

# Forward Plan

## September 2021 to April 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.uk](mailto:cabinetreports@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](#) 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                                |
|----------------|--|
| Caroline Green | Chief Executive                          |
| Tom Bridgman   | Executive Director (Development )        |
| 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  |

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|                   | 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

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| <b>ITEM 1:<br/>ID: I022798</b>  | <b>Property Investment Portfolio Analysis and Strategy Report</b>  |
| 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. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 19 Dec 2019<br><br>Deputy Leader - Finance and Asset Management Before 31 Mar 2024   |
| <b>Cabinet Lead Member</b>  | Deputy Leader - Finance and Asset Management   |
| <b>Lead Officer</b>   | Executive Director (Development)   |
| <b>Report Contact</b>   | Nick Twigg, Major Projects & Development Manager<br>Tel: 01865 25 2294<br>ntwigg@oxford.gov.uk   |

## Standing item: Decisions on property or development purchases over £500,000 for affordable housing

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| <b>ITEM 2:<br/>ID: I023209</b>   | <b>Use of s106 and Retained Right to Buy Receipts to increase the provision of more affordable housing</b>   |
| 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. |  |
| <b>Key Decision</b>  | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>  | Cabinet 22 Jan 2020<br><br>Chief Executive 15 Jun 2020<br><br>Chief Executive 14 Sep 2020<br><br>Chief Executive 31 Mar 2022                         |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless  |
| <b>Lead Officer</b>  | Head of Housing Services   |
| <b>Report Contact</b>  | Dave Scholes, Housing Strategy & Needs Manager (Affordable Housing Supply Lead)<br>Tel: 01865 252636 dscholes@oxford.gov.uk                          |

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

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| <b>ITEM 3:<br/>ID: I024856</b>   | <b>Land acquisition and Project Approvals for the development of homes in the HRA</b> |
| Cabinet, at its meeting on 09 September 2020, delegated authority to:  |   |
| <ol style="list-style-type: none"> <li>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</li> <li>2. The Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any property or</li> </ol> |   |

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| development purchases over £500,000 for affordable housing, within this project approval and budget envelope. |   |
| <b>Key Decision</b>   | Yes   |
| <b>Decision Taker</b>   | Cabinet 9 Sep 2020<br>Council 5 Oct 2020<br>Officer Executive Decisions 1 Mar 2021<br>Chief Executive Before 31 Mar 2022    |
| <b>Cabinet Lead Member</b>  | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless   |
| <b>Lead Officer</b>   | Head of Housing Services  |
| <b>Report Contact</b>   | Dave Scholes, Housing Strategy & Needs Manager (Affordable Housing Supply Lead)<br>Tel: 01865 252636 dscholes@oxford.gov.uk |

### Standing Item: The Delivery Arrangements for Additional Affordable Housing

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| <b>ITEM 4:<br/>ID: I027810</b>  | <b>The Delivery Arrangements for Additional Affordable Housing</b> |
| <p>Delegated authority to the Assistant Chief Executive 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 the report to Cabinet on 29 May 2019 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. Delegated authority to the Assistant Chief Executive in consultation with the Head of Finance and the Head of Law and Governance to approve and facilitate the agreed purchase by the Housing Revenue Account of all affordable housing units at the OHCL development sites. The sites are at the following locations:</p> <ul style="list-style-type: none"> <li>• Land at Elsfield Hall</li> <li>• Former 2-16 Cumberlege Close</li> <li>• Land at the Former Murco Petrol Filling Station on Between Towns Road</li> <li>• Bracegirdle, Mortimer and Broadoak</li> <li>• Edgecombe Road</li> <li>• Harts Close</li> <li>• Underhill Circus</li> <li>• Warren Crescent</li> <li>• Land at the Oval and Carole's Way, Rose Hill</li> <li>• Former Lucy Faithfull House site at 8 Speedwell Street</li> </ul> |  |
| <b>Key Decision</b>   | Yes  |

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| <b>Decision Taker</b>      | Executive Director (Development) Before 31 Dec 2021   |
| <b>Cabinet Lead Member</b> | Cabinet Member for Planning and Housing Delivery  |
| <b>Lead Officer</b>        | Executive Director (Development)  |
| <b>Report Contact</b>      | 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

