

Forward Plan

May 2023 to August 2023

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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
- 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

Oxford City Council, Town Hall, St Aldate's, Oxford OX1 1BX

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, Leader	Inclusive Economy and Partnerships
Ed Turner, Deputy Leader (Statutory)	Finance and Asset Management
Chewe Munkonge, Deputy Leader	Leisure and Parks
Shaista Aziz	Inclusive Communities and Culture
Nigel Chapman	Citizen Focused Services
Alex Hollingsworth	Planning and Housing Delivery
Linda Smith	Housing
Anna Railton	Zero Carbon Oxford and Climate Justice
Louise Upton	Health and Transport
Diko Walcott	Safer Communities

Senior Officer	Job Title
Caroline Green	Chief Executive
Tom Bridgman	Executive Director (Development)
Stephen Gabriel	Executive Director (Communities and People)
Tom Hook	Executive Director (Corporate Resources)
Helen Bishop	Head of Business Improvement
Rhian Davies	Interim Head of Law and Governance / Monitoring Officer
Ian Brooke	Head of Community Services

Nerys Parry	Head of Housing Services
David Butler	Head of Planning Services
Nigel Kennedy	Head of Financial Services/Section 151 Officer
Ian Wright	Head of Regulatory Services & Community Safety
Carolyn Ploszynski	Head of Regeneration & Economy
Jane Winfield	Head of Corporate Property
Mish Tullar	Head of Corporate Strategy

Standing Item: Decisions on acquisitions and disposals within the Commercial Property Portfolio Investment Strategy

ITEM 1: ID: I022798	Property Investment Portfolio Analysis and Strategy Report
Cabinet resolved at its meeting on 19 December 2019 to note that the Leader will delegate the authority for decisions in relation to individual property transactions to the Cabinet Member for Finance and Asset Management.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Cabinet 19 Dec 2019 Deputy Leader - Finance and Asset Management Before 31 Mar 2024
Cabinet Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jane Winfield, Head of Corporate Property Tel: 01865 252551 jwinfield@oxford.gov.uk

KEY DECISIONS DELEGATED TO OFFICERS

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

ITEM 2: ID: I023209	Use of s106 and Retained Right to Buy Receipts to increase the provision of more affordable housing
<p>Cabinet, at its meeting on 22 January 2020, resolved to:</p> <p>4. Delegate authority to the Director of Housing, in consultation with the Cabinet Member for Affordable Housing, the Head of Financial Services / S151 Officer; and the Council's Monitoring Officer, to enter into agreement for the award of grant, contractual arrangement and/or spend, for the provision of additional affordable housing in perpetuity using Retained Right to Buy Receipts or Recycled Capital Grant Funding;</p> <p>5. Delegate authority to the Head of Planning Services, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/S151 Officer; and the Council's Monitoring Officer, to enter into agreement for the award of grant, contractual arrangement and/or spend, for the provision of additional affordable housing in perpetuity using s.106 funds; and</p> <p>6. Delegate 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.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 22 Jan 2020 Head of Planning Services 29 Nov 2022 Chief Executive Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Housing Services Executive Director (Communities and People), Executive Director (Communities and People)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

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

ITEM 3: ID: I024856	Land acquisition and Project Approvals for the development of homes in the HRA
<p>Cabinet, at its meeting on 09 September 2020, delegated authority to:</p> <ol style="list-style-type: none"> 1. The Director of Housing, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into agreements for the purchase of land, and any other necessary agreements or contracts and/or spend within the identified budget, for the provision of additional affordable housing; and 2. The Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any property or development purchases over £500,000 for affordable housing, within this project approval and budget envelope. 	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	<p>Cabinet 9 Sep 2020</p> <p>Council 5 Oct 2020</p> <p>Executive Director (Communities and People) 1 Mar 2021</p> <p>Chief Executive Before 31 Dec 2023</p>
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

Standing Item: The Delivery Arrangements for Additional Affordable Housing

ITEM 4: ID: I027810	The Delivery Arrangements for Additional Affordable Housing	
<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 include the following locations:</p> <ul style="list-style-type: none"> • Land at Elsfield Hall • Former 2-16 Cumberlege Close • Land at the Former Murco Petrol Filling Station on Between Towns Road • Bracegirdle, Mortimer and Broadoak • Edgecombe Road • Harts Close • Underhill Circus • Warren Crescent • Land at the Oval and Carole's Way, Rose Hill • Former Lucy Faithfull House site at 8 Speedwell Street 		
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]	
Item open to the public or exempt	Open -	
Decision Taker and date decision expected to be taken by	Executive Director (Communities and People) Before 31 Jan 2024	
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery	
Lead Officer	Executive Director (Communities and People)	
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk	

ITEM 5: ID: I030257	Affordable Housing Delivery Programme	
<p>At its meeting on 13 April 2022, Cabinet resolved to:</p> <ol style="list-style-type: none"> 1. Delegate authority to the Executive Director for Development, in consultation with the Executive Director for Communities and People; the Cabinet Member for 		

Planning and Housing Delivery; the Head of Financial Services/ Section 151 Officer; and the Head of Law and Governance, to approve and facilitate the sale of the council owned site, to facilitate the OCHL development and the subsequent acquisition of affordable dwellings by the HRA, within this project approval for Mill Lane, Marston;

