

# Forward Plan

## October 2021 to May 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

	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

<b>ITEM 1: 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 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 Tel: 01865 25 2294 ntwigg@oxford.gov.uk

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

<b>ITEM 2: ID: I023209</b>	<b>Use of s106 and Retained Right to Buy Receipts to increase the provision of more affordable housing process</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 Chief Executive 15 Jun 2020 Chief Executive 14 Sep 2020 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) Tel: 01865 252636 dscholes@oxford.gov.uk

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

<b>ITEM 3: 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:	
<p>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</p> <p>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.</p>	
<b>Key Decision</b>	Yes
<b>Decision Taker</b>	Cabinet 9 Sep 2020 Council 5 Oct 2020

	Officer Executive Decisions 1 Mar 2021 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) Tel: 01865 252636 dscholes@oxford.gov.uk

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

<b>ITEM 4: ID: I027810</b>	<b>The Delivery Arrangements for Additional Affordable Housing 2</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
<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

<b>ITEM 5: ID: I026424</b>	<b>Programme approval and allocation for Public Sector Decarbonisation 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 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 Executive Director (Development) Before 31 Mar 2021 Head of Corporate Strategy 6 May 2021 Head of Corporate Strategy 15 Sep 2021 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>	Executive Director (Development)
<b>Report Contact</b>	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

## KEY DECISIONS DELEGATED TO OFFICERS

<b>ITEM 6: 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

<b>ITEM 7: 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> <ul 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> </ul>	
<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 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 JBarker@oxford.gov.uk

<b>ITEM 8: 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 Council 30 Nov 2020 Chief Executive Before 31 Mar 2022

<b>Cabinet Lead Member</b>	Cabinet Member for Planning and Housing Delivery 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) Tel: 01865 252636 dscholes@oxford.gov.uk

<b>ITEM 9: 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 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

<b>ITEM 10: 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]
<b>Decision Taker</b>	Cabinet 9 Dec 2020 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

<b>ITEM 11: 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 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

<b>ITEM 12: 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 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>	Nerys Parry, Housing Strategy & Needs Manager nparry@oxford.gov.uk

<b>ITEM 13: 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 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

## REPORTS TO CABINET AND COUNCIL

### Cabinet 13 October 2021

<b>ITEM 14: ID: I027568</b>	<b>Development of land at South Oxford Science Village (Land South of Grenoble Road)</b>
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>	Scrutiny Committee 5 Oct 2021 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 JBarker@oxford.gov.uk

## Cabinet 10 November 2021

<b>ITEM 15: ID: I025001</b>	<b>Local Growth Funded Workspace Projects</b>
To seek approval to fund and enter into contract for the redevelopment of Standingford House and site at Cave Street, to provide affordable managed workspace.	
<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 -
<b>Decision Taker</b>	Cabinet 15 Jul 2020 Executive Director (Development) Before 31 Jul 2020 Cabinet 10 Nov 2021
<b>Cabinet Lead Member</b>	Leader - Inclusive Growth, Economic Recovery, and Partnerships
<b>Lead Officer</b>	Executive Director (Development)
<b>Report Contact</b>	Andrew Humpherson, Regeneration Manager Ahumpherson@oxford.gov.uk

<b>ITEM 16: ID: I028118</b>	<b>East Oxford Community Centre and Housing Development</b>
The Council has been working closely with the community in the East Oxford area and as a result of this intends to refurbish the existing East Oxford Community Centre building and also extending it with a new and highly efficient building. There will also be the provision of up to 26 housing units that will be situated across two sites. With an additional 2-4 units possible at Catherine street should the Council look to dispose of the site. To enable the developments there will be demolition of four of the existing buildings that are no longer fit for purpose.	

<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>	The Council has consulted through a variety of different ways including having consultation events that were held at the existing community centre on 20 Sept 2019 and 12 November 2019. We have also had regular reference group meetings and have had regular 1-1 stakeholder and tenant meetings.
<b>Decision Taker</b>	Cabinet 10 Nov 2021
<b>Cabinet Lead Member</b>	Cabinet Member for Inclusive Communities, Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
<b>Lead Officer</b>	Director of Housing, Executive Director (Communities & Customers) (Interim)
<b>Report Contact</b>	Douglas Kerrigan, Interim - Development Team Leader PMO dkerrigan@oxford.gov.uk, Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

<b>ITEM 17: ID: I027034</b>	<b>Discretionary Housing Payment Policy</b>
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>	Open -
<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 Tel: 07909 099571 jpickering@oxford.gov.uk

<b>ITEM 18: ID: I027797</b>	<b>Anti-social Behaviour Policy</b>
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 rjadams@oxford.gov.uk

<b>ITEM 19: ID: I028300</b>	<b>Strategic Grants Review</b>
The report seeks Cabinet agreement to changes to the grants and commissioning programme. The review is part of the council's transformation programme.	
<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 10 Nov 2021
<b>Cabinet Lead Member</b>	Cabinet Member for Inclusive Communities
<b>Lead Officer</b>	Director (Communities and People)
<b>Report Contact</b>	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

