

FORWARD PLAN FOR THE PERIOD DECEMBER 2012 – MARCH 2013

The Forward Plan gives information about all executive decisions (including "key decisions") the City Executive Board and Single Board Members are expected to take over the forthcoming four-month period. It also contains information about all key decisions Council officers are expected to take over the forthcoming four-month period. 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 key decision is made. The Forward Plan also contains information about matters that are likely to be taken in private.

Key decisions

A key decision as defined in Regulations means an executive decision which is likely:-

“(a) To result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council’s budget for the service or function to which the decision relates; or

(b) To be significant in terms of its effects on communities living or working in an area comprising two or more wards in the council’s area.

The guidance figures for significant items in financial terms as far as the City Council is concerned are £150,000 for General Fund or £200,000 for Housing Revenue Account.

Private meetings

Part or the whole or some or all of the items in this Forward Plan may be taken at a meeting not open in part or in whole to the press or public one of the grounds in the Local Government (Access to Information) (Variation) Order 2006

Making representations on matters or objections to taking matters in private

If you wish to make representations about any matter listed in the Forward Plan, or about taking any part of a matter in private then you must contact us at least 7 working days before the decision is due to be made. This can be done:-

- by email to forwardplan@oxford.gov.uk
- in writing to

William Reed
Democratic Services Manager
Town Hall
St Aldate’s Street
Oxford
OX1 1BX
Email: wreed@oxford.gov.uk
Tel.: 01865 252230

Inspection of documents

Reports to be submitted to the decision-maker together with background papers to those reports as listed in the reports are available for inspection at the offices of the Council and appear on our website www.oxford.gov.uk 5 working days prior to the date on which the decision is due to be made.

The Council's decision-making process

Further information about the Council's decision making process (including key decisions) can be found in the Council's Constitution, which can be inspected at the Council's offices or online at www.oxford.gov.uk

CITY EXECUTIVE BOARD MEMBERSHIP AND RESPONSIBILITIES

<i>Bob Price (Leader)</i>	<i>Corporate Governance and Strategic Partnerships</i>
<i>Ed Turner (Deputy Leader)</i>	<i>Finance and Efficiency</i>
<i>Colin Cook</i>	<i>City Development</i>
<i>Van Coulter</i>	<i>Leisure Services</i>
<i>Steve Curran</i>	<i>Young People, Education and Community Development</i>
<i>Mark Lygo</i>	<i>Parks and Sports</i>
<i>Scott Seamons</i>	<i>Housing</i>
<i>Dee Sinclair</i>	<i>Crime and Community Safety</i>
<i>Val Smith</i>	<i>Customer Services and Regeneration</i>
<i>John Tanner</i>	<i>Cleaner Greener Oxford</i>

DECEMBER

ITEM 1:	TOWER BLOCKS - APPOINTMENT OF PROJECT MANAGER
This report will contain details of tenders received for works to the Council's tower block properties and will make a recommendation for acceptance. The report may contain a not for publication annex.	
Target Date:	December 2012
Decision Taker	Executive Board Member for Housing
Is this a Key Decision?:	Yes
Executive lead member:	Councillor Scott Seamons
Is this item to be taken in public?	Yes
Report of:	Head of Corporate Property
Contact:	Chris Pyle Tel: 01865 252330 cpyle@oxford.gov.uk
Consultation:	Not applicable
Scrutiny Committee Responsibility:	Value and Performance

ITEM 2:	DOMESTIC WASTE AND RECYCLING COLLECTION - POLICY CHANGE
This report will contain proposals to improve and increase recycling from domestic households, including flats, maisonettes, and houses of multiple occupancy.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Councillor John Tanner
Is this item to be taken in public?	Yes
Report of:	Head of Direct Services
Contact:	Graham Bourton gbourton@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 3:	ORGANISATIONAL DEVELOPMENT STRATEGY
<p>The Organisational Development Strategy sets out a vision and summary action plan designed to reshape the Council's approach to people management. It reflects on the increasing requirement for the Council to advance further still from traditional service delivery to finding new income streams and a more commercial approach - and the skills that are required to do that.</p> <p>A key element is the drafting and embedding of a new set of values and behaviours which will be basic requirements of all staff and will be a consistent theme in recruitment, development, performance management and reward.</p>	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Bob Price
Is this item to be taken in public?	Yes
Report of:	Head of Human Resources and Facilities
Contact:	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 4:	OXFORD HERITAGE ASSETS REGISTER - CRITERIA AND PROCESS
This report will outline the methodology and processes involved in the preparation of a Citywide register of local heritage assets and will ask the Board to adopt the proposed criteria and selection process.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Nick Worlledge Tel: 01865 252147 nworlledge@oxford.gov.uk
Consultation:	Local community groups.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 5:	PROCUREMENT STRATEGY
To provide an update on the Council's approach to procurement best practice. Will take into	

account the Council's priorities to achieving value for money for our 3 rd party spend	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Ed Turner
Is this item to be taken in public?	Yes
Report of:	Head of Business Improvement
Contact:	Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk
Consultation:	Local business sector, current key suppliers
Scrutiny Committee Responsibility:	Value and Performance