2. **Delegate authority** to the Executive Director for Communities and People, in consultation with the Cabinet Member for Affordable Housing, Housing Security and Housing the Homeless; the Head of Financial Services/ Section 151 Officer; and the Head of Law and Governance, to enter into agreements and facilitate the agreed purchase by the HRA of all the affordable housing units from OCHL within this project approval, for Mill Lane, Marston and the extensions;
3. **Delegate authority** to the Executive Director for Development, in consultation with the Cabinet Member for Planning and Housing Delivery; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into funding and other necessary agreements for the purpose of delivery affordable housing through the Oxfordshire Housing and Growth Deal programme, within identified budgets, for the Gibbs Crescent scheme listed in the report;
4. **Delegate authority** to the Executive Director for Communities and People, in consultation with the Cabinet Member for Affordable Housing, Housing Security and Housing the Homeless; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into funding and other necessary agreements for the purpose of delivery of affordable housing with Homes England;
5. **Delegate authority** to the Executive Director for Communities and People, in consultation with the Cabinet Member for Affordable Housing, Housing Security and Housing the Homeless; the Head of Financial Services/ Section 151 Officer; and the Head of Law and Governance, to enter into agreement and facilitate the agreed purchase by the HRA of the affordable housing units, from OCHL, referenced at paragraphs 16 to 20 of this report, at a cost that exceeds the usual financial parameters for the HRA in respect of the 5 properties listed in Table 3, within further information provided in the confidential Appendix 2, to ensure units remain at Social Rent, within overall budget envelopes for affordable housing buy-backs.

Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Cabinet 13 Apr 2022 Council 18 Jul 2022

	Executive Director (Communities and People) Before 30 Apr 2024 Executive Director (Development) Before 30 Apr 2024
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 6: ID: I028322	Use of Retained Right to Buy Receipts to increase the provision of more affordable housing
<p>Cabinet, at its meeting on 10 November 2021, delegated authority to the Executive Director for Communities and People, in consultation with the Cabinet Member for Affordable Housing, Housing Security and Housing the Homeless; the Head of Financial Services; and the Head of Law and Governance, to enter into agreement for the award of grant, contractual arrangement and/or spend, for the provision of additional affordable housing, using Retained Right to Buy Receipts, within this project approval.</p> <p>At its meeting on 10 November 2021 Cabinet also delegated authority to the Chief Executive, in consultation with the Cabinet Member for Finance and Asset Management; the Cabinet Member for Affordable Housing, Housing Security and Housing the Homeless; the Head of Financial Services; and the Head of Law and Governance, to approve any property purchase or development delivery over £500,000 for affordable housing, within this project approval.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Executive Director (Communities and People) Before 31 Dec 2023 Chief Executive Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Housing

Lead Officer	Executive Director (Communities and People)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 7: ID: I033131	Delivery of Affordable Housing (Railway Lane and Marston Paddock Sites)
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Cabinet, on 14 December 2022, resolved to:

1. **Grant project approval** for the continued acquisition of affordable dwellings developed by OCHL for which budgetary provision has been made in the Council's Housing Revenue Account in respect of:
 - (i) Railway Lane, Littlemore (referenced in paragraphs 3 to 10 of the report) and
 - (ii) Marston Paddock, Butts Lane, Old Marston (referenced in paragraphs 11 to 17 of the report);
2. **Delegate authority** to the Executive Director (Development), in consultation with the Head of Law and Governance, to approve and facilitate the license to occupy and develop the council owned site in order to facilitate the development within this project approval for Railway Lane, Littlemore; and
3. **Delegate authority** to the Executive Director (Development), in consultation with the Executive Director (Communities and People), the Cabinet Member for Housing, the Head of Financial Services/ Section 151 Officer and the Head of Law and Governance, to enter into agreements and facilitate the agreed purchase by the Council of these developments, with all the affordable housing units from OCHL to be held in the HRA, within this project approval for the Railway Lane and Marston Paddock sites.

Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 14 Dec 2022 Executive Director (Development) Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Housing Delivery
Lead Officer	Head of Housing Services

Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk
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ITEM 8: ID: I033132	Delivery of Affordable Housing (Oxford North, Goose Green and Meadow Lane)
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Cabinet, on 15 March 2023, resolved to:

2. **Delegate authority** to the Executive Director (Development), in consultation with the Executive Director (Communities and People); the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to finalise the scheme design and financial appraisals and enter into agreements and contracts to facilitate the agreed purchase by the Council of the affordable housing (to be held in the HRA) and any associated land, within the identified budget, for the provision of the affordable housing (111 affordable homes) on the Oxford North development, within the project approval;
3. **Delegate authority** to the Executive Director (Communities and People) in consultation with the Cabinet Member for Planning and Housing Delivery; the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer and the Head of Law and Governance/Monitoring Officer to finalise the scheme design and financial appraisals and enter into agreements and contracts to facilitate the purchase by the Council of the social rent and shared ownership homes (to be held in the HRA) and any associated land, within the identified budget and within this project approval for Goose Green, Wolvercote (16 affordable homes);
4. **Delegate authority** to the Executive Director (Development), in consultation with the Cabinet Member for Finance and Asset Management; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to approve the final terms and enter into the transfer in relation to Goose Green from the General Fund to OCHL;
5. **Delegate authority** to the Executive Director (Development), in consultation with the Executive Director (Communities and People); the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to finalise the scheme design and financial appraisals and enter into agreements and contracts to facilitate the agreed purchase by the Council of the affordable housing (to be held in the HRA) and any associated land, from OCHL, for the provision of the affordable housing on the Meadow Lane, Iffley development (32 affordable homes), and within the identified budget and this project approval.

Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
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Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 15 Mar 2023 Executive Director (Development), Executive Director (Communities and People) Before 31 Dec 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Housing, Cabinet Member for Planning and Housing Delivery Cabinet Member for Housing, Cabinet Member for Planning and Housing Delivery, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Housing Services Executive Director (Development), Executive Director (Communities and People)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

Standing item: Next Steps Accommodation Programme (NSAP) Property Purchases

ITEM 9: ID: I025819	Project Approval and Allocation of Next Steps Accommodation Programme Funding for Affordable Housing Delivery & Homelessness Prevention
Cabinet, at its meeting on 11 November 2020, delegated authority to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any agreements over £500,000 for affordable housing, within the project approval given at the meeting and budget envelope.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 11 Nov 2020 Council 30 Nov 2020

	Chief Executive Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Planning and Housing Delivery, Cabinet Member for Housing
Lead Officer	Head of Housing Services Executive Director (Communities and People)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

Standing item: Acquisition of affordable housing at Barton Park

ITEM 10: ID: I029594	Barton - Acquisition of Affordable Property
The City Executive Board, on 10 July 2013, resolved to grant delegated authority to the Executive Director, City Regeneration and Housing, in consultation with the Head of Finance, to authorise the Council's entry into the required legal documentation with Barton Oxford LLP to give effect to the acquisition of affordable (social rented) housing at Barton Park.	
Key Decision	Yes
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Executive Director (Communities and People) Before 30 Apr 2024
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Allison Dalton, Project Coordinator adalton@oxford.gov.uk

Key decisions delegated to the Executive Director (Communities and People)

ITEM 11:	Disposal of Council Dwelling Houses
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ID: I032099	
Cabinet, on 15 June 2022, resolved to:	
<ol style="list-style-type: none"> 1. Approve the disposal of the freeholds of 39 Long Close, 163 Walton Street, 8 Cowley Road and 46 Stubbs Avenue; 2. Approve the use of the resulting capital receipts into the General Fund for regeneration purposes; and 3. Delegate authority to the Executive Director (Communities and People) in consultation with the Cabinet Member for Housing, to approve the terms of sale for each property. 	
Key Decision	Yes Acquiring or disposing of freeholds or leaseholds with a consideration or premium over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 15 Jun 2022 Executive Director (Communities and People) Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Bill Graves, Landlord Services Manager bgraves@oxford.gov.uk

ITEM 12: ID: I032844	Social Housing Decarbonisation Fund: Wave 2.1
Cabinet, on 16 November 2022, resolved to:	
<ol style="list-style-type: none"> 1. Grant approval for Oxford City Council to submit a funding bid in the Social Housing Decarbonisation Fund (SHDF) 2.1 bidding round in November 2022, seeking a Government funding contribution towards a retrofit programme for around 300 council houses; 2. Delegate authority to the Head of Corporate Strategy, in consultation with the Cabinet Member for Housing, the Cabinet Member for Zero Carbon Oxford and Climate Justice, and the Head of Housing Services, to finalise the bid document for submission to Government by 18 November 2022; 3. Recommend to Council that if the bid is successful it grants approval for the release of up to £6.050 million of HRA capital funding required for match funding under the terms of the SHDF 2.1 scheme in accordance with the 	

estimated spend profile in paragraph 24;	
4. Delegate authority to the Executive Director (Communities and People) in consultation with the Head of Financial Services / Section 151 Officer to spend the HRA funds together with SHDF grant funding for the purposes of the proposed retrofit scheme, including entering into contracts with contractors to deliver the works.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council, Cabinet 16 Nov 2022 Executive Director (Communities and People) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Zero Carbon Oxford and Climate Justice
Lead Officer	Head of Corporate Strategy
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 13: ID: I034158	Local Authority Housing Fund
Cabinet, on 19 April 2023, resolved to:	
<ol style="list-style-type: none"> 1. Approve the Council becoming part of the Local Authority Housing Fund in order to deliver 6 new affordable homes; 2. Recommend to Council the allocation of £2,330,320 capital budget from the Housing Revenue Account for the Council's investment to purchase the properties as part of Local Authority Housing Fund; and 3. Delegate authority to the Executive Director (Communities & People) in consultation with the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to enter into agreements and contracts to facilitate the purchase by the Council of housing (to be held in the HRA) within the identified budget and within the project approval. 	
Key Decision	Yes
Item open to the public or exempt	Open -
Decision Taker and date decision	Cabinet, Council Before 31 Dec 2023

expected to be taken by	
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Richard Wood, Housing Strategy and Needs Manager Rwood@oxford.gov.uk

Key decisions delegated to the Executive Director (Development)

