

Forward Plan

May 2024 to August 2024

Published on 01/05/24

www.oxford.gov.uk



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
Nigel Chapman	Citizen Focused Services and Council Companies
Jemima Hunt	Culture and Events
Mark Lygo	Safer and Inclusive Communities
Anna Railton	Zero Carbon Oxford and Climate Justice
Linda Smith	Housing
Louise Upton	Planning and Healthier Communities

Senior Officer	Job Title
Caroline Green	Chief Executive
Tom Bridgman	Executive Director (Development)
Peter Matthew	Executive Director (Communities and People)
Tom Hook	Executive Director (Corporate Resources)
Helen Bishop	Head of Business Improvement

Emma Jackman	Head of Law and Governance / Monitoring Officer
Nerys Parry	Head of Housing Services
David Butler	Head of Planning and Regulatory Services
Nigel Kennedy	Head of Financial Services/Section 151 Officer
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 2030
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 and Regulatory Services 29 Nov 2022 Chief Executive Before 31 Dec 2030
Cabinet Lead Member	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

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. <p>*This delegation is now within the remit of the Executive Director (Communities and People).</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	<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 2025</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

Standing Item: The Delivery Arrangements for Additional Affordable Housing

ITEM 4: ID: I027810	The Delivery Arrangements for Additional Affordable Housing
Cabinet, on 29 May 2019 , ('The future strategic direction for the Council's group of housing companies') resolved to:	
6. Agree that delegated authority is given 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 HRA of all affordable housing units at the OHCL development 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	Open -
Decision Taker and date decision expected to be taken by	Chief Executive 13 Nov 2023 Executive Director (Communities and People) Before 31 Dec 2030
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
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
At its meeting on 13 April 2022 , Cabinet resolved to:	
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 31 Dec 2025 Executive Director (Development) Before 31

	Dec 2025 Chief Executive Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Healthier Communities
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: I033131	Delivery of Affordable Housing (Railway Lane and Marston Paddock Sites)
Cabinet, on 14 December 2022 , resolved to:	
<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> (i) Railway Lane, Littlemore and (ii) Marston Paddock, Butts Lane, Old Marston; 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 2025

Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 7: ID: I033132	Delivery of Affordable Housing (Oxford North, Goose Green and Meadow Lane)
<p>Cabinet, on 15 March 2023, resolved to:</p> <ol style="list-style-type: none"> 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]
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) 22 Jun 2023 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Healthier Communities, 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 8: 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 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Planning and Healthier Communities, 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: Acquisition of Affordable Housing at Barton Park

ITEM 9: 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 31 Dec 2025
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 10: ID: I025687	Project Approval and Allocation of Housing and Growth Deal Funding for Affordable Housing Delivery
<p>Cabinet, on 14 October 2020, resolved to:</p> <ol style="list-style-type: none"> 1. Give project approval to the proposals, to accept and distribute grant; enter into funding agreements; and any other necessary agreements or contracts, as set out in this report for sites at William Morris Close; Gibbs Crescent; and Champion Way, for the purpose of delivering more affordable housing in Oxford, through the Oxfordshire Housing and Growth Deal programme; 2. Note that the Head of Financial Services proposes to use financial delegations for grant funded capital schemes, to make the initial payment for William Morris Close, by the required deadline; 3. Note that the budget for further Growth Deal grant payments will be requested in future budget reports; 4. Delegate authority to 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 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 schemes listed in this report; 5. Delegate 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 this project approval and budget envelope; and 6. Recommend to Council that it approves a revision to the general fund capital budget in 2020/21 of £3,123,000, for the initial grant payment in relation to the William Morris Close site, and a further capital budget for 2021/22 of £347,000 to fund the remaining grant balance payable for that scheme all of which will be funded by capital grant income from Oxfordshire Housing and Growth Deal (OGD). 	
Key Decision	Yes
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 14 Oct 2020 Council 30 Nov 2020 Chief Executive 30 Sep 2021 Executive Director (Communities and People) 4 Jan 2022 Chief Executive Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Affordable Housing,

	Housing Security, and Housing the Homeless
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 11: 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	Cabinet 10 Nov 2021 Executive Director (Communities and People) Before 31 Dec 2025 Chief Executive Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Communities and People)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 12:	Social Housing Decarbonisation Fund: Wave 2.1
-----------------	--

ID: I032844	
Cabinet, on 16 November 2022 , resolved to:	
<ol style="list-style-type: none"> 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; 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; 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; 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	Cabinet, Council 16 Nov 2022 Executive Director (Communities and People) Before 31 Dec 2025
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: I032099	Disposal of Council Dwelling Houses
Cabinet, on 15 June 2022 , resolved to:	
<ol style="list-style-type: none"> Approve the disposal of the freeholds of 39 Long Close, 163 Walton Street, 8 Cowley Road and 46 Stubbs Avenue; 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 2025
Cabinet Lead Member	Cabinet Member for Housing, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Bill Graves, Landlord Services Manager bgraves@oxford.gov.uk

ITEM 14: 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. 	
Council, on 17 May 2023, resolved to approve 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 the Local Authority Housing Fund.	
Key Decision	Yes
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council, Cabinet Before 31 Dec 2023 Executive Director (Communities and

	People) Before 31 Dec 2025
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

ITEM 15: ID: I034300	Fire Door Replacement Programme
Cabinet, on 14 June 2023 , resolved to:	
<ol style="list-style-type: none"> Grant project approval to allocate the approved budget of £2.6m agreed by Council in 2021/22 to enable progression of the replacement of all resident front doors at Plowman, Evenlode, Windrush and Hockmore Towers, Oxford with certified compliant FD30 fire doors; and Delegate authority to the Executive Director (Communities and People) or the Head of Housing Services to award the fire door replacement programme contract(s) to ODS, or others as required, following the procurement process outlined in the Constitution. 	
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 14 Jun 2023 Executive Director (Communities and People) Before 31 Dec 2025 Head of Housing Services Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Head of Housing Services
Report Contact	Malcolm Peek, Property Service Manager mpeek@oxford.gov.uk