<b>ITEM 20: ID: I028252</b>	<b>Restructure of OXWed JV</b>
The current OxWed Joint Venture is to be restructured to create a new LLP. The new LLP will be more tax efficient than the current structure.	
<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 -
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	Cabinet 10 Nov 2021 Council 29 Nov 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>	Emma Gubbins egubbins@oxford.gov.uk

<b>ITEM 21: ID: I028264</b>	<b>Council Telephony Contracts Replacement</b>
Approval to proceed with the procurement and subsequent contract award(s) for a five year replacement to the existing BT OnePhone telephony contracts (fixed line and mobile) at a cost of less than and no more than the existing contract value of £1.8m.	
<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 10 Nov 2021
<b>Cabinet Lead Member</b>	Cabinet Member for Citizen Focused Services
<b>Lead Officer</b>	Head of Business Improvement
<b>Report Contact</b>	Rocco Labellarte, Chief Technology and Information Officer

<b>ITEM 22: ID: I028301</b>	<b>Loan to Low Carbon Hub in relation to Ray Valley Solar Farm</b>
To approve delegated authority to enter into a loan agreement with Low Carbon Hub in respect of Ray Valley Solar Farm and to approve a capital budget to enable payment of the loan.	
<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 -
<b>Preceded by consultation</b>	

<b>Decision Taker</b>	Cabinet 10 Nov 2021 Council 29 Nov 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

<b>ITEM 23: ID: I028322</b>	<b>Use of Retained Right to Buy Receipts to increase the provision of more affordable housing</b>
The report seeks project approval and delegations to enable the spending of Retained Right to Buy Receipts for the purpose of delivering more affordable housing, through new build or acquisition activity	
<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 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) Tel: 01865 252636 dscholes@oxford.gov.uk

## Council 29 November 2021

<b>ITEM 24: ID: I028167</b>	<b>Statement of Gambling Licensing Policy 2022</b>
To agree the revised policy following consultation.	
<b>Key Decision</b>	Not Key
<b>Item open to the public or exempt</b>	-
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	Licensing and Gambling Acts Committee 3 Nov 2021 Council 29 Nov 2021
<b>Cabinet Lead Member</b>	Cabinet Member for Culture, Leisure and

	Tourism
<b>Lead Officer</b>	Director of Housing
<b>Report Contact</b>	Anna Dumitru, Licensing Compliance Officer adumitru@oxford.gov.uk

<b>ITEM 25: ID: I027572</b>	<b>OxLEP and skills board</b>
Information reports to Council outlining the work of this partnership and the Council's involvement in it.	
<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
<b>Lead Officer</b>	Executive Director (Development)
<b>Report Contact</b>	Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk

<b>ITEM 26: 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 Tel: 01865 252230 abrown2@oxford.gov.uk



## Cabinet 15 December 2021

<b>ITEM 27: ID: I027035</b>	<b>Workplace Equalities and Action Plan :</b>
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
<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 Customer Focused Services
<b>Lead Officer</b>	Head of Business Improvement
<b>Report Contact</b>	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

<b>ITEM 28: ID: I027110</b>	<b>Determination of Shared Ownership Rent Levels</b>
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 10 Nov 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 / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

<b>ITEM 29: ID: I027809</b>	<b>Small Sites Development Proposal</b>
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>Preceded by consultation</b>	
<b>Decision Taker</b>	Cabinet 15 Dec 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 dwyatt@oxford.gov.uk

<b>ITEM 30: ID: I026292</b>	<b>Asset Management Strategy</b>
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 15 Dec 2021 Council 31 Jan 2022
<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 mwscott@oxford.gov.uk

<b>ITEM 31: ID: I027113</b>	<b>Budget 2022/23</b>
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 Tel: 01865 252708 nkennedy@oxford.gov.uk
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<b>ITEM 32: ID: I027725</b>	<b>Annual Monitoring Report and Infrastructure Funding Statement</b>
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

<b>ITEM 33: ID: I027013</b>	<b>Integrated Performance Report for Q2</b>
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 awinship@oxford.gov.uk

<b>ITEM 34: ID: I027038</b>	<b>Treasury Management Mid-Year Report</b>
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>	

<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

<b>ITEM 35: ID: I028314</b>	<b>Oxford City Council's net zero targets and green gas purchasing</b>
Cabinet is asked to agree a revision to the Council's net zero targets and a diversion of funds from green gas purchase and offsetting to a Net Zero Transition Fund following advice received from the Council's Scientific Adviser, Professor Nick Eyre.	
<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 Council 31 Jan 2022
<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>	Rose Dickinson, Carbon Reduction Team Manager rdickinson@oxford.gov.uk

## Cabinet 26 January 2022

<b>ITEM 36: ID: I028143</b>	<b>Proposal to remove and sell car parking decking from Oxpens car park</b>
Cabinet is asked to agree that the Oxpens car park decking should be removed and sold.	
<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
<b>Cabinet Lead Member</b>	Deputy Leader (Statutory) - Finance and Asset Management
<b>Lead Officer</b>	Executive Director (Development)
<b>Report Contact</b>	