ITEM 14: ID: I025338	Implementation of the Housing Infrastructure Funding for Oxford North (Northern Gateway)
<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"> Finalise the legal agreement with the developer Thomas White Oxford (“TWO”); Enter into the legal agreement to secure the delivery of the Housing Infrastructure Funding (“HIF”) funded infrastructure at Oxford North; Secure the HIF funding and implementation of the HIF agreements, including the provision of funding to TWO; and Agree any changes necessary to the HIF agreement with Homes England to facilitate the securing of the HIF funding, the delivery of the infrastructure and the recouping of funding. 	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 15: ID: I025694	Housing Infrastructure Funding for Osney Mead Innovation Quarter
<p>Cabinet, at its meeting on 20 January 2021 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 enter into contracts, following agreement of the Development Board and an appropriate procurement process, for the walking and cycling infrastructure works covered by the HIF Agreement with Homes England.</p>	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 16: ID: I028118	East Oxford Community Centre and Housing Development
<p>Cabinet, at its meeting on 10 November 2021, delegated to the Executive Director Development in consultation with Executive Director Communities and People, the S151 officer, Head of Law and Governance, Cabinet Members for Finance and Asset Management and Inclusive Communities the authority to award and enter into the construction contract for the Community Centre refurbishment and new build to Oxford Direct Services Ltd subject to the full tender submission being within the agreed budget and an independent quantity surveyor demonstrating that this is value for money and ensuring unlawful subsidy is avoided.</p> <p>At its meeting on 10 November 2021 Cabinet also delegated to the Executive Director Development in consultation with the Executive Director Communities and People, the S151 officer, Head of Law and Governance, Cabinet Members for Finance and Asset Management, Affordable Housing, Housing Security and Homelessness the authority to award and enter into the construction contract for the new build Housing scheme subject to the full tender submission being within the agreed budget and a legally compliant procurement process being followed.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -

Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Housing Delivery, Cabinet Member for Inclusive Communities and Culture, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

ITEM 17: ID: I025001	Local Growth Funded Workspace Projects
<p>Cabinet, at its meeting on 10 November 2021, delegated authority to the Executive Director Development, in consultation with the Head of Financial Services; the Head of Law and Governance; the Leader and Cabinet Member for Inclusive Growth, Economic Recovery and Partnerships; and the Cabinet Member for Finance and Asset Management, to agree and enter into a building contract and associated professional services for the redevelopment following the conclusion of a procurement exercise.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Executive Director (Development)
Report Contact	Andrew Humpherson, Regeneration Manager Ahumpherson@oxford.gov.uk

ITEM 18: ID: I027568	Development of land at South Oxford Science Village (Land South of Grenoble Road)
<p>Cabinet, at its meeting on 9 February 2022, resolved to: Delegate to the Director for Development, in consultation with the Cabinet Members</p>	

<p>for Finance and Asset Management and Planning and Housing Delivery, the Head of Law and Governance and the Head of Financial Services, the decision, following the receipt of advice, whether to pursue an option or conditional contract, the final drafting of any such option or contract, the granting of any such option or contract, or the entering into agreement on any such option or contract which commits the Council's land, within the SOSV allocation, to be available to be drawn down by the LLP when the land is needed for development. This will include ensuring the requirements of S123 of the Local Government Act 1972 are met and that any disposal is for the best consideration that can reasonably be obtained or otherwise in compliance with the requirements of section 123.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 19: ID: I032055	Oxford Flood Alleviation Scheme (Amended Land Disposal)
<p>The City Executive Board, on 18 September 2018, resolved to grant delegated authority to the Executive Director – Sustainable City, in consultation with the Heads of Finance and Law and Governance, to enter into appropriate legal agreements with the Environment Agency to give effect to the matters outlined in the report relating to the disposal of land for the purposes of the Oxford Flood Alleviation Scheme.</p> <p>This matter now falls within the remit of the Executive Director (Development).</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision	Executive Director (Development) Before 31

expected to be taken by	Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Richard Waple, Interim Lead Officer OPAS rwaple@oxford.gov.uk

ITEM 20: ID: I030320	Public Realm and Landscape Works to City Centre Land
Cabinet, on 15 June 2022, resolved to delegate authority to the Executive Director (Development) in consultation with the Council's Section 151 Officer, the Head of Law and Governance and the Deputy Leader (Statutory) – Finance and Asset Management to agree the final works details, budget changes, and submission of any planning application for the public realm improvement on Council owned land in the City Centre.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Council, Cabinet 15 Jun 2022 Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Regeneration and Economy
Report Contact	Carri Unwin, Regeneration Manager Cunwin@oxford.gov.uk

ITEM 21: ID: I032564	UK Shared Prosperity Fund (UKSF) Investment Plan
Cabinet, on 19 October 2022, resolved to:	
1. Delegate authority to the Executive Director (Development) to take the necessary decisions and actions to oversee the UKSPF investment plan,	

<p>including implementing and administering the scheme and the resulting projects in accordance with the requirements and priorities of the prospectus and fund;</p> <p>2. Delegate authority to the Executive Director (Development) to enter into a contract with central government to deliver the UKSPF and to make non-material changes to the investment plan in consultation with the Head of Financial Services / S151 Officer, the Cabinet Member for Inclusive Economy and Partnerships, and the Cabinet Member for Zero Carbon Oxford and Climate Justice.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet, Council 19 Oct 2022 Executive Director (Development) Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice, Leader - Inclusive Economy and Partnerships Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development) Executive Director (Development)
Report Contact	Ted Maxwell, Economy, City Centre & Green Transport Lead tmaxwell@oxford.gov.uk