ITEM 16: ID: I034282	Expansion of the Housing First Programme
Cabinet, on 9 August 2023 , resolved to:	
<ol style="list-style-type: none"> Approve the Council's participation in the Single Homelessness Accommodation Programme (SHAP) in order to purchase 12 new units for 	

Housing First alongside commissioning support for a total of 17 units, including 5 units drawn from general needs stock; and

4. **Delegate authority** to the Executive Director (Communities and 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, as well as to enter into or amend agreements or contracts in relation to support provision (revenue spend) in line with procurement requirements.

Council, [on 2 October 2023](#), resolved to:

1. **Approve** the allocation of a £2,888,000 capital budget (of which £1,688,000 will be borrowed by the Housing Revenue Account) for the Council's investment to purchase the properties as part of the Single Homelessness Accommodation Programme as outlined in paragraph 19, the balance of which will be met by the SHAP grant; and
2. **Approve** a budget allocation of £600,000 to cover revenue costs to commission support providers to deliver support for the 17 units of Housing First. The funding equates to 3 years' worth of revenue but is spread over 4 financial years (paragraph 18).

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 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Ossi Mosley, Rough Sleeping and Single Homelessness Manager omosley@oxford.gov.uk

**ITEM 17:
ID: I034787**

The Leys Pool and Leisure Centre - Youth Hub

Cabinet, [on 19 September 2023](#), resolved to:

1. **Grant project approval** to create a Youth Hub at Leys Pools and Leisure

- Centre;
2. **Recommend to Council** the addition of £1,120,199 into the capital programme together with £223,907 into the revenue budget for delivery of the project; and
 3. **Delegate authority** to the Executive Director (Communities and People) in consultation with the Head of Financial Services / Section 151 officer, the Head of Law and Governance / Monitoring Officer and the Cabinet Member for Leisure and Parks to award the construction contract to Oxford Direct Services Ltd subject to it being within budget and value for money.

Council, [on 2 October 2023](#), resolved to:

1. Approve the addition of £1,120,199 into the capital programme together with £223,907 in the revenue budget for delivery of the project.

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 13 Sep 2023 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Leisure and Parks
Lead Officer	Head of Community Services
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

ITEM 18: ID: I034812	Local Authority Housing Fund - Round 2
Cabinet, on 19 September 2023 , resolved to:	
<ol style="list-style-type: none"> 1. Approve the Council becoming part of the Local Authority Housing Fund Round 2 in order to deliver 4 new affordable homes; 2. Recommend to Council the allocation of £1,863,100 capital budget from the Housing Revenue Account for the Council's investment to purchase the properties as part of Local Authority Housing Fund Round 2, with £1,069,860 being funded from HRA borrowing and the rest covered by grant of £793,240; and 3. Delegate authority to the Executive Director (Communities and 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 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]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet, Council 13 Sep 2023 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Stephen Cohen, Refugee and Resettlement Manager scohen@oxford.gov.uk

ITEM 19: ID: I034849	HRA Energy Efficiency Projects 2023/24
Cabinet, on 19 September 2023 , resolved to:	
<ol style="list-style-type: none"> 1. Grant project approval for Oxford City Council to proceed with Energy Efficiency projects on HRA properties; and 2. Delegate authority to the Executive Director (Communities and People) in consultation with the Head of Financial Services/Section 151 Officer and the Head of Law and Governance, to spend the previously approved HRA 2023/24 budget of £1.585m, as agreed by full Council in 2021/22, for the purposes of HRA Energy Efficiency projects, including awarding contracts to contractors and consultants to manage and deliver the projects following the procurement process outlined in the Constitution. 	
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 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice, Cabinet Member for Housing

Lead Officer	Head of Corporate Property
Report Contact	Juliet Nicholas, Energy and Sustainability Manager jnicholas@oxford.gov.uk

ITEM 20: ID: I034283	Allocation of Preventing Homelessness Grant 2024/25
Cabinet, on 13 March 2024 , resolved to:	
<p>3. Approve a commitment of £798,532 from the Preventing Homelessness budget to fund supported accommodation provision from Matilda House for the period 1 September 2024 until 31 March 2027;</p> <p>4. Delegate authority to the Executive Director (Communities and People) in consultation with the Cabinet Member for Housing; the Head of Financial Services; and the Head of Law and Governance to procure and enter into an agreement for supported accommodation provision to be delivered from Matilda House for the period 1 September 2024 to 31 March 2027;</p> <p>5. Approve the Council entering into the lease of the Floyds Row premises to St Mungo's on the basis set out in this report; and</p> <p>6. Delegate authority to the Head of Corporate Property in consultation with the Deputy Leader (Statutory) - Finance and Asset Management; the Head of Financial Services; and the Head of Law and Governance to approve amendments to the final terms and enter into the lease of the Floyds Row premises on terms compliant with Section 123 Local Government Act 1972.</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 13 Mar 2024 Head of Corporate Property Before 31 Dec 2025 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Ossi Mosley, Rough Sleeping and Single Homelessness Manager omosley@oxford.gov.uk