<b>ITEM 37: ID: I027032</b>	<b>Council Tax Reduction Scheme for 2022/23</b>
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 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 tbandekar@oxford.gov.uk

## Council 31 January 2022

Reports from Cabinet

- Council Tax Reduction Scheme for 2022/23

<b>ID: I027576 ITEM 1:</b>	<b>Children's Trust Board</b>
<b>Key Decision</b>	Yes
<b>Item open to the public or exempt</b>	-
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	Council 31 Jan 2022
<b>Cabinet Lead Member</b>	Cabinet Member for a Safer, Healthier Oxford
<b>Lead Officer</b>	Head of Corporate Strategy
<b>Report Contact</b>	Daniella Granito, Policy and Partnerships Manager; Safeguarding co-ordinator dgranito@oxford.gov.uk

<b>ID:</b> I028299 <b>ITEM 2:</b>	<b>Proposed changes to the Constitution 2021/22</b>
<b>Key Decision</b>	No
<b>Item open to the public or exempt</b>	-
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	Council 31 Jan 2022
<b>Cabinet Lead Member</b>	Leader - Inclusive Growth, Economic Recovery, and Partnerships
<b>Lead Officer</b>	Head of Law and Governance
<b>Report Contact</b>	Andrew Brown, Committee and Member Services Manager Tel: 01865 252230 abrown2@oxford.gov.uk

### Cabinet 09 February 2022

<b>ITEM 40:</b> ID: I027114	<b>Budget 2022/23</b>
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 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 Tel: 01865 252708 nkennedy@oxford.gov.uk

<b>ITEM 41:</b> ID: I027039	<b>Treasury Management Strategy 2022/23</b>
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 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

<b>ITEM 42: ID: I027040</b>	<b>Capital Strategy 2022/23</b>
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 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

<b>ITEM 43: ID: I027041</b>	<b>Grant Allocations to Community &amp; Voluntary Organisations 2022/23</b>
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 Tel: 01865 252705 ibrooke@oxford.gov.uk

<b>ITEM 44: ID: I027042</b>	<b>Allocation of Homelessness Prevention Funds 2022/23</b>
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>	
<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

<b>ITEM 45: ID: I027055</b>	<b>Annual Update of the Council Business Plan</b>
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



<b>ITEM 46: ID: I028168</b>	<b>Statement of Licensing Policy (Licensing Act 2003)</b>
To approve the Statement of Licensing Policy required by the Licensing Act 2003 following public consultation	
<b>Key Decision</b>	Not Key
<b>Item open to the public or exempt</b>	-
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	Licensing and Gambling Acts Committee 3 Nov 2021 Licensing and Gambling Acts Committee 7 Feb 2022 Council 16 Feb 2022
<b>Cabinet Lead Member</b>	Cabinet Member for Culture, Leisure and Tourism
<b>Lead Officer</b>	Director of Housing
<b>Report Contact</b>	Anna Dumitru, Licensing Compliance Officer adumitru@oxford.gov.uk

<b>ITEM 47: ID: I028170</b>	<b>Taxi Licensing Policy (Hackney and Private Hire vehicles and drivers)</b>
To approve the revised policy after consultation.	
<b>Key Decision</b>	Not Key
<b>Item open to the public or exempt</b>	-
<b>Preceded by consultation</b>	
<b>Decision Taker</b>	General Purposes Licensing Committee 3 Nov 2021 General Purposes Licensing Committee 7 Feb 2022 Council 16 Feb 2022
<b>Cabinet Lead Member</b>	Deputy Leader - Green Transport and Zero Carbon Oxford
<b>Lead Officer</b>	Director of Housing
<b>Report Contact</b>	Anna Dumitru, Licensing Compliance Officer adumitru@oxford.gov.uk

## Council 28 February 2022 (provisional)

### Cabinet 16 March 2022

<b>ITEM 48: ID: I027100</b>	<b>Food Strategy</b>
<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 Tel: 01865 252706 hlewisman@oxford.gov.uk

<b>ITEM 49: ID: I027056</b>	<b>Oxford City Council Safeguarding Report 2020/21</b>
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 dgranito@oxford.gov.uk

<b>ITEM 50: ID: I027014</b>	<b>Integrated Performance Report for Q3</b>
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 awinship@oxford.gov.uk

## Council 21 March 2022

<b>ID:</b> <b>I027573</b>	<b>Growth Board</b>	
<b>ITEM 3:</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>		

<b>ITEM 52:</b> <b>ID: I027571</b>	<b>OSP - Oxford Strategic Partnership inc Economic Growth, Low Carbon Oxford, Stronger Communities Steering Groups</b>	
OSP - Oxford Strategic Partnership inc Economic Growth, Low Carbon Oxford, Stronger Communities Steering Groups – <i>the Oxford Safer Communities Partnership is taken separately</i>		
<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>	Head of Corporate Strategy	
<b>Report Contact</b>	Shelley Ghazi, Policy and Partnerships Officer Tel: 01865 529760 sghazi@oxford.gov.uk	

## Cabinet 13 April 2022