ITEM 22: ID: I032500	Appointment of a contractor for the Oxpens River Bridge
<p>Cabinet, on 16 November 2022, resolved to:</p> <p>1. Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services/Section 151 Officer, the Head of Law and Governance and the Cabinet Member for Planning and Housing Delivery, to agree and enter into contractual terms with Oxfordshire County Council for £2.8 million of additional funding from the Oxfordshire Housing and Growth Deal Funds (OHGDF) and an amended collaboration agreement to cover revised project delivery arrangements including fees and programme;</p> <p>2. Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services/Section 151 Officer, the Head of Law and Governance and the Cabinet Member for Planning and Housing Delivery to enter into contractual terms with a contractor for the pre-contract stages of the Oxpens</p>	

<p>River Bridge by signing a project order for providing detailed design, programme and 100% market tested estimate for the bridge, subject to the Council's normal procurement procedures;</p> <p>3. Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services/Section 151 Officer, the Head of Law and Governance and the Cabinet Member for Planning and Housing Delivery to agree and enter into contractual terms with a contractor by signing a delivery agreement to build the bridge and carry out associated works, subject to the project being deliverable within the funding available and compliant with the Council's normal procurement procedures; and</p> <p>4. Delegate authority to the Executive Director (Communities & People) in consultation with the Cabinet Member for Planning and Housing Delivery, the Head of Law and Governance, the Head of Financial Services/Section 151 Officer and the Head of Corporate Property to enter into a legally binding agreement(s) with OxWED to enable the bridge to be constructed from its land and over land to the rear of the ice rink and to undertake enabling works if appropriate to facilitate the delivery of the bridge.</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 16 Nov 2022 Executive Director (Development) Before 31 Dec 2023 Executive Director (Communities and People) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Steve Weitzel, Regeneration Manager sweitzel@oxford.gov.uk

ITEM 23: ID: I032816	Housing Infrastructure Funding for Osney Mead – revised implementation arrangements
<p>Cabinet, on 16 November 2022, resolved to:</p> <p>2. Delegate authority to the Executive Director (Development) in consultation with the Cabinet Member for Planning and Housing Delivery and the Head of Law</p>	

and Governance to enter into legal agreements with:	
<ul style="list-style-type: none"> (i) Oxfordshire County Council, to provide them with a proportion of the HIF funding secured by the City Council to enable County to deliver the Oxford Flood Alleviation Scheme enabling works as part of the Kennington Bridge works; and (ii) an agreement with the Environment Agency (EA), and if necessary including the County Council, regarding the delivery of the HIF milestones, monitoring and clawback arrangements as necessary. 	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 16 Nov 2022 Executive Director (Development) Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Elaine Swapp, Principal Regeneration Officer eswapp@oxford.gov.uk

ITEM 24: ID: I033065	Cowley Branch Line Project - Funding for Full Business Case
Cabinet, on 14 December 2022 , resolved to:	
<p>1. Approve the funding strategy and recommend Full Council to approve a capital budget of £4.56m to deliver the next phase of the project made up of:</p> <ul style="list-style-type: none"> • Up to £289,000 up front contribution from Oxford City Council from already-secured Community Infrastructure Levy (CIL) funds; • Up to £3.5m of the costs to be funded by local landowners and then be reimbursed from CIL paid for any future development by those landowners that gains planning consent after the date that contracts are entered into; • At least £771,000 from local landowners and Oxfordshire County Council as a non-repayable grant contribution; • In the event that the submitted Levelling Up Fund 2 application seeking £4.0m is found to be successful in total or in part, the local funding arrangement described above would be reduced commensurately from 	

one or more of the funding pots outlined above; and	
2. Delegate authority to the Executive Director (Development), in consultation with the Council's Section 151 Officer, the Head of Law and Governance, and the Cabinet Members for Health & Transport and for Finance & Asset Management to agree financial contributions and terms, and then enter into all relevant funding agreements and contracts.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Council 30 Jan 2023 Executive Director (Development) Before 31 May 2024
Cabinet Lead Member	Cabinet Member for Health and Transport
Lead Officer	Head of Regeneration and Economy
Report Contact	Ted Maxwell, Economy, City Centre & Green Transport Lead tmaxwell@oxford.gov.uk

ITEM 25: ID: I033996	Blackbird Leys Development Project Detailed Design
Cabinet, on 11 March 2020, resolved to:	
<ol style="list-style-type: none"> 1. Delegate authority to the Executive Director Development to sign off the Pre-Planning Viability Condition and all other Stage One requirements of the Development Agreement detailed in this report, and confirm the project can move past Gateway One and into Stage Two (detailed design & planning submission) of the Development Agreement; 2. Delegate authority to the Executive Director of Development, in consultation with the Cabinet Member for Leisure & Housing and the Cabinet Member for Affordable Housing, to approve moving through the remaining Gateways of the Development Agreement and subsequently entering into a lease for the land with Catalyst Housing Limited, subject to the approved budget; 3. Note that the Development Agreement sets out that if the scheme does not move forward to delivery, that the Council will incur 50% of the Stage 2 costs, an estimate of which is set out in the report. (paragraph 73); 4. Approve the use the CIL receipts generated to facilitate the delivery of the community and infrastructure works set out in the concept plan and to recommend to Full Council that this commitment is recognised in the Capital Programme in 2022/23 and beyond as a potential future earmarked CIL receipt (for investment in strategic infrastructure and community facilities at Blackbird 	