ITEM 21: ID: I036591	Use of Retained Right to Buy Receipts to increase the provision of more affordable housing
Cabinet, on 17 April 2024 , resolved to:	
<ol style="list-style-type: none"> Grant project approval to the proposals to purchase and develop accommodation as set out in the report and within the allocated capital budgets (2024/25 to 2028/29) for the purpose of delivering more affordable housing in Oxford; and Delegate authority to the Executive Director (Communities and People) in consultation with the Cabinet Member for Housing; the Head of Financial Services; and the Head of Law and Governance to agree sites and enter into agreements and contracts relating to the spend of Retained Right to Buy Receipts for the provision of affordable housing into the Housing Revenue Account within this project approval. 	
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	Cabinet 17 Apr 2024 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	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

Key decisions delegated to the Executive Director (Corporate Resources)

ITEM 22: ID: I036624	IT Services Procurement
Cabinet, on 17 April 2024 , resolved to:	
<ol style="list-style-type: none"> Grant project approval to the proposal to use the Health Trust Europe (HTE) Framework to undertake a compliant process to make the direct award of a five year contract to migrate systems and services from the SCC data centre to an 	

<p>Azure-centric hosting environment;</p> <p>2. Delegate authority to the Executive Director (Corporate Resources) in consultation with the Head of Law and Governance, the Head of Financial Services, and the Cabinet Member for Citizen Focused Services and Council Companies to use the (THE) Framework to finalise terms and enter into a contract with the preferred supplier; and</p> <p>3. Approve the waiver of Contract Rules in respect of sections 19.18 and 19.19 of the Constitution where the terms of the contract, due to the rules of the framework, cannot be amended to conform with the requirements of the Contract Rules.</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 17 Apr 2024 Executive Director (Corporate Resources) Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Citizen Focused Services and Council Companies
Lead Officer	Executive Director (Corporate Resources)
Report Contact	Rocco Labellarte, Chief Technology and Information Officer rlabellarte@oxford.gov.uk

Key decisions delegated to the Executive Director (Development)

ITEM 23: 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"> 1. Finalise the legal agreement with the developer Thomas White Oxford (“TWO”); 2. Enter into the legal agreement to secure the delivery of the Housing Infrastructure Funding (“HIF”) funded infrastructure at Oxford North; 3. Secure the HIF funding and implementation of the HIF agreements, including the provision of funding to TWO; and 4. 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 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 24: ID: I032816	Housing Infrastructure Funding for Osney Mead – revised implementation arrangements
Cabinet, on 16 November 2022 , resolved to:	
<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 and Governance to enter into legal agreements with:</p> <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	Cabinet 16 Nov 2022

expected to be taken by	Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Executive Director (Development)
Report Contact	Elaine Swapp, Principal Regeneration Officer eswapp@oxford.gov.uk

ITEM 25: ID: I028118	East Oxford Community Centre and Housing Development
Cabinet, on 10 November 2021 , resolved to: Delegate 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.	
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 29 Nov 2021 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Healthier Communities, 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 26: 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:</p> <p>Delegate to the Executive Director (Development), in consultation with the Cabinet Members 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 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

ITEM 27: ID: I032500	Appointment of a contractor for the Oxpens River Bridge
<p>Cabinet, on 16 November 2022, resolved to:</p> <ol style="list-style-type: none"> 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; Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services/Section 151 Officer, the Head of Law and 	

<p>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 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 2025 Executive Director (Communities and People) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Executive Director (Development)
Report Contact	Steve Weitzel, Regeneration Manager sweitzel@oxford.gov.uk

ITEM 28: ID: I033065	Cowley Branch Line Project - Funding for Full Business Case
<p>Cabinet, on 14 December 2022, resolved to:</p>	
<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 <p>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.</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	Council 30 Jan 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Regeneration and Economy
Report Contact	Ted Maxwell, Economy, City Centre & Green Transport Lead tmaxwell@oxford.gov.uk

ITEM 29: ID: I033335	Implementing the Covered Market "Masterplan"
Cabinet, on 8 February 2023 , resolved to:	
<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>	

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.	
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 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities, Leader - Inclusive Economy and Partnerships, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Ted Maxwell, Economy, City Centre & Green Transport Lead tmaxwell@oxford.gov.uk

ITEM 30: ID: I034757	Northfield Hostel Site Additional Affordable Housing
Cabinet, on 9 August 2023 , resolved to:	
3. Delegate authority to the Executive Director (Development) in consultation with the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer to enter into agreements for the purchase of land; build contracts; and any other necessary agreements or contracts to facilitate the development (including a Development Services Agreement with OCHL) within the identified budget, for the provision of additional affordable housing.	
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, Council 9 Aug 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, 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 31: ID: I034075	Delivery of New Burial Space
Cabinet, on 13 September 2023 , resolved to:	
<ol style="list-style-type: none"> 1. Grant project approval for the delivery of a new publicly accessible greenspace and burial meadow on land owned by the Council off Oxford Road towards Horspath; including approval of the scheme, submission of a planning application to South Oxfordshire District Council, Phase 1 delivery budget, and required property and legal procedures to deliver the scheme and delegated authority to the Executive Director (Development) in consultation with the Cabinet Member for Leisure and Parks to approve changes to the scheme; 2. Recommend to Council approval of a capital budget of £2.4M for delivery of this scheme; 3. Delegate authority to the Executive Director (Development), in consultation with the Head of Financial Services / Section 151 Officer and the Head of Law and Governance to enter into any related agreements and contracts to facilitate the scheme in terms of construction and operation; works details; and budget changes for this Council owned land, including agreeing the fees and charges as detailed in Appendix 6; and 4. Delegate authority to the Executive Director (Development), in consultation with the Head of Finance / Section 151 Officer, Head of Law and Governance and the Cabinet Member for Finance and Asset Management to agree the final heads of terms and enter into the necessary transactions set out in Appendix 4 together with any other ancillary agreements, contracts and notices that may be required to facilitate the scheme. 	
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 13 Sep 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Leisure and Parks
Lead Officer	Head of Community Services
Report Contact	Carri Unwin, Regeneration Manager

