfordshire's unmet housing need and an update on the wider Oxon district agreements with West Oxfordshire District Council, and South and Vale District Council.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Deborah Wyatt, Affordable Housing Supply Senior Programme Officer dwyatt@oxford.gov.uk

ITEM 22: ID: I026330	Oxford City Council Safeguarding Report 2019/20
To report on the progress made on the Oxford City Council's Safeguarding Action Plan 2019/20	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	This will be brought to March Cabinet on 10/3, while Scrutiny is 2/3 – papers for which will be published on 22/2
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Cabinet Member for a Safer, Healthier Oxford
Lead Officer	
Report Contact	Laura Jones, Safeguarding Coordinator Ljones@oxford.gov.uk

ITEM 23: ID: I025999	Covered Market Leasing Strategy
There is a 10 year leasing strategy for the Covered Market which was agreed in 2015. The strategy is due to be refreshed at Year 5 (2020) to ensure it continues to reflect the ambitions and strategies for the Market.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	Consultation has been carried out with Covered Market traders along with external stakeholders including, but not limited to, adjoining colleges, Oxford Preservation Trust and Westgate Centre.
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Regeneration and Major Projects Manager
Report Contact	

ITEM 24: ID: I027057	The Housing, Homelessness and Rough Sleeping Strategy – Homelessness Review and Evidence base
A report presenting the findings of the homelessness review and wider evidence base that will inform the new Housing, Homelessness and Rough Sleeping Strategy for Oxford, alongside the draft priorities for the new strategy, and seeks approval for the launch of a visioning 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 [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	The report will seek approval to go out for a visioning consultation to collect views on the homelessness review and draft priorities, in order to guide and inform strategy development. The consultation is expected to be held through the summer. Later in the year a full statutory consultation will be held on the draft strategy, following a further report to cabinet for approval.
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless

Lead Officer	Head of Housing Services
Report Contact	Richard Wood, Strategy & Service Development Manager Rwood@oxford.gov.uk

ITEM 25: ID: I027016	Salix decarbonisation grant funding
To seek approval to use part of Salix grant funding for decarbonisation projects as a loan to the Low Carbon Hub.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Deputy Leader - Green Transport and Zero Carbon Oxford
Lead Officer	Executive Director (Development)
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 26: ID: I027209	County-Wide Transformation of Rough Sleeping
To update and seek approval on various workstreams linked to the county-wide work on rough sleeping and single homelessness	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Nerys Parry, Housing Strategy & Needs Manager nparry@oxford.gov.uk

ITEM 27: ID: I027258	Wolvercote Neighbourhood Plan
The Wolvercote Neighbourhood Plan sets out statutory planning policies specific to the Wolvercote Neighbourhood Plan area. The document is to go to Council to be 'made' following the referendum.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021 Council 26 Jul 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Sarah Harrison, Team Leader (Planning Policy) Tel: 01865 252015 sbharrison@oxford.gov.uk

ITEM 28: ID: I027256	Statement of Community Involvement
The Statement of Community Involvements sets out how and when engagement in the planning process will take place. This includes in relation to planning applications and in the relation to planning policy documents. Consultation has taken place on the draft document and now the document is to be taken to Cabinet 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 [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Jun 2021 Council 26 Jul 2021
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Sarah Harrison, Team Leader (Planning Policy) Tel: 01865 252015 sbharrison@oxford.gov.uk

Cabinet 21 July 2021

ITEM 29: ID: I027011	Integrated Performance Report for Q4
A report to Members on Finance, Risk & 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 21 Jul 2021
Cabinet Lead Member	Deputy Leader (Statutory) - 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 30: ID: I027010	Appointments to outside bodies
To agree appointments to charities, trusts, community associations and other organisations for the 2021/22 Council Year.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 21 Jul 2021
Cabinet Lead Member	Leader - Economic Development and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Catherine Phythian, Committee and Member Services Officer Tel: 01865252402 cphythian@oxford.gov.uk

ID: I027017 ITEM 1:	Oxfordshire Electric Vehicle Strategy
Key Decision	Yes
Item open to the public or exempt	Open -

Preceded by consultation	
Decision Taker	Cabinet 21 Jul 2021
Cabinet Lead Member	Deputy Leader - Green Transport and Zero Carbon Oxford
Lead Officer	Executive Director (Development)
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 32: ID: I027278	Oxfordshire Plan 2050 Regulation 18 (Part 2) consultation document
To approve the Oxfordshire Plan 2050 Regulation 18 (Part 2) consultation document for public consultation.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 21 Jul 2021
Cabinet Lead Member	Leader - Economic Development and Partnerships
Lead Officer	Executive Director (Development)
Report Contact	Tom Bridgman, Executive Director (Development) tbridgman@oxford.gov.uk

Council 26 July 2021

Reports from Cabinet.