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| <b>ITEM 5:<br/>ID: I026424</b>   | <b>Programme approval and allocation for Public Sector Decarbonisation Funding</b>   |
| <p>Cabinet, at its meeting on 10 February 2021, delegated authority to the Transition Director (since delegated to Executive Director Development) , in consultation with the Cabinet Member for Zero Carbon Oxford; the Head of Financial Services/Section 151 Officer; and the Council’s Monitoring Officer to commence expenditure to carry out the work to develop proposals for funding and subject to their satisfactory conclusion, enter into funding and other necessary agreements, including construction contracts, for the purpose of development and delivery of decarbonisation projects across Oxford City Council estate.</p> |  |
| <b>Key Decision</b>  | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>  | Cabinet 10 Feb 2021<br><br>Head of Corporate Strategy 6 May 2021<br><br>Executive Director (Development) Before 31 Dec 2021                          |
| <b>Cabinet Lead Member</b>   | Deputy Leader - Green Transport and Zero Carbon Oxford   |
| <b>Lead Officer</b>  | Executive Director (Development)   |
| <b>Report Contact</b>  | Mish Tullar, Head of Corporate Strategy<br>MTullar@oxford.gov.uk   |

## KEY DECISIONS DELEGATED TO OFFICERS

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| <b>ITEM 6:<br/>ID: I020899</b>   | <b>Proposal to move car parking decking from Oxpens car park to Redbridge Park and Ride</b>  |
| 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. |  |
| <b>Key Decision</b>  | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>  | Executive Director (Development) Before 31 Dec 2021  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Planning and Housing Delivery   |
| <b>Lead Officer</b>  | Chief Executive  |
| <b>Report Contact</b>  | Tom Bridgman, Executive Director (Development) tbridgman@oxford.gov.uk   |

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| <b>ITEM 7:<br/>ID: I024041</b>  | <b>Lucy Faithfull House - Officer decision</b>  |
| Delegated authority to dispose of the freehold interest in Lucy Faithfull House following decision of the City Executive Board in January 2018. |   |
| <b>Key Decision</b>   | Yes   |
| <b>Decision Taker</b>   | Chief Executive Before 31 Dec 2021  |
| <b>Cabinet Lead Member</b>  | Deputy Leader - Finance and Asset Management  |
| <b>Lead Officer</b>   | Head of Housing Services  |
| <b>Report Contact</b>   | Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk |

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| <b>ITEM 8:<br/>ID: I025338</b>  | <b>Implementation of the Housing Infrastructure Funding for Oxford North (Northern Gateway)</b>  |
| <p>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:</p> <ol style="list-style-type: none"> <li>a) <b>Finalise</b> the legal agreement with the developer Thomas White Oxford (“TWO”);</li> <li>b) <b>Enter</b> into the legal agreement to secure the delivery of the Housing Infrastructure Funding (“HIF”) funded infrastructure at Oxford North;</li> <li>c) <b>Secure</b> the HIF funding and implementation of the HIF agreements, including the provision of funding to TWO; and</li> <li>d) <b>Agree</b> 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.</li> </ol> |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 9 Sep 2020<br><br>Executive Director (Development) Before 31 Dec 2021  |
| <b>Cabinet Lead Member</b>  | Cabinet Member for Planning and Housing Delivery   |
| <b>Lead Officer</b>   | Executive Director (Development)   |
| <b>Report Contact</b>   | Jenny Barker, Regeneration Manager<br>JBarker@oxford.gov.uk  |

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| <b>ITEM 9:<br/>ID: I025819</b>  | <b>Project Approval and Allocation of Next Steps Accommodation Programme Funding for Affordable Housing Delivery &amp; Homelessness Prevention</b>   |
| <p>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.</p> |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 11 Nov 2020<br>Council 30 Nov 2020<br>Chief Executive Before 31 Mar 2022   |



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| <b>Cabinet Lead Member</b> | Cabinet Member for Planning and Housing Delivery<br><br>Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless |
| <b>Lead Officer</b>        | Head of Housing Services  |
| <b>Report Contact</b>      | Dave Scholes, Housing Strategy & Needs Manager (Affordable Housing Supply Lead)<br>Tel: 01865 252636 dscholes@oxford.gov.uk               |

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| <b>ITEM 10:<br/>ID: I025977</b>   | <b>Legionella Control Services</b>   |
| 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. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 9 Dec 2020<br>Officer Executive Decisions Before 31 Dec 2021   |
| <b>Cabinet Lead Member</b>  | Deputy Leader (Statutory) - Finance and Asset Management   |
| <b>Lead Officer</b>   | Head of Housing Services   |
| <b>Report Contact</b>   | Paul Worts, Property Health & Safety Compliance Manager Pworts@oxford.gov.uk   |

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| <b>ITEM 11:<br/>ID: I025978</b>   | <b>Lift Maintenance and Repair</b>   |
| 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. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |

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| <b>Decision Taker</b>      | Cabinet 9 Dec 2020<br>Officer Executive Decisions Before 31 Dec 2021         |
| <b>Cabinet Lead Member</b> | Deputy Leader (Statutory) - Finance and Asset Management                     |
| <b>Lead Officer</b>        | Head of Housing Services   |
| <b>Report Contact</b>      | Paul Worts, Property Health & Safety Compliance Manager Pworts@oxford.gov.uk |

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| <b>ITEM 12:<br/>ID: I026998</b>  | <b>Furnished Tenancy Scheme</b>  |
| Cabinet at its meeting on 14 April 2021 delegated authority to the Director of Housing in consultation with the Section 151 Officer, to award a Furnished Tenancy Scheme contract to a supplier, selected by an evaluation panel, following a fully compliant procurement process. |  |
| <b>Key Decision</b>  | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>  | Cabinet 14 Apr 2021<br>Officer Executive Decisions Before 31 Dec 2021  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless  |
| <b>Lead Officer</b>  | Head of Housing Services   |
| <b>Report Contact</b>  | Carolyn Devenney, Senior Furnished Tenancy Officer cdevenney@oxford.gov.uk   |

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| <b>ITEM 13:<br/>ID: I027209</b>   | <b>County-Wide Transformation of Rough Sleeping</b>  |
| Cabinet at its meeting on 16 June 2021 approved the re-procurement of the Outreach, Engagement and Assessment hub contract at a value of £1,420,507 and delegated the responsibility for the award of contract to the Executive Director for Housing. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 16 Jun 2021<br><br>Officer Executive Decisions Before 31 Dec 2021  |

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| <b>Cabinet Lead Member</b> | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless |
| <b>Lead Officer</b>        | Head of Housing Services  |
| <b>Report Contact</b>      | Nerys Parry, Housing Strategy & Needs Manager nparry@oxford.gov.uk                |

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| <b>ITEM 14:<br/>ID: I027016</b>  | <b>Salix decarbonisation grant funding</b>                               |
| Cabinet at its meeting on 16 June 2021 delegated authority to the Head of Corporate Strategy in consultation with the Cabinet Member for Zero Carbon Oxford to enter into a loan agreement with Low Carbon Hub on terms to be agreed by the Head of Financial Services/Section 151 Officer; and the Councils Monitoring Officer. |  |
| <b>Key Decision</b>  | Yes  |
| <b>Item open to the public or exempt</b>   | Open -   |
| <b>Preceded by consultation</b>  |  |
| <b>Decision Taker</b>  | Cabinet 16 Jun 2021<br><br>Head of Corporate Strategy Before 31 Dec 2021 |
| <b>Cabinet Lead Member</b>   | Deputy Leader - Green Transport and Zero Carbon Oxford                   |
| <b>Lead Officer</b>  | Head of Corporate Strategy   |
| <b>Report Contact</b>  | Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk            |

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| <b>ITEM 15:<br/>ID: I026260</b>   | <b>Procurement of support service for Housing First programme</b>  |
| Cabinet, at its meeting on 16 June 2021, approved the procurement of a support service for the Council's Housing First programme. The Director of Housing will exercise delegated authority to award two contracts for the delivery of a Housing First service following a full tendering exercise. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Decision Taker</b>   | Cabinet 16 Jun 2021<br><br>Director of Housing Before 3 Sep 2021   |

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| <b>Cabinet Lead Member</b> | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless                      |
| <b>Lead Officer</b>        | Head of Housing Services   |
| <b>Report Contact</b>      | Paul Wilding, System Change Manager - Homelessness Prevention Tel: 01865 252461 pwilding@oxford.gov.uk |

## REPORTS TO CABINET AND COUNCIL

### Cabinet 15 September 2021

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|---|---|
| <b>ITEM 16:<br/>ID: I026910</b>   | <b>Urban Forest Strategy</b>  |
| <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> |   |
| <b>Key Decision</b>   | Not Key   |
| <b>Item open to the public or exempt</b>  | Open -  |
| <b>Preceded by consultation</b>   |   |
| <b>Decision Taker</b>   | Scrutiny Committee 8 Sep 2021<br>Cabinet 15 Sep 2021                    |
| <b>Cabinet Lead Member</b>  | Deputy Leader - Green Transport and Zero Carbon Oxford                  |
| <b>Lead Officer</b>   | Head of Corporate Strategy  |
| <b>Report Contact</b>   | Emily Green, Environmental Sustainability Officer egreen2@oxford.gov.uk |

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| <b>ITEM 17:<br/>ID: I027012</b>   | <b>Integrated Performance Report for Q1</b> |
| <p>A report to Members on Finance, Risk &amp; Performance as at 30 June 2021.</p> |   |
| <b>Key Decision</b>   | Not Key                                     |
| <b>Item open to the public or exempt</b>  | Open -                                      |