<p>Leys) and subject to planning;</p> <p>5. Recommend to Council to allocate a budget of up to £21.528 million to deliver the scheme for new affordable and market housing, community and retail facilities and new and enhanced public space (paragraphs 11-19) and in line with the funding sources and viability assessment set out in this report. (paragraphs 57 – 62);</p> <p>6. Recommend to Council to allocate the HRA and General Fund spend in accordance with the profile set out in the report.(paragraphs 63-64) and which will supersede any current budget held for this project; and</p> <p>7. Commit to the fullest ongoing engagement with the local community as part of the detailed design and planning stage and prior to submission of the planning application.</p>	
Key Decision	Yes Acquiring or disposing of freeholds or leaseholds with a consideration or premium over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Andrew Humpherson, Regeneration Manager Ahumpherson@oxford.gov.uk

ITEM 26: ID: I033335	Implementing the Covered Market "Masterplan"
<p>Cabinet, on 8 February 2023, resolved to:</p> <p>1. Delegate authority to the Executive Director (Development), in consultation with the Council's Section 151 Officer, the Head of Law and Governance, and the Cabinet Members for Inclusive Economy and Partnerships, Finance and Asset Management, and Planning and Housing Delivery, to finalise the scope of works, undertake the necessary procurements, and enter into all contracts for the detailed design, construction works, and all associated professional services, for the regeneration of the Covered Market within the agreed budget;</p> <p>2. Subject to Council approval of the Budget, authorise to spend a capital budget of £6.87m starting in 2023-2024, to deliver the project. (The recommendation to Council to create this budget is part of the Budget report, elsewhere on this agenda).</p>	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial

	Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 8 Feb 2023 Executive Director (Development) Before 15 Mar 2024
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Leader - Inclusive Economy and Partnerships, Deputy Leader (Statutory) - Finance and Asset Management Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Planning and Housing Delivery, Leader - Inclusive Economy and Partnerships
Lead Officer	Executive Director (Development) Executive Director (Development)
Report Contact	Ted Maxwell, Economy, City Centre & Green Transport Lead tmaxwell@oxford.gov.uk

ITEM 27: ID: I033044	Additional Loan Finance to Oxford West End Developments (OxWED LLP)
Cabinet, on 8 February 2023, resolved to:	
1. Delegate authority to the Head of Financial Services / S151 Officer in consultation with the Deputy Leader (Statutory) – Finance and Asset Management to agree terms and draw down the up to £750,000 loan to OxWED.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 8 Feb 2023 Head of Financial Services Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management Deputy Leader (Statutory) - Finance and Asset Management

Lead Officer	Executive Director (Development)
Report Contact	Tom Bridgman, Executive Director (Development) tbridgman@oxford.gov.uk

ITEM 28: ID: I034028	Grant of easement over land
To consider the grant of an easement over land for the purpose of laying cables for the transmission of electricity.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Executive Director (Development) Before 30 Nov 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Christopher Wood, Corporate Asset Manager cwood@oxford.gov.uk

Key decision delegated to the Head of Financial Services

ITEM 29: ID: I030283	Insurance Tender
Cabinet, at its meeting on 13 April 2022, resolved to: Delegate authority to the Head of Financial Services in consultation with the Head of Law and Governance to award a contract for the provision of insurance services to Oxford City Council and group companies from 1 January 2023 for a period of 3 years with an option to extend for up to 2 years (1+1) following a compliant procurement exercise.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -

Decision Taker and date decision expected to be taken by	Cabinet 13 Apr 2022 Head of Financial Services Before 31 Dec 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

Key decision delegated to the Head of Corporate Strategy

ITEM 30: ID: I032015	Local Electric Vehicle Infrastructure Grant and Project
Cabinet, on 15 June 2022, resolved to:	
2. Delegate authority to the Head of Corporate Strategy, in consultation with the Cabinet Member for Health and Transport, the Cabinet Member for Zero Carbon Oxford and Climate Justice, the Head of Financial Services / Section 151 Officer, and the Council's Monitoring Officer, to enter into funding, partnership, contracts and other necessary agreements for the purpose of delivering the scheme, including expenditure as necessary of remaining GULO funding held by the Council.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 15 Jun 2022 Head of Corporate Strategy Before 31 Dec 2023
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice
Lead Officer	Executive Director (Development)
Report Contact	Sarah Hassenpflug, Sustainable City Projects Officer Shassenpflug@oxford.gov.uk

REPORTS TO CABINET AND COUNCIL

Council - 17 May 2023 (Annual Council)

Reports from Cabinet:

- Local Authority Housing Fund

ITEM 31: ID: I034194	Approval of a bid to run the South and Vale Home Improvement Agency on behalf of Oxfordshire County Council
To consider an amendment to the Budget to take into account the provision of the HIA service to deliver the contract. This follows a decision by the Cabinet Member for Housing dated 10 March 2023 .	
Key Decision	Yes
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 17 May 2023
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Becky Walker, Home Improvement Agency Team Manager bwalker@oxford.gov.uk

ID: I033356 ITEM 1:	Appointments to Council Committees 2023/24
Key Decision	No
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker and date decision expected to be taken by	Council 17 May 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Jonathan Malton, Committee and Member Services Manager jmalton@oxford.gov.uk

Cabinet - 14 June 2023

ITEM 33: ID: I033345	Oxpens Car Park Lease Renewal
To seek approval to renew the lease relating to the car park at Oxpens Road.	
Key Decision	Yes Acquiring or disposing of leases with a rental value over £125,000 each year except statutory lease renewals under Part II of the Landlord & Tenant Act 1954.
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Emma Gubbins, Corporate Asset Lead egubbins@oxford.gov.uk