- Determination of Shared Ownership Rent Levels.
- Wolvercote Neighbourhood Plan
- Statement of Community Involvement

ID: I027220 ITEM 2:	Urgent Key Decisions taken since March 2020
Key Decision	No
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Council 26 Jul 2021

Cabinet Lead Member	Leader - Economic Development and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Andrew Brown, Committee and Member Services Manager Tel: 01865 252230 abrown2@oxford.gov.uk

Cabinet 11 August 2021

ITEM 34: ID: I026910	Urban Forest Strategy
<p>The trees and vegetation that make up the urban forest provide a range of benefits such as habitat for biodiversity, carbon storage and flood protection. This strategy is for the whole city, not just City Council land and seeks to protect what we have, increase what we have, and engage communities and stakeholders in the process. The strategy has a target to increase the overall canopy cover for Oxford using the “right tree, right place” principle. The strategy highlights specific areas where there is particularly low canopy cover or where benefits can be maximised.</p>	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Aug 2021
Cabinet Lead Member	Deputy Leader - Green Transport and Zero Carbon Oxford
Lead Officer	Transition Director
Report Contact	Emily Green, Environmental Sustainability Officer egreen2@oxford.gov.uk

Cabinet 15 September 2021

ITEM 35: ID: I026292	Asset Management Strategy
<p>The Asset Management Plan - strategy for the property portfolio for OCC</p>	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	Consultation to take place Summer 2021

Decision Taker	Cabinet 15 Sep 2021
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Michael Scott, Senior Asset Manager (Contractor) Tel: 01865 252138 mwscott@oxford.gov.uk

ITEM 36: ID: I027110	Determination of Shared Ownership Rent Levels Report status: Provisional: Decision needs further consideration or information
To determine future Shared Ownership rent levels.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Sep 2021 Council 4 Oct 2021
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 37: ID: I027012	Integrated Performance Report for Q1
A report to Members on Finance, Risk & Performance as at 30 June 2021.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Sep 2021
Cabinet Lead Member	Deputy Leader (Statutory) - 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 38: ID: I027031	Council Tax Reduction Scheme for 2022/23
A report to seek approval for proposals to consult on the Council's Tax Reduction Scheme for 2022/23.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Sep 2021
Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Executive Director (Communities & Customers) (Interim)
Report Contact	Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281 tbandekar@oxford.gov.uk

ITEM 39: ID: I027034	Discretionary Housing Payment Policy
To review the operation of the Discretionary Housing Payment policy, and to amend the policy, if required.	
Key Decision	Yes
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Cabinet 15 Sep 2021
Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Head of Financial Services
Report Contact	James Pickering, Welfare Reform Manager Tel: 07909 099571 jpickering@oxford.gov.uk

ITEM 40: ID: I027033	A report to set out the Council's Treasury Management activity and performance for the financial year 2020/2021 :
A report to set out the Council's Treasury Management activity and performance for the financial year 2020/2021.	
Key Decision	Not Key
Item open to the public or exempt	-
Preceded by consultation	

Decision Taker	Cabinet 15 Sep 2021
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

Council 04 October 2021

Cabinet 13 October 2021

ITEM 41: ID: I027100	Food Strategy
<p>Development of a Countywide Food strategy, working with key partners such as Good Food Oxford, Oxfordshire County Council, Oxfordshire District Council and the Community Food system within the City.</p> <p>That addresses the causes of food poverty as part of our wider anti-poverty work.</p> <p>This should include the following:</p> <p>Taking into account:</p> <ul style="list-style-type: none"> o The National Food Strategy; o The considerable work undertaken by this Council to address inequality and to tackle food poverty during the pandemic; o Being a signatory to the Oxford Good Food Charter; o The excellent work of Oxford's voluntary sector to tackle food poverty; o Recommendations on achieving a self-sustaining community food system and Council's role in supporting this. <ul style="list-style-type: none"> • Bringing together the views and knowledge of our food network partners to better understand the current root causes of food poverty, and a shared action plan to implement meaningful solutions. • Tackling child food poverty by campaigning to address holiday hunger, increasing take up of free school meals and access to food larders for families with children. • Continuing to use relationships with supermarkets to divert surplus food to those in need and minimise waste to help eliminate Oxford's contribution to climate change by 2040 or sooner, in line with the Zero Carbon Oxford Charter and recommendations of the Citizens' Assembly on Climate Change. 	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	Will involve engagement with key stakeholders within the food system within

	the City through the development of the draft strategy.
Decision Taker	Cabinet 13 Oct 2021
Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Head of Community Services
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