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| <b>Decision Taker</b>      | Cabinet 15 Sep 2021  |
| <b>Cabinet Lead Member</b> | Deputy Leader (Statutory) - Finance and Asset Management                                 |
| <b>Lead Officer</b>        | Head of Financial Services   |
| <b>Report Contact</b>      | Anna Winship, Management Accountancy Manager Tel: 01865 252517<br>awinship@oxford.gov.uk |

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| <b>ITEM 18:<br/>ID: I027031</b>   | <b>Council Tax Reduction Scheme for 2022/23</b>   |
| A report to seek approval for proposals to consult on the Council's Tax Reduction Scheme for 2022/23. |   |
| <b>Key Decision</b>   | Yes   |
| <b>Item open to the public or exempt</b>  | Open -  |
| <b>Preceded by consultation</b>   |   |
| <b>Decision Taker</b>   | Scrutiny Committee 8 Sep 2021<br>Cabinet 15 Sep 2021  |
| <b>Cabinet Lead Member</b>  | Cabinet Member for Inclusive Communities  |
| <b>Lead Officer</b>   | Executive Director (Communities & Customers) (Interim)  |
| <b>Report Contact</b>   | Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281<br>tbandekar@oxford.gov.uk |

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| <b>ITEM 19:<br/>ID: I027033</b>  | <b>Treasury Management activity and performance for the financial year 2020/2021</b> |
| A report to set out the Council's Treasury Management activity and performance for the financial year 2020/2021. |  |
| <b>Key Decision</b>  | Not Key  |
| <b>Decision Taker</b>  | Cabinet 15 Sep 2021  |
| <b>Cabinet Lead Member</b>   | Deputy Leader (Statutory) - Finance and Asset Management                             |
| <b>Lead Officer</b>  | Head of Financial Services   |
| <b>Report Contact</b>  | Bill Lewis, Financial Accounting Manager Tel: 01865 252607<br>blewis@oxford.gov.uk   |

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| <b>ITEM 20:<br/>ID: I027807</b>  | <b>A bid for government RSAP funding to support the Council's Homelessness Strategy</b>  |
| To seek approval to proceed with the bid to the Ministry of Housing, Communities and Local Government for funding from the Rough Sleeping Accommodation Programme (RSAP) and to agree to include the required match funding in the Council's budget. |  |
| <b>Key Decision</b>  | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14] |
| <b>Item open to the public or exempt</b>   | Open -   |
| <b>Preceded by consultation</b>  |  |
| <b>Decision Taker</b>  | Cabinet 15 Sep 2021  |
| <b>Cabinet Lead Member</b>   | Councillor Diko Blackings  |
| <b>Lead Officer</b>  | Director of Housing  |
| <b>Report Contact</b>  | Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk  |

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| <b>ITEM 21:<br/>ID: I027936</b>   | <b>Decarbonisation programme update</b>                       |
| Detailed design work being undertaken by the Council's consultants and contractors for the Decarbonisation programme across the Council's leisure estate will be completed in early September, along with final costings for the installation of heatpumps and associated measures. This paper will update Cabinet on the programme and seek approval for changes to the scope of the schemes it includes against the final costings, within the already approved funding envelope. |   |
| <b>Key Decision</b>   | Yes   |
| <b>Item open to the public or exempt</b>  | -   |
| <b>Preceded by consultation</b>   |   |
| <b>Decision Taker</b>   | Cabinet 15 Sep 2021   |
| <b>Cabinet Lead Member</b>  | Deputy Leader - Green Transport and Zero Carbon Oxford        |
| <b>Lead Officer</b>   | Head of Corporate Strategy                                    |
| <b>Report Contact</b>   | Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk |

## Council 04 October 2021

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| <b>ID:</b><br>I027571<br><b>ITEM 1:</b>  | <b>OSP - Oxford Strategic Partnership inc Economic Growth, Low Carbon Oxford, Stronger Communities Steering Groups</b> |
| <b>Key Decision</b>                      | Yes  |
| <b>Item open to the public or exempt</b> | Open -   |
| <b>Preceded by consultation</b>          |  |
| <b>Decision Taker</b>                    | Council 4 Oct 2021   |
| <b>Cabinet Lead Member</b>               | Leader - Inclusive Growth, Economic Recovery, and Partnerships   |
| <b>Lead Officer</b>                      | Executive Director (Development)   |
| <b>Report Contact</b>                    | Mish Tullar, Head of Corporate Strategy<br>MTullar@oxford.gov.uk   |