**ITEM 32:
ID: I034968**

**Blackbird Leys Development Project Variations to
Development Agreement with Development Partner**

Cabinet, [on 13 September 2023](#), resolved to:

1. **Delegate authority** to the Executive Director (Development), in consultation with the Cabinet Member for Housing; Deputy Leader (Statutory) - Finance and Asset Management; and Cabinet Member for Inclusive Communities, to agree (within the parameters set out within this report and associated appendices) and sign the final terms of a Deed of Variation to the Development Agreement between OCC and its development partner, Peabody;
5. Subject to the agreement of recommendations 3 and 4, **delegate authority** for the spend of Affordable Housing S106 allocated to the Blackbird Leys Regeneration Project to the Executive Director (Development) in consultation with the Cabinet Member for Housing; Deputy Leader (Statutory) - Finance and Asset Management; Cabinet Member for Inclusive Communities; and the Head of Financial Services/Section 151 Officer;
6. **Delegate authority** to the Executive Director (Development) in consultation with the Cabinet Member for Housing; Deputy Leader (Statutory) - Finance and Asset Management; and the Cabinet Member for Inclusive Communities to agree an appropriate vacant possession strategy and subsequent implementation of the strategy for obtaining vacant possession of the land required for Phase 2;
7. **Delegate authority** to the Executive Director (Development) in consultation with the Cabinet Member for Housing; Deputy Leader (Statutory) - Finance and Asset Management; and the Cabinet Member for Inclusive Communities to agree the detailed design to be submitted to the Local Planning Authority, undertake any necessary procurements and enter into any necessary contracts related to the detailed design, construction and fit out for the new Blackbird Leys Community Centre within the agreed budget;
8. **Delegate authority** to the Executive Director (Development) to agree to Oxford City Council taking over responsibility for the delivery, costs and financial risk of the community centre if Peabody requests this change as a means to improve the scheme's viability.

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	Council, Cabinet 13 Sep 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Safer and Inclusive Communities, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Karoline Soisalo de Mendonca, Regeneration Manager ksoisalodemendonca@oxford.gov.uk

ITEM 33: 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 Leys) and subject to planning; 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); 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 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. 	
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 2025
Cabinet Lead Member	Cabinet Member for Housing, Cabinet Member for Planning and Healthier Communities
Lead Officer	Executive Director (Development)
Report Contact	Karoline Soisalo de Mendonca, Regeneration Manager ksoisalodemendonca@oxford.gov.uk

ITEM 34: ID: I034108	City Centre Land Regeneration Scheme
Cabinet, on 12 July 2023 , resolved to:	
Delegate authority to the Executive Director (Development) in consultation with the Council's Head of Financial Services / Section 151 Officer; the Head of Law and Governance; and the Deputy Leader (Statutory) - Finance and Asset Management to: (i) agree the final terms of, and enter into, the relevant contracts; (ii) agree the final scheme and submission of any planning application; and (iii) authorise any spending within the allocated budget (see Confidential Appendix 1 for more details).	
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, Cabinet 12 Jul 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Carri Unwin, Regeneration Manager Cunwin@oxford.gov.uk

ITEM 35:	Approval of proposed commercial lettings
-----------------	---

ID: I034365	
Cabinet, on 15 November 2023 , resolved to:	
1. Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services/S151 Officer, the Head of Law and Governance and the Deputy Leader (Statutory) – Finance and Asset Management to agree final terms, negotiate the form of documents and then enter into leases and any ancillary documents required for the letting of 16-17 Turl Street, 24-26 George Street and Cadogan House, Wheatley subject to the requirements of S.123 Local Government Act 1972 being met.	
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	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 15 Nov 2023 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Alex Miller, Transactions Manager amiller@oxford.gov.uk

ITEM 36: ID: I035708	Brownfield Land Release Fund: Development of Small Sites for Affordable Housing
Cabinet, on 24 January 2024 , resolved to:	
4. Delegate authority to the Executive Director (Development) 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 works specified within the BLRF2 application, within the allocated capital budget;	
6. Delegate authority to the Executive Director (Development) 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 build contracts and any other necessary agreements or contracts for the purpose of delivering more affordable housing in Oxford in relation to the sites at Underhill Circus and Leiden Road and within the allocated Housing Revenue Account capital budget and business plan and to apply to the Secretary of State for	

<p>consent (insofar as required) to the appropriations and disposals under section 19 of Housing Act 1985;</p> <p>7. Delegate authority to the Executive Director (Development) 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 agree the final terms and enter into the agreement with Oxfordshire Community Land Trust (OCLT) to dispose of the land via a long lease; along with any licences, party wall agreements, grant agreement, or other necessary agreements to enable delivery of the affordable housing at the former garage/ garage sites at Balfour Road; Harebell Road and Pegasus Road for the purpose of enabling the delivery affordable housing subject to compliance with the legal requirements of S123 of the Local Government Act 1972.</p>	
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 24 Jan 2024 Executive Director (Development) Before 31 Dec 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Housing
Lead Officer	Executive Director (Development)
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 37: ID: I036442	ZEZ Pilot Scheme Income and Cost Sharing Agreement
<p>Cabinet, on 17 April 2024, resolved to:</p> <ol style="list-style-type: none"> Endorse the proposed legal agreement on income and costs sharing with Oxfordshire County Council with regards to the revenue that is being generated by the ZEZ Pilot, in the terms that are laid out in the report and in Appendix 1; and Delegate authority to the Executive Director (Development) in consultation with the Head of Financial Services, the Head of Corporate Strategy and the Head of Law and Governance, to enter into the legal agreement proposed by the County Council (as set out at Appendix 1) on behalf of the City 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	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 17 Apr 2024 Executive Director (Development) Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice, Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Corporate Strategy
Report Contact	Pedro Rocha Abreu, Air Quality Officer pabreu@oxford.gov.uk