Cabinet 10 November 2021

ITEM 42: ID: I027035	Workplace Equalities and Action Plan
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	-
Preceded by consultation	
Decision Taker	Cabinet 10 Nov 2021
Cabinet Lead Member	Cabinet Member for Customer Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

Council 29 November 2021

Cabinet 15 December 2021

ITEM 43: ID: I027113	Budget 2022/23
To propose a Medium Term Financial Strategy and the 2022/23 Budget for consultation.	
Key Decision	Yes
Item open to the public or exempt	Open -

Preceded by consultation	
Decision Taker	Cabinet 15 Dec 2021
Cabinet Lead Member	Deputy Leader (Statutory) - 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 44: ID: I027013	Integrated Performance Report for Q2
A report to Members on Finance, Risk & Performance as at 30 September 2021.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Dec 2021
Cabinet Lead Member	Deputy Leader (Statutory) - 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 45: ID: I027038	Treasury Management Mid-Year Report
A report to report on the performance of the Treasury Management function for the 6 months to 30 September 2021	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 15 Dec 2021
Cabinet Lead Member	Deputy Leader (Statutory) - 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 26 January 2022

ITEM 46: ID: I027032	Council Tax Reduction Scheme for 2022/23 Report status:
A report to seek approval for the Council's Council Tax Reduction Scheme 2022/23 following consultation.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 26 Jan 2022 Council 16 Feb 2022
Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Executive Director (Communities & Customers) (Interim)
Report Contact	Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281 tbandekar@oxford.gov.uk

Council 31 January 2022

Reports from Cabinet

- Council Tax Reduction Scheme for 2022/23

Cabinet 09 February 2022

ITEM 47: ID: I027114	Budget 2022/23
To propose a Medium Term Financial Strategy and the 2022/23 Budget following consultation.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022 Council 21 Mar 2022
Cabinet Lead Member	Deputy Leader (Statutory) - 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 48: ID: I027039	Treasury Management Strategy 2022/23
A report to present the Council's Treasury Management Strategy for 2022/23.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022 Council 16 Feb 2022
Cabinet Lead Member	Deputy Leader (Statutory) - 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 49: ID: I027040	Capital Strategy 2022/23
A report to present the Capital Strategy for 2022/23 approval.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022 Council 16 Feb 2022
Cabinet Lead Member	Deputy Leader (Statutory) - 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 50: ID: I027041	Grant Allocations to Community & Voluntary Organisations 2022/23
A report to make decisions on the allocation of grants to the community and voluntary organisations for 2022/2023.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022
Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Executive Director (Communities & Customers) (Interim)
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 51: ID: I027042	Allocation of Homelessness Prevention Funds 2022/23
A report to approve the allocation of homelessness prevention funds for 2022/23.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022
Cabinet Lead Member	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Paul Wilding, System Change Manager - Homelessness Prevention Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 52: ID: I027055	Annual Update of the Council Business Plan
A report to present the annual update of the Council's Business Plan.	
Key Decision	Yes
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Feb 2022

Cabinet Lead Member	Leader - Economic Development and Partnerships
Lead Officer	
Report Contact	Shelley Ghazi, Policy and Partnerships Officer Tel: 01865 529760 sghazi@oxford.gov.uk

Council 16 February 2022

Reports from Cabinet

- Budget 2022/23
- Treasury Management Strategy 2022/23
- Capital Strategy 2022/23

Council 28 February 2022

Cabinet 16 March 2022

ITEM 53: ID: I027056	Oxford City Council Safeguarding Report 2020/21
To report on the progress made on the Oxford City Council's Safeguarding Action Plan 2020/21.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Mar 2022
Cabinet Lead Member	Cabinet Member for a Safer, Healthier Oxford
Lead Officer	
Report Contact	Daniella Granito, Policy and Partnerships Manager; Safeguarding co-ordinator dgranito@oxford.gov.uk

ITEM 54: ID: I027014	Integrated Performance Report for Q3 Report status:
A report to Members on Finance, Risk & Performance as at 31 December 2021.	
Key Decision	Not Key

Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 16 Mar 2022
Cabinet Lead Member	Deputy Leader (Statutory) - 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 21 March 2022

Cabinet 13 April 2022

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