## Cabinet 13 October 2021

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| <b>ITEM 23:</b><br><b>ID: I027110</b>             | <b>Determination of Shared Ownership Rent Levels</b><br>Report status: Provisional: Decision needs further consideration or information |
| To determine future Shared Ownership rent levels. |   |
| <b>Key Decision</b>                               | Yes   |
| <b>Item open to the public or exempt</b>          | Open -  |
| <b>Preceded by consultation</b>                   |   |
| <b>Decision Taker</b>                             | Cabinet 13 Oct 2021   |
| <b>Cabinet Lead Member</b>                        | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless   |
| <b>Lead Officer</b>                               | Head of Housing Services  |
| <b>Report Contact</b>                             | Stephen Clarke, Head of Housing Services /<br>Director Housing Companies Tel: 01865<br>252447 sclarke@oxford.gov.uk                     |

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| <b>ITEM 24:<br/>ID: I027568</b>   | <b>Development of land at South Oxford Science Village (Land South of Grenoble Road)</b><br><br>Report status: Provisional: Awaiting further information, advice or input. |
| Report on the progress towards the delivery of land that is part of the South Oxford Science Village (land South of Grenoble Road) and options for the delivery of development at the site. |  |
| <b>Key Decision</b>   | Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater [Constitution 15.14]                       |
| <b>Item open to the public or exempt</b>  | Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)                        |
| <b>Preceded by consultation</b>   |  |
| <b>Decision Taker</b>   | Cabinet 13 Oct 2021  |
| <b>Cabinet Lead Member</b>  | Cabinet Member for Planning and Housing Delivery   |
| <b>Lead Officer</b>   | Executive Director (Development)   |
| <b>Report Contact</b>   | Jenny Barker, Regeneration Manager<br>JBarker@oxford.gov.uk  |

### Cabinet 10 November 2021

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| <b>ITEM 25:<br/>ID: I027809</b>  | <b>Small Sites Development Proposal</b><br><br>Report status: Provisional: Decision reliant on another action or process |
| To seek approval for the process for the evaluation of the small sites in OCC ownership and recommendations for development for affordable housing, retention or disposal. |  |
| <b>Key Decision</b>  | Not Key  |
| <b>Item open to the public or exempt</b>   | Open -   |
| <b>Decision Taker</b>  | Cabinet 10 Nov 2021  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless  |
| <b>Lead Officer</b>  | Director of Housing  |
| <b>Report Contact</b>  | Deborah Wyatt, Affordable Housing Supply Senior Programme Officer<br>dwyatt@oxford.gov.uk                                |



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| <b>ITEM 26:<br/>ID: I026292</b>   | <b>Asset Management Strategy</b><br>Report status: Provisional   |
| The Asset Management Plan - strategy for the property portfolio for OCC |  |
| <b>Key Decision</b>   | Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14] |
| <b>Item open to the public or exempt</b>                                | Open -   |
| <b>Preceded by consultation</b>   | Consultation to take place Summer 2021   |
| <b>Decision Taker</b>   | Cabinet 10 Nov 2021  |
| <b>Cabinet Lead Member</b>  | Deputy Leader (Statutory) - Finance and Asset Management   |
| <b>Lead Officer</b>   | Head of Corporate Property   |
| <b>Report Contact</b>   | Michael Scott, Senior Asset Manager (Contractor) Tel: 01865 252138<br>mwscott@oxford.gov.uk  |

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|--|---|
| <b>ITEM 27:<br/>ID: I027034</b>  | <b>Discretionary Housing Payment Policy</b><br>Report status:                         |
| To review the operation of the Discretionary Housing Payment policy, and to amend the policy, if required. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>   | -   |
| <b>Preceded by consultation</b>  |   |
| <b>Decision Taker</b>  | Cabinet 10 Nov 2021   |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Inclusive Communities  |
| <b>Lead Officer</b>  | Head of Financial Services  |
| <b>Report Contact</b>  | James Pickering, Welfare Reform Manager<br>Tel: 07909 099571 jpickering@oxford.gov.uk |

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| <b>ITEM 28:<br/>ID: I027035</b>  | <b>Workplace Equalities and Action Plan</b><br>Report status: |
| 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. |   |
| <b>Key Decision</b>  | Not Key   |

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| <b>Decision Taker</b>      | Cabinet 10 Nov 2021   |
| <b>Cabinet Lead Member</b> | Cabinet Member for Customer Focused Services  |
| <b>Lead Officer</b>        | Head of Business Improvement  |
| <b>Report Contact</b>      | Helen Bishop, Head of Business Improvement Tel: 01865 252233<br>hbishop@oxford.gov.uk |