Key decision delegated to the Head of Financial Services

ITEM 38: ID: I035626	Authority to Tender Contract for Insurance Service - Amendment
Cabinet, on 13 December 2023 , resolved to:	
1. Approve amended delegated 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 February 2024 for a period of 3 years with options to extend for up to 2 periods of 2 years each, following a compliant procurement exercise.	
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 13 Dec 2023 Head of Financial Services Before 31 Mar 2025
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 Decisions delegated to the Head of Corporate Strategy

ITEM 39: 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 2025
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice
Lead Officer	Head of Corporate Strategy
Report Contact	Sarah Hassenpflug, Sustainable City Projects Officer Shassenpflug@oxford.gov.uk

ITEM 40: ID: I035012	Utilities Procurement 2024 - 2028
Cabinet, on 18 October 2023 , resolved to:	
1. Delegate authority to the Head of Corporate Strategy, in consultation with the Head of Financial Services / Section 151 Officer, to: <ul style="list-style-type: none"> • decide the procurement route for purchasing the supply of gas and electricity from October 2024 • agree to enter into contracts for gas and electricity, subject to a maximum term of four years from October 2024; 	
2. Approve the extension of the Council's water contract with Wave for a further two years; and	
3. Note the proposal to undertake an Energy Procurement Review to inform the Council's longer-term approach (from 2027 onwards).	
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 18 Oct 2023 Head of Corporate Strategy Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice
Lead Officer	Head of Corporate Strategy
Report Contact	Rose Dickinson, Carbon Reduction Team Manager rdickinson@oxford.gov.uk

ITEM 41: ID: I034665	Delivery of Electric Vehicle Infrastructure for Oxford
<p>Cabinet, on 18 October 2023, resolved to:</p> <ol style="list-style-type: none"> Approve the draft Implementation Plan for the Council's Electric Vehicle Infrastructure Strategy (OxEVIS) delivery as set out in Appendix 4 and delegate authority to the Head of Corporate Strategy in consultation with the Cabinet Member for Planning and Healthier Communities and the Cabinet Member for Zero Carbon Oxford and Climate Justice to make amendments to the Implementation Plan where required to ensure delivery of the OxEVIS; Delegate authority to the Head of Corporate Strategy, in consultation with the Cabinet Member for Planning and Healthier Communities, 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 partnerships and collaborative working arrangements with third parties as required to deliver the Implementation Plan; Delegate authority to the Head of Corporate Strategy, in consultation with the Cabinet Member for Planning and Healthier Communities, 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 accept tenders and enter into concession contracts (within the constraints set out in paragraph 39 of this Cabinet report) for the purposes of delivering the Implementation Plan; Delegate authority to the Head of Corporate Strategy, in consultation with the Cabinet Member for Planning and Healthier Communities, the Head of Financial Services/Section 151 Officer, and the Council's Monitoring Officer, to give grants for the purposes of delivering the Implementation Plan up to an aggregate value of £500k; Delegate authority to the Head of Corporate Strategy, in consultation with the Head of Corporate Property, the Cabinet Member for Planning and Healthier 	

Communities, the Head of Financial Services/Section 151 Officer, and the Council's Monitoring Officer, to enter into leases up to a rental value of £5M for the purposes of delivering the Implementation Plan;

6. **Note** the interdependency with the funding bid under the standard 2024 MTFP budget setting process (detail as per Table 1 of the report). Over the four year budget period this implementation plan delivers an estimated net income of £24k. Net income for 2029-2040 is estimated at up to £5.2M;
7. **Agree** the On-street elements of the Go Ultra Low Oxford project (GULO) transition from Oxford City Council delivery to Oxfordshire County Council delivery, subject to the following conditions being fulfilled:
 - a. The County Council is satisfied that it can meet the funding obligations within the GULO funding agreement;
 - b. The funding body for GULO agrees (Office for Zero Emission Vehicles/OZEV) for the transfer to take place;
 - c. There is an agreement by both Councils on the methodology for delivery of the key outputs of GULO Phase 2, including the number of electric vehicle charging points and cable channels (GUL-e) committed under GULO are delivered to updated timeframes that are agreed with Oxford City Council and the funding body;
 - d. The existing GULO estate and highways related GULO Phase 2 funding are both transferred; and
 - e. An updated partnership agreement, including a revenue share arrangement for the assets associated with GULO is put in place that recovers the City Council investment to date; and
8. **Note** the reduction of Oxford City Council control over delivery of the OxEVIS Strategy due to national delegation of Local Electric Vehicle Infrastructure (LEVI) grant deployment to tier 1 authorities. Moving from overseeing city-wide delivery of OxEVIS to collaborating with Oxfordshire County Council on relevant OxEVIS policies related to highways EV Infrastructure deployment.