ITEM 6:	FINANCE, PERFORMANCE AND RISK - QUARTER 2 PROGRESS 2012/13
This report will advise on the position in relation to the Council's financial and non-financial performance and the position in relation to the Council's corporate risks.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Jane Lubbock, Nigel Kennedy
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk, Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk, Anna Winship awinship@oxford.gov.uk
Consultation:	Not applicable
Scrutiny Committee Responsibility:	Value and Performance

ITEM 7:	TREASURY MANAGEMENT - HALF YEAR PERFORMANCE REPORT
This report will be about performance of the treasury management function up until the end of September.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 8:	INSURANCE TENDER CONTRACT AWARD APPROVAL
This report will recommend the award of a contract for the provision of insurance services from 2013 onwards.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes

Report of:	Head of Finance
Contact:	Anna Winship awinship@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 9:	TENANCY STRATEGY AND POLICY - REVIEW OUTCOME
This report will contain the outcome of consultation commenced by the City Executive Board in September and will contain a Tenancy Strategy and Policy for adoption.	
Target Date:	5 Dec 2012 17 Dec 2012
Decision Taker	City Executive Board Council
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Scott Seamons Councillor Scott Seamons
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Sheila Farley Tel: 01865 252449 sfarley@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 10:	HOUSING STRATEGY ACTION PLAN 2012-16 - PERIODIC REVIEW
This periodic report will advise on progress against the targets in the Action Plan and any changes necessary.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Councillor Scott Seamons
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Sheila Farley Tel: 01865 252449 sfarley@oxford.gov.uk
Consultation:	Not applicable
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 11:	ARISTOTLE LANE FOOTPATH OVER RAILWAY - CLOSURE
This report concerns a closure of the Aristotle Lane footpath over the railway.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Michael Crofton-Briggs mcrofton-briggs@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 12:	SUPER CONNECTED CITIES
This report will be about a bid the City Council has made for money from the Government's Urban Broadband Fund.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Corporate Governance and Strategic Partnerships
Is this item to be taken in public?	Yes
Report of:	Executive Director City Regeneration
Contact:	Sebastian Johnson srjohnson@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

ITEM 13:	PLANNING ANNUAL MONITORING REPORT 2011/12
This report will seek approval to publish the Planning Annual Monitoring Report which assesses the effectiveness of planning policies in the Local Development Framework.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Adrian Roche Tel: 01865 252165 aroch@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 14:	TRADING STRATEGY - REVIEW
This report will review action taken following the adoption of a trading strategy in September 2011.	
Target Date:	5 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Cleaner, Greener Oxford
Is this item to be taken in public?	Yes
Report of:	Executive Director Community Services
Contact:	Jeff Ridgley jridgley@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

ITEM 15:	ROSE HILL COMMUNITY FACILITY
This report will seek to determine the preferred option for the future delivery of community, recreation and associated facilities at Rose Hill. The report may contain a not for publication annex.	
Target Date:	19 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Young People, Education and Community Development
Is this item to be taken in public?	Yes

Report of:	Head of Corporate Property
Contact:	Angela Cristofoli acristofoli@oxford.gov.uk, Steve Sprason ssprason@oxford.gov.uk
Consultation:	Extensive public engagement has taken place as part of this project and is included in the report – no further consultation is needed.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 16:	MEDIUM TERM FINANCIAL STRATEGY AND CONSULTATION BUDGET
This report will present the Council's Medium Term Financial Strategy for 2013- 14 to 2017 -18 and the 2013-14 Budget for consultation.	
Target Date:	19 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk
Consultation:	This report will represent the start of the consultation process.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 17:	CORPORATE PLAN
This report will present a refreshed Corporate Plan for consultation approval	
Target Date:	19 Dec 2012
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Corporate Governance and Strategic Partnerships
Is this item to be taken in public?	Yes
Report of:	Head of Policy Culture and Communications
Contact:	Peter McQuitty Tel: 01865 252780 pmcquitty@oxford.gov.uk
Consultation:	The report recommends consultation on a refreshed Plan.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 18:	COUNCIL TAX BASE
This report will propose a Council Tax Base for 2013/14.	
Target Date:	17 Dec 2012
Decision Taker	Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Adrian Wood Tel: 01865 252619 awood@oxford.gov.uk
Consultation:	Not applicable
Scrutiny Committee Responsibility:	Value and Performance

ITEM 19:	CONSTITUTION - 2011/12 REVIEW
This report will review the operation of the Council's Constitution during 2011/12 and propose changes to it.	
Target Date:	17 Dec 2012
Decision Taker	Council
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Bob Price
Is this item to be taken in public?	Yes
Report of:	Head of Law and Governance
Contact:	William Reed Tel: 01865 252230 wreed@oxford.gov.uk
Consultation:	Internal only
Scrutiny Committee Responsibility:	Value and Performance

ITEM 20:	COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEDULE
This report will ask Council to agree for consultation and subsequent submission to the Secretary of State a draft Community Infrastructure Levy charging schedule.	
Target Date:	17 Dec 2012
Decision Taker	Council
Is this a Key Decision?:	Yes
Executive lead member:	Councillor Colin Cook
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Michael Crofton-Briggs mcrofton-briggs@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 21:	BARTON AREA ACTION PLAN
This report will present the findings of the Inspector and recommend the adoption by Council of the Barton Area Action Plan.	
Target Date:	17 Dec 2