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| <b>ITEM 29:<br/>ID: I027797</b>                        | <b>Anti-social Behaviour Policy</b><br>Report status: Provisional: Decision reliant on another action or process                           |
| Renewal of the Council's Anti-Social Behaviour Policy. |  |
| <b>Key Decision</b>                                    | Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14] |
| <b>Item open to the public or exempt</b>               | Open -   |
| <b>Preceded by consultation</b>                        |  |
| <b>Decision Taker</b>                                  | Cabinet 10 Nov 2021  |
| <b>Cabinet Lead Member</b>                             | Cabinet Member for a Safer, Healthier Oxford   |
| <b>Lead Officer</b>                                    | Head of Regulatory Services & Community Safety   |
| <b>Report Contact</b>                                  | Richard Adams, Community Safety Service Manager Tel: 01865 252283<br>rjadams@oxford.gov.uk   |

## Council 29 November 2021

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| <b>ID:<br/>I027572<br/>ITEM 2:</b>       | <b>OxLEP and skills board</b>                                  |
| <b>Key Decision</b>                      | Yes  |
| <b>Item open to the public or exempt</b> | Open -   |
| <b>Preceded by consultation</b>          |  |
| <b>Decision Taker</b>                    | Council 29 Nov 2021  |
| <b>Cabinet Lead Member</b>               | Leader - Inclusive Growth, Economic Recovery, and Partnerships |

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

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| <b>ITEM 31:<br/>ID: I027901</b>   | <b>Council and Committee meetings programme 2022/2023 and 2023/2024</b>                           |
| To agree the programme of Council and Committee meetings for the municipal years May 2022 to May 2023 and May 2023 to May 2024. |   |
| <b>Key Decision</b>   | Not Key   |
| <b>Item open to the public or exempt</b>  | -   |
| <b>Preceded by consultation</b>   |   |
| <b>Decision Taker</b>   | Council 29 Nov 2021   |
| <b>Cabinet Lead Member</b>  | Leader - Inclusive Growth, Economic Recovery, and Partnerships                                    |
| <b>Lead Officer</b>   | Monitoring Officer  |
| <b>Report Contact</b>   | Andrew Brown, Committee and Member Services Manager<br>Tel: 01865 252230<br>abrown2@oxford.gov.uk |

### Cabinet 15 December 2021

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| <b>ITEM 32:<br/>ID: I027113</b>  | <b>Budget 2022/23</b><br>Report status:   |
| To propose a Medium Term Financial Strategy and the 2022/23 Budget for consultation. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>   | Open -  |
| <b>Preceded by consultation</b>  |   |
| <b>Decision Taker</b>  | Cabinet 15 Dec 2021   |
| <b>Cabinet Lead Member</b>   | Deputy Leader (Statutory) - Finance and Asset Management                              |
| <b>Lead Officer</b>  | Head of Financial Services  |
| <b>Report Contact</b>  | Nigel Kennedy, Head of Financial Services<br>Tel: 01865 252708 nkennedy@oxford.gov.uk |

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| <b>ITEM 33:<br/>ID: I027725</b>   | <b>Annual Monitoring Report and Infrastructure Funding Statement</b><br><br>Report status: Provisional: Decision reliant on another action or process |
| To approve the Annual Monitoring Report and Infrastructure Funding Statement for publication. |   |
| <b>Key Decision</b>   | Not Key   |
| <b>Item open to the public or exempt</b>  | Open -  |
| <b>Preceded by consultation</b>   |   |
| <b>Decision Taker</b>   | Cabinet 15 Dec 2021   |
| <b>Cabinet Lead Member</b>  | Cabinet Member for Planning and Housing Delivery  |
| <b>Lead Officer</b>   | Head of Planning Services   |
| <b>Report Contact</b>   | Rachel Nixon rnixon@oxford.gov.uk   |

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| <b>ITEM 34:<br/>ID: I027013</b>   | <b>Integrated Performance Report for Q2</b><br><br>Report status:                        |
| A report to Members on Finance, Risk & Performance as at 30 September 2021. |  |
| <b>Key Decision</b>   | Not Key  |
| <b>Item open to the public or exempt</b>                                    | Open -   |
| <b>Preceded by consultation</b>   |  |
| <b>Decision Taker</b>   | Cabinet 15 Dec 2021  |
| <b>Cabinet Lead Member</b>  | Deputy Leader (Statutory) - Finance and Asset Management                                 |
| <b>Lead Officer</b>   | Head of Financial Services   |
| <b>Report Contact</b>   | Anna Winship, Management Accountancy Manager Tel: 01865 252517<br>awinship@oxford.gov.uk |

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| <b>ITEM 35:<br/>ID: I027038</b>   | <b>Treasury Management Mid-Year Report</b><br><br>Report status: |
| A report to report on the performance of the Treasury Management function for the 6 months to 30 September 2021 |  |
| <b>Key Decision</b>   | Not Key  |
| <b>Item open to the public or exempt</b>  | Open -   |
| <b>Preceded by consultation</b>   |  |

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

## Cabinet 26 January 2022

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| <b>ITEM 36:<br/>ID: I027032</b>  | <b>Council Tax Reduction Scheme for 2022/23</b><br>Report status:                               |
| A report to seek approval for the Council's Council Tax Reduction Scheme 2022/23 following consultation. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>   | Open -  |
| <b>Preceded by consultation</b>  |   |
| <b>Decision Taker</b>  | Cabinet 26 Jan 2022<br>Council 16 Feb 2022  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Inclusive Communities  |
| <b>Lead Officer</b>  | Executive Director (Communities & Customers) (Interim)  |
| <b>Report Contact</b>  | Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281<br>tbandekar@oxford.gov.uk |

## Council 31 January 2022

Reports from Cabinet

- Council Tax Reduction Scheme for 2022/23

## Cabinet 09 February 2022

|  |   |
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| <b>ITEM 37:<br/>ID: I027114</b>  | <b>Budget 2022/23</b><br>Report status:   |
| To propose a Medium Term Financial Strategy and the 2022/23 Budget following consultation. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>   | Open -  |
| <b>Preceded by consultation</b>  |   |
| <b>Decision Taker</b>  | Cabinet 9 Feb 2022<br>Council 21 Mar 2022   |
| <b>Cabinet Lead Member</b>   | Deputy Leader (Statutory) - Finance and Asset Management                              |
| <b>Lead Officer</b>  | Head of Financial Services  |
| <b>Report Contact</b>  | Nigel Kennedy, Head of Financial Services<br>Tel: 01865 252708 nkennedy@oxford.gov.uk |

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| <b>ITEM 38:<br/>ID: I027039</b>   | <b>Treasury Management Strategy 2022/23</b><br>Report status:                      |
| A report to present the Council's Treasury Management Strategy for 2022/23. |  |
| <b>Key Decision</b>   | Yes  |
| <b>Item open to the public or exempt</b>                                    | Open -   |
| <b>Preceded by consultation</b>   |  |
| <b>Decision Taker</b>   | Cabinet 9 Feb 2022<br>Council 16 Feb 2022  |
| <b>Cabinet Lead Member</b>  | Deputy Leader (Statutory) - Finance and Asset Management                           |
| <b>Lead Officer</b>   | Head of Financial Services   |
| <b>Report Contact</b>   | Bill Lewis, Financial Accounting Manager Tel:<br>01865 252607 blewis@oxford.gov.uk |

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| <b>ITEM 39:<br/>ID: I027040</b>                                | <b>Capital Strategy 2022/23</b><br>Report status:                               |
| A report to present the Capital Strategy for 2022/23 approval. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>                       | Open -  |
| <b>Preceded by consultation</b>                                |   |
| <b>Decision Taker</b>  | Cabinet 9 Feb 2022<br>Council 16 Feb 2022                                       |
| <b>Cabinet Lead Member</b>                                     | Deputy Leader (Statutory) - Finance and Asset Management                        |
| <b>Lead Officer</b>  | Head of Financial Services  |
| <b>Report Contact</b>  | Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk |

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| <b>ITEM 40:<br/>ID: I027041</b>  | <b>Grant Allocations to Community &amp; Voluntary Organisations 2022/23</b><br>Report status: |
| A report to make decisions on the allocation of grants to the community and voluntary organisations for 2022/2023. |   |
| <b>Key Decision</b>  | Yes   |
| <b>Item open to the public or exempt</b>   | Open -  |
| <b>Preceded by consultation</b>  |   |
| <b>Decision Taker</b>  | Cabinet 9 Feb 2022  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Inclusive Communities  |
| <b>Lead Officer</b>  | Executive Director (Communities & Customers) (Interim)  |
| <b>Report Contact</b>  | Ian Brooke, Head of Community Services<br>Tel: 01865 252705 ibrooke@oxford.gov.uk             |

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| <b>ITEM 41:<br/>ID: I027042</b>  | <b>Allocation of Homelessness Prevention Funds 2022/23</b><br>Report status: |
| A report to approve the allocation of homelessness prevention funds for 2022/23. |  |
| <b>Key Decision</b>  | Yes  |
| <b>Item open to the public or exempt</b>   | Open -   |
| <b>Preceded by consultation</b>  |  |