ITEM 34: ID: I033745	Review of the Street Naming and Numbering Policy
To consider an updated Street Naming and Numbering Policy for the Council.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Citizen Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Michelle Iddon, Customer Contact Manager Tel: 01865252396 Middon@oxford.gov.uk

ITEM 35: ID: I033746	Review of the Corporate Enforcement Policy
The Corporate Enforcement Policy was last renewed in 2019, a review is now required. This report seeks approval to undertake consultation on the proposed revised policy.	
Key Decision	Yes It is significant in terms of its effect on

	communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Gail Siddall, Team Leader , HMO Enforcement Team gsiddall@oxford.gov.uk

ITEM 36: ID: I033982	City Centre Land Transaction
To seek approval for a land transaction in the city centre.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Citizen Focused Services
Lead Officer	Executive Director (Development)
Report Contact	Alex Miller, Transactions Manager amiller@oxford.gov.uk

ITEM 37: ID: I033966	Agency Agreement - Flood and Water Management Act
To seek delegated authority to undertake selected duties under the flood and water management act (2010) on behalf of the Lead Local Flood Authority (Oxfordshire County Council).	
Key Decision	Not Key
Item open to the public or exempt	Open -

Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Head of Corporate Strategy
Report Contact	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 38: ID: I034094	QL Implementation Update
To update Cabinet on the lessons learned from the implementation of the Housing Management system, QL and to seek additional budget approval for exploitation of the system.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council, Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Citizen Focused Services
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 39: ID: I034193	East Oxford Community Centre
To provide an update on progress of the project and set out, for approval, options to address the unprecedented construction inflation which is currently running at approximately 19% in the construction industry.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council, Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Cabinet Member for Inclusive Communities and Culture, Deputy Leader

	(Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Communities and People)
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

ITEM 40: ID: I034322	Ice Rink Car Parking Provision
To review options for future car parking provision for users of the ice rink when the Oxpens car park is closed permanently for redevelopment.	
Key Decision	Yes
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 14 Jun 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Cabinet Member for Leisure and Parks
Lead Officer	Head of Regeneration and Economy
Report Contact	Steve Weitzel, Regeneration Manager sweitzel@oxford.gov.uk

Cabinet - 12 July 2023

ITEM 41: ID: I034282	Housing First Acquisition Programme
To request approval of an acquisition programme of 12 self contained properties for use in the Council's Housing First programme. It is intended that these purchases will be part funded by a successful bid into DLUHC's Single Homelessness Accommodation programme	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Housing

Lead Officer	Executive Director (Communities and People)
Report Contact	Paul Wilding, Rough Sleeping & Single Homeless Manager Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 42: ID: I034108	City Centre Land Regeneration Scheme
To seek approval to contract with a development partner / operator consortium for a regeneration scheme on land owned by the Council, including approval for project budget; lease changes; and associated delegations to officers.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Head of Corporate Property
Report Contact	Carri Unwin, Regeneration Manager Cunwin@oxford.gov.uk

ITEM 43: ID: I034156	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge
To consider whether the Council should become a signatory to the Oxfordshire Inclusive Economy Partnership (OIEP) Charter and Pledge Scheme.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet, Council 12 Jul 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Chief Executive

Report Contact	Clayton Lavallin, Principal Regeneration & Economic Development Officer clavallin@oxford.gov.uk
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ITEM 44: ID: I032290	Joint Venture LLP for South Oxford Science Village
The report will update and seek approval for the proposed Joint Venture LLP and options arrangements for land allocated for development known as South Oxford Science Village.	
Key Decision	Yes Acquiring or disposing of freeholds or leaseholds with a consideration or premium over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
Item open to the public or exempt	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 45: ID: I034075	Delivery of New Burial Space
To seek approval for a scheme, and a budget, to deliver new burial space on land owned by the Council, and associated delegations to officers.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Leisure and Parks

Lead Officer	Head of Community Services
Report Contact	Carri Unwin, Regeneration Manager Cunwin@oxford.gov.uk

ITEM 46: ID: I024507	Oxford City Council Safeguarding Report 2022/23
To report on the progress made against the Oxford City Council Safeguarding Action Plan 2022/23.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet, Council 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Customer Focused Services
Lead Officer	Executive Director (Communities and People)
Report Contact	Laura Jones, Safeguarding Coordinator Ljones@oxford.gov.uk

ITEM 47: ID: I034272	Safeguarding Policy
To seek approval for an updated policy and procedures for safeguarding children and vulnerable adults.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Safer Communities
Lead Officer	Head of Regulatory Services & Community Safety
Report Contact	Laura Jones, Safeguarding Coordinator Ljones@oxford.gov.uk

ITEM 48: ID: I033291	Integrated Performance Report for Q4 2022/23
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To update Cabinet on finance, risk and corporate performance matters as at 31 March 2023.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 49: ID: I034196	Citizen Experience Strategy
To seek approval of the Citizen Experience Strategy.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Cabinet Member for Citizen Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Vicki Galvin, Senior Programme Manager for Customer Experience vgalvin@oxford.gov.uk