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 18 Oct 2023 Head of Corporate Strategy Before 31 Dec 2025
Cabinet Lead Member	Cabinet Member for Zero Carbon Oxford and Climate Justice, Cabinet Member for Planning and Healthier Communities

Lead Officer	Head of Corporate Strategy
Report Contact	Tina Mould, Environmental Sustainability Lead tmould@oxford.gov.uk

Key Decisions delegated to the Head of Community Services

ITEM 42: ID: I034322	Ice Rink Car Parking Provision
Cabinet, on 14 June 2023 , resolved to:	
<ol style="list-style-type: none"> 1. Grant project approval for option 1 (car parking at the front of the ice rink) being progressed on the basis of seeking to achieve around 25 spaces in total; 2. Recommend to Council to establish a budget of £580,000 within the Council's capital programme, profiled across 2024/25 and 2025/26, to fund the provision of new car parking at the front of the ice rink, subject to OXWED's programme for closing the Oxpens car park, and approve the payback of previously spent feasibility funding of £46,000 into the feasibility budget; and 3. Delegate authority to the Head of Community Services, in consultation with the Council's Section 151 Officer, the Head of Law and Governance, the Cabinet Member for Leisure and Parks and the Cabinet Member for Planning and Healthier Communities to finalise the scope of works, undertake the necessary procurements, and negotiate and enter into all contracts for the detailed design, construction works, and all associated professional services, for the new ice rink car park within the agreed budget. 	
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 14 Jun 2023 Head of Community Services Before 31 Dec 2026
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities, Cabinet Member for Leisure and Parks
Lead Officer	Head of Regeneration and Economy
Report Contact	Steve Weitzel, Regeneration Manager sweitzel@oxford.gov.uk

Key Decisions delegated to the Head of Corporate Property

ITEM 43: ID: I034519	Bus shelter infrastructure and advertising concession contract
Cabinet, on 12 July 2023 , resolved to:	
3. Delegate authority to the Head of Corporate Property in consultation with the Head of Law and Governance, the Head of Financial Services and the Deputy Leader (Statutory) - Finance and Asset Management to agree the final terms and enter into a contract with the preferred supplier.	
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 Head of Corporate Property Before 31 Dec 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Elaine Swapp, Principal Regeneration Officer eswapp@oxford.gov.uk

ITEM 44: ID: I036057	Regeneration of 38-40 George Street
Cabinet, on 13 March 2024 , resolved to:	
1. Delegate authority to the Head of Corporate Property, in consultation with the Council's Section 151 Officer; the Head of Law and Governance; and the Cabinet Member for Finance and Asset Management, to agree the final scheme submitted in any planning application and authorise spend up to the maximum budget if parameters set out are met and enter into any property agreements required in connection with 38-40 George Street (see Confidential Appendix 1 for more details).	
Key Decision	Yes
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 13 Mar 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and

	Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Carri Unwin, Regeneration Manager Cunwin@oxford.gov.uk

Key Decisions delegated to the Head of Housing Services

ITEM 45: ID: I034330	Resettlement Commitments for New Refugee Families
Cabinet on 12 July 2023 (Item 23 - Future Resettlement Commitments for New Refugee Families) resolved to:	
<ol style="list-style-type: none"> 1. Approve the resettlement of a minimum of 8 refugee families per year from any of the resettlement schemes highlighted in the report for a period of 5 years from 2023 to 2028, on the condition that the requirements in paragraph 21 of the report are consistently met to ensure scheme viability; 2. Delegate authority to the Executive Director (Communities and People), in consultation with the Cabinet Member for Housing, to agree the resettlement of additional refugees above this allocation (which will incur additional expenditure from Home Office grant funding for support provision) subject to sufficient grant funding; 3. Approve the use of Home Office grant funding of up to £1,313,840 (see Appendix 2) to procure the provision of 2 years of person centred support for each refugee family arriving in Oxford during the 5 year period between 2023 - 2028; 4. Delegate authority to the Head of Housing in consultation with the Cabinet Member for Housing to approve the use of the Home Office grant funding to procure additional person centred support as required; and 5. Delegate authority to the Head of Housing in consultation with the Head of Financial Services/S151 Officer, the Head of Law and Governance and the Cabinet Member for Housing to allocate the approved budget and enter into contract(s) with a provider(s) for the provision 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 12 Jul 2023 Head of Housing Services Before 31 Dec 2025
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

Key Decisions delegated to the Head of Regeneration and Economy

ITEM 46: ID: I034964	Housing Infrastructure Funding Update
Cabinet, on 19 September 2023 , resolved to:	
<ol style="list-style-type: none"> 1. Delegate authority to the Head of Regeneration and Economy, in consultation with the Deputy Leader (Statutory) – Finance and Asset Management, the Head of Financial Services / S151 Officer and the Head of Law and Governance to finalise the drafting of, and subsequently enter into, a Deed of Variation with Homes England in respect of the HIF funding for Osney Mead; 2. Delegate authority to the Head of Regeneration and Economy, in consultation with the Deputy Leader (Statutory) – Finance and Asset Management, the Head of Financial Services / S151 Officer and the Head of Law and Governance to finalise the drafting of agreements and enter into ancillary grant agreements with Oxfordshire County Council and the Environment Agency and take any other steps necessary to enable or facilitate the claiming of the HIF funding; 3. Delegate authority to the Head of Regeneration and Economy in consultation with the Deputy Leader (Statutory) – Finance and Asset Management, the Head of Financial Services / S151 Officer and the Head of Law and Governance to finalise the drafting of, and subsequent enter into, a Deed of Variation with Homes England in respect of the HIF funding for Blackbird Leys; and 4. Delegate authority to the Head of Regeneration and Economy in consultation with the Deputy Leader (Statutory) – Finance and Asset Management, the Head of Financial Services / S151 Officer and the Head of Law and Governance to finalise the drafting of an agreement with Peabody, either as a separate agreement or as part of the Development Agreement (between Peabody and the Council) and to take any other necessary steps to enable or facilitate the claiming of HIF funding associated with the Blackbird Leys Regeneration scheme. 	
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 13 Sep 2023 Head of Regeneration and Economy Before

	31 Dec 2025
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk

REPORTS TO CABINET AND COUNCIL

Council - 16 May 2024

ID: I033770 ITEM 1:	Appointments to Committees for the Council Year 2024/25
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 16 May 2024
Cabinet Lead Member	
Lead Officer	Head of Law and Governance
Report Contact	Jonathan Malton, Committee and Member Services Manager jmalton@oxford.gov.uk

Cabinet - 12 June 2024

ITEM 48: ID: I036011	Update to the 2011 Traffic Order
Update to the 2011 Traffic order to incorporate any previous variations and create a new Traffic Order and authorise the introduction of a tariff at Sunnymead, Bury Knowle and Rose Hill Community 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	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Corporate Property
Report Contact	Emma Gubbins, Corporate Asset Lead egubbins@oxford.gov.uk

ITEM 49: ID: I033291	Integrated Performance Report for Q4 2022/23
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 Jun 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 50: ID: I034756	Bertie Place Affordable Housing Scheme
Cabinet, on 9 August 2023 , resolved to:	
<p>2. Subject to the completion of the statutory procedure to appropriate the land at Site A and the subsequent decision of the Cabinet to appropriate the land, to:</p> <p>(a) Grant project approval for the build and acquisition of affordable homes developed by OCHL for which budgetary provision has been made in the Council's Housing Revenue Account in respect of Bertie Place; and</p> <p>(b) Delegate authority to the Head of Housing in consultation with the Head of Law and Governance and the Head of Financial Services / S151 Officer to</p>	

<p>enter into a Development Agreement with OCHL to facilitate the development, secure the purchase of the completed affordable homes, to be held in the HRA, and to enter into any related agreements and contracts to facilitate the development within this project approval and budget for Bertie Place. Acquisition costs are specified within the confidential appendix.</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	Cabinet 12 Jun 2024 Council 15 Jul 2024 Head of Housing Services Before 31 Dec 2024
Cabinet Lead Member	Cabinet Member for Housing, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Affordable Housing Supply Corporate Lead Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 51: ID: I035427	Oxford City Council Corporate Strategy 2024-2028
A report to make recommendation for Cabinet to adopt the Council's Corporate Strategy 2024/2028 following consultation.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council, Cabinet 12 Jun 2024
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Head of Corporate Strategy
Report Contact	Lucy Cherry, Policy and Partnerships Officer lcherry@oxford.gov.uk

ITEM 52: ID: I036056	Oxfordshire Councils Charter
For the Cabinet to approve the Oxfordshire Councils' Charter, a framework for better partnership working in Oxfordshire, including Shared Commitments and Principles. The Charter has been a collaborative effort between Oxfordshire County Council, Oxford City Council, Cherwell District Council, West Oxfordshire, South Oxfordshire District Council and Vale of White Horse, along with consultation with all of the Parish Councils within the County and the Oxfordshire Association of Local Councils.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
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 53: ID: I036604	Modification to CIL Review
To consider modifications made to the CIL review following consultation.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards [Constitution 15.14]
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Planning and Regulatory Services
Report Contact	Lorraine Freeman, CIL Data Analysis and Reporting Team Leader lfreeman@oxford.gov.uk

ITEM 54: ID: I036380	2024/25 Corporate Property & Housing Property Budget Drawdown and Delegations
To seek approval and delegation to officers for the spend of the approved 2024/2025	

budget.	
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 Jun 2024
Cabinet Lead Member	Cabinet Member for Housing, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development), Head of Corporate Property
Report Contact	Malcolm Peek, Property Service Manager mpeek@oxford.gov.uk

ITEM 55: ID: I036910	Contract for Rebuild Cost Assessments
A report to seek approval for the tender and award of contract for the preparation of Rebuild Cost Assessments for insurance purposes.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Ted Bowler, Corporate Asset Manager tbowler@oxford.gov.uk

ITEM 56: ID: I036911	Commercial Tenant Rent Arrears Write-Off
A report to seek approval to write-off a number of commercial tenant rent arrears.	
Key Decision	Not Key
Item open to the public or exempt	Part exempt -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and

	Asset Management
Lead Officer	Head of Corporate Property
Report Contact	Ted Bowler, Corporate Asset Manager tbowler@oxford.gov.uk

ITEM 57: ID: I036915	HRA Energy Efficiency Projects 2024/25
To seek Cabinet approval and delegation to authorise, sign and award contracts for HRA Energy Efficiency projects for FY 24/25. The report covers proposed HRA Energy Efficiency projects for 24/25 to spend HRA approved budget.	
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 Jun 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Juliet Nicholas, Energy and Sustainability Manager jnicholas@oxford.gov.uk

ITEM 58: ID: I036917	Framework for the installation of renewable technologies in Council owned properties
To seek project approval to set up a framework for the installation of renewable technologies in Council owned properties and delegated authority to sign and award Framework agreements.	
Key Decision	Yes
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 12 Jun 2024
Cabinet Lead Member	Cabinet Member for Housing, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Communities and People)

Report Contact	Bill Chamberlain, Senior Surveyor wchamberlain@oxford.gov.uk
-----------------------	---

Cabinet - 10 July 2024

ITEM 59: ID: I036603	Procurement of Pay by phone & ANPR (Automatic Number Plate Recognition) services for Oxford City Council car parks
To seek approval and delegations to retender the pay by phone and ANPR contracts for the car parks portfolio.	
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 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Corporate Property
Report Contact	Emma Gubbins, Corporate Asset Lead egubbins@oxford.gov.uk

ITEM 60: ID: I036374	Redesignation of Summertown and St. Margaret's, and Wolvercote Neighbourhood Areas and Neighbourhood Forums
To consider Neighbourhood Area and Forum Redesignation for Summertown and St. Margaret's, and Wolvercote. The designations expire after 5 years and therefore require redesignation, subject to criteria being met.	
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 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities

Lead Officer	Executive Director (Development)
Report Contact	William Sparling, Team Leader Planning Policy wsparling@oxford.gov.uk

ITEM 61: ID: I035286	Thriving Communities Strategy Update
Cabinet, at its meeting on 14 December 2022 , resolved that an annual progress update be provided to Cabinet on the Oxford Thriving Communities Strategy 2023-2027. This will be the first annual update.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Inclusive Communities, Cabinet Member for Leisure and Parks
Lead Officer	Executive Director (Communities and People)
Report Contact	Peter Matthew, Executive Director of People and Communities pmatthew@oxford.gov.uk

ITEM 62: ID: I036210	Oxford City Council Safeguarding Report 2023/24
To provide the annual update on safeguarding activities within oxford City Council including the annual self-assessment, partnership work and annual action plan.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet, Council 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Safer and Inclusive Communities
Lead Officer	Executive Director (Communities and People)
Report Contact	Laura Jones, Safeguarding Coordinator Ljones@oxford.gov.uk

ITEM 63: ID: I036501	Appointments to Outside Bodies 2024/25
---------------------------------	---

A report to agree appointments to charities, trusts, community associations and other organisations for the 2024/25 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 10 Jul 2024
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 64: ID: I036502	Integrated Performance Report Q4 2023/24
To update Cabinet on finance, risk and corporate performance matters as at 31 March 2024.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 10 Jul 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 65: ID: I036541	Housing, Homelessness & Rough Sleeping Strategy 2023-28 Action Plan
The Housing, Homelessness and Rough Sleeping Strategy 2023-2028 Action Plan is reviewed and updated annually, to ensure that the Strategy can adapt to changing circumstances. This report will present progress made against all actions in the Year 1 Action Plan and present the draft Year 2 Action Plan for approval.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Housing

Lead Officer	Head of Housing Services
Report Contact	Amie Rickatson, Strategy & Service Development Manager arickatson@oxford.gov.uk

ITEM 66: ID: I036649	Temporary Accommodation Demand and Mitigations
A report to update Cabinet on increased Homelessness and Temporary Accommodation use in Oxford, and seeking approval for a series of mitigations to help bring temporary accommodation use down and lower cost.	
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 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Housing
Lead Officer	Executive Director (Communities and People)
Report Contact	Kieran Edmunds, Rapid Rehousing Manager kedmunds@oxford.gov.uk

ITEM 67: ID: I036770	Citizen Experience Strategy Progress Report
To provide a comprehensive update on the delivery 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 10 Jul 2024
Cabinet Lead Member	Cabinet Member for Citizen Focused Services and Council Companies
Lead Officer	Head of Business Improvement
Report Contact	Vicki Galvin, Senior Programme Manager for Customer Experience vgalvin@oxford.gov.uk

Council - 15 July 2024

Reports from Cabinet:

- Bertie Place Affordable Housing Scheme
- Oxford City Council Safeguarding Report 2023/24
- Oxford City Council Corporate Strategy 2024-28

ITEM 68: ID: I036509	Outside Organisation Report: Oxfordshire Resources and Waste Partnership
A report to provide 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 15 Jul 2024
Cabinet Lead Member	Cabinet Member for Citizen Focused Services and Council Companies
Lead Officer	Head of Corporate Strategy
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 69: ID: I036510	Outside Organisation Report: Oxford Strategic Partnership
A report to provide an update on the work of the Oxford Strategic Partnership.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 15 Jul 2024
Cabinet Lead Member	Leader - Inclusive Economy and Partnerships
Lead Officer	Head of Corporate Strategy
Report Contact	Mish Tullar, Head of Corporate Strategy MTullar@oxford.gov.uk

ITEM 70: ID: I036511	Outside Organisation Report: Health and Wellbeing Board and Health Improvement Board
A report to provide an update on the work of the Health and Wellbeing Board and	

Health Improvement Board.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 15 Jul 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities
Lead Officer	Head of Corporate Strategy
Report Contact	Clare Keen, Policy and Partnerships Officer ckeen@oxford.gov.uk

ITEM 71: ID: I036061	Constitution Review 2024
To consider recommended amendments to the Council's Constitution following a periodic review.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Council 15 Jul 2024
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 August 2024

Cabinet - 11 September 2024

ITEM 72: ID: I036230	Council of Sanctuary Framework
Cabinet report to seek approval of the Council of Sanctuary framework and authorisation to apply for Council of Sanctuary Award status.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 11 Sep 2024

Cabinet Lead Member	Cabinet Member for Inclusive Communities
Lead Officer	Executive Director (Communities and People)
Report Contact	Stephen Cohen, Refugee and Resettlement Manager scohen@oxford.gov.uk

ITEM 73: ID: I036930	Treasury Management Annual Report 2023/24
A report to set out the Council's Treasury Management activity and performance for the financial year 2023/24.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 11 Sep 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 74: ID: I036931	Integrated Performance Report for Q1 2024/25
A report to update Cabinet on finance, risk and corporate performance matters as at 30 June 2024.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Decision Taker and date decision expected to be taken by	Cabinet 11 Sep 2024
Cabinet Lead Member	Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Head of Business Improvement, Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 75: 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 11 Sep 2024
Cabinet Lead Member	Cabinet Member for Planning and Healthier Communities, Deputy Leader (Statutory) - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Jenny Barker, Regeneration Manager JBarker@oxford.gov.uk