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| <b>Decision Taker</b>      | Cabinet 9 Feb 2022   |
| <b>Cabinet Lead Member</b> | Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless                      |
| <b>Lead Officer</b>        | Head of Housing Services   |
| <b>Report Contact</b>      | Paul Wilding, System Change Manager - Homelessness Prevention Tel: 01865 252461 pwilding@oxford.gov.uk |

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| <b>ITEM 42:<br/>ID: I027055</b>                                       | <b>Annual Update of the Council Business Plan</b><br>Report status:                   |
| A report to present the annual update of the Council's Business Plan. |   |
| <b>Key Decision</b>   | Yes   |
| <b>Item open to the public or exempt</b>                              | Open -  |
| <b>Preceded by consultation</b>                                       |   |
| <b>Decision Taker</b>   | Cabinet 9 Feb 2022  |
| <b>Cabinet Lead Member</b>  | Leader - Economic Development and Partnerships  |
| <b>Lead Officer</b>   |   |
| <b>Report Contact</b>   | 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

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| <b>ITEM 43:</b><br><b>ID: I027100</b>  | <b>Food Strategy</b><br>Report status: Provisional: Decision reliant on another action or process  |
| <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. This should include the following:</p> <p>Taking into account:</p> <ul style="list-style-type: none"> <li>o The National Food Strategy;</li> <li>o The considerable work undertaken by this Council to address inequality and to tackle food poverty during the pandemic;</li> <li>o Being a signatory to the Oxford Good Food Charter;</li> <li>o The excellent work of Oxford's voluntary sector to tackle food poverty;</li> <li>o Recommendations on achieving a self-sustaining community food system and Council's role in supporting this.</li> </ul> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul> |  |
| <b>Key Decision</b>  | Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14] |
| <b>Item open to the public or exempt</b>   | Open -   |
| <b>Preceded by consultation</b>  | Will involve engagement with key stakeholders within the food system within the City through the development of the draft strategy.        |
| <b>Decision Taker</b>  | Cabinet 16 Mar 2022  |
| <b>Cabinet Lead Member</b>   | Cabinet Member for Inclusive Communities   |
| <b>Lead Officer</b>  | Head of Community Services   |
| <b>Report Contact</b>  | Hagan Lewisman, Active Communities Manager<br>Tel: 01865 252706<br>hlewisman@oxford.gov.uk   |

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|---|--|
| <b>ITEM 44:<br/>ID: I027056</b>   | <b>Oxford City Council Safeguarding Report 2020/21</b><br>Report status:                               |
| To report on the progress made on the Oxford City Council's Safeguarding Action Plan 2020/21. |  |
| <b>Key Decision</b>   | Not Key  |
| <b>Item open to the public or exempt</b>  | Open -   |
| <b>Preceded by consultation</b>   |  |
| <b>Decision Taker</b>   | Cabinet 16 Mar 2022  |
| <b>Cabinet Lead Member</b>  | Cabinet Member for a Safer, Healthier Oxford   |
| <b>Lead Officer</b>   |  |
| <b>Report Contact</b>   | Daniella Granito, Policy and Partnerships Manager; Safeguarding co-ordinator<br>dgranito@oxford.gov.uk |

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| <b>ITEM 45:<br/>ID: I027014</b>  | <b>Integrated Performance Report for Q3</b><br>Report status:                            |
| A report to Members on Finance, Risk & Performance as at 31 December 2021. |  |
| <b>Key Decision</b>  | Not Key  |
| <b>Item open to the public or exempt</b>                                   | Open -   |
| <b>Preceded by consultation</b>  |  |
| <b>Decision Taker</b>  | Cabinet 16 Mar 2022  |
| <b>Cabinet Lead Member</b>   | Deputy Leader (Statutory) - Finance and Asset Management                                 |
| <b>Lead Officer</b>  | Head of Financial Services   |
| <b>Report Contact</b>  | Anna Winship, Management Accountancy Manager Tel: 01865 252517<br>awinship@oxford.gov.uk |

## Council 21 March 2022

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| <b>ID:<br/>I027573<br/>ITEM 3:</b>       | <b>Growth Board</b> |
|  |                     |
| <b>Key Decision</b>                      | Yes                 |
| <b>Item open to the public or exempt</b> | Open -              |

|                                 |  |
|---------------------------------|--|
| <b>Preceded by consultation</b> |  |
| <b>Decision Taker</b>           | Council 21 Mar 2022  |
| <b>Cabinet Lead Member</b>      | Leader - Inclusive Growth, Economic Recovery, and Partnerships |
| <b>Lead Officer</b>             | Chief Executive  |
| <b>Report Contact</b>           |  |

## Cabinet 13 April 2022

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