ITEM 50: ID: I034157	Future Oxfordshire Partnership - Terms of Reference & Memorandum of Understanding
To consider amended terms of reference and a Memorandum of Understanding for the Future Oxfordshire Partnership.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area

	comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Executive Director (Development)
Report Contact	Rhian Davies, Interim Head of Law and Governance rdavies@oxford.gov.uk

ITEM 51: ID: I034030	Redevelopment of Standingford House Enterprise Centre and site at Cave Street to provide managed workspace
To seek approval to fund and enter into a construction contract for the redevelopment of Standingford House and site at Cave Street, to provide affordable managed workspace.	
Key Decision	Yes Award of a contract with a total contract value of £1,000,000 or greater
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Councillor Susan Brown, Councillor Ed Turner
Lead Officer	Head of Regeneration and Economy
Report Contact	Douglas Kerrigan, Interim Development Manager dkerrigan@oxford.gov.uk

ITEM 52: ID: I034330	Resettlement Commitments for New Refugee Families
To seek approval for the provision of support for new refugee families in Oxford and budgetary approval for the commissioning of person centred support.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet, Council 12 Jul 2023

Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Alan Chandler, Senior Refugee and Migrant Officer achandler@oxford.gov.uk

ITEM 53: ID: I024508	Appointments to Outside Bodies
A report to agree appointments to charities, trusts, community associations and other organisations for the 2023/24 Council year.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jul 2023
Cabinet Lead Member	Leader - Economic Development and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Jonathan Malton, Committee and Member Services Manager jmalton@oxford.gov.uk

Council - 17 July 2023

Reports from Cabinet:

- Oxford City Council Safeguarding Report 2022/23
- Delivery of New Burial Space
- QL Implementation Update
- East Oxford Community Centre
- Oxfordshire Inclusive Economy Partnership Charter
- Resettlement Commitments for New Refugee Families

ITEM 54: ID: I033304	Outside Organisation Report: Oxfordshire Resources and Waste Partnership
To receive an update on the work of the Oxfordshire Resources and Waste Partnership.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 17 Jul 2023

Cabinet Lead Member	Cabinet Member for Citizen Focused Services
Lead Officer	Head of Corporate Strategy
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 55: ID: I034238	Outside Organisation Report: Children's Trust Board
A report to update Council on the work of the Children's Trust Board.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 17 Jul 2023
Cabinet Lead Member	Cabinet Member for Health and Transport
Lead Officer	Head of Corporate Strategy
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 56: ID: I034236	Decisions taken under Part 17.9 of the Constitution
To receive a report of a decision taken by the Executive Director (Development) using the urgent decisions provisions at Part 17.9 of the Constitution.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 17 Jul 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Jonathan Malton, Committee and Member Services Manager jmalton@oxford.gov.uk

ITEM 57: ID: I034299	Urgent key decisions taken since October 2022
To inform Council of any key decisions taken in cases of special urgency since October 2022.	
Key Decision	Not Key

Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 17 Jul 2023
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Jonathan Malton, Committee and Member Services Manager jmalton@oxford.gov.uk

Cabinet - 9 August 2023

ITEM 58: ID: I033601	Central Conservation Area Appraisal
To seek approval of the Central Conservation Area Appraisal.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 9 Aug 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Development)
Report Contact	Clare Golden, Team Leader, Urban Design and Heritage cgolden@oxford.gov.uk

ITEM 59: ID: I034300	Fire Door Replacement Programme
To seek approval for a programme of fire door replacements.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 9 Aug 2023
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Malcolm Peek, Property Service Manager

	mpeek@oxford.gov.uk
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Cabinet - 13 September 2023

ITEM 60: ID: I033796	Developing a Sustainable Building Control Service
Approval is to be sought for the future direction and development of the Building Control Service following an options appraisal.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 13 Sep 2023
Cabinet Lead Member	Cabinet Member for Planning and Housing Delivery
Lead Officer	Executive Director (Communities and People)
Report Contact	Ian Wright, Head of Regulatory Services and Community Safety iwright@oxford.gov.uk

ITEM 61: ID: I033292	Q1 23/24 Finance Integrated Report
Report of Q1 2023/24 Finance information, including risk and performance.	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 13 Sep 2023
Cabinet Lead Member	Councillor Ed Turner
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ID: I034326	Council Tax Reduction Scheme for 2024/25
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ITEM 2:	
Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker and date decision expected to be taken by	Cabinet 13 Sep 2023
Cabinet Lead Member	Cabinet Member for Inclusive Communities and Culture
Lead Officer	Executive Director (Communities and People)
Report Contact	Laura Bessell, Benefits Manager lbessell@oxford.gov.uk

ID: I034327 ITEM 3:	Treasury Management Annual Report 2022/23
To set out the Council's Treasury Management activity and performance for the financial year 2022/23.	
Key Decision	No
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker and date decision expected to be taken by	Cabinet 13 Sep 2023
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ID: I034328 ITEM 4:	Grant Allocations to Community & Voluntary Organisations 2024/25
A report to make decisions on the allocation of grants to community and voluntary organisations for 2024/25.	

Key Decision	Yes Involves spending or saving a significant amount - for this Council 'significant' in budgetary terms is £500,000 or greater in the context of the Medium Term Financial Strategy [Constitution 15.14]
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker and date decision expected to be taken by	Cabinet 13 Sep 2023
Cabinet Lead Member	Cabinet Member for Inclusive Communities and Culture
Lead Officer	Executive Director (Communities and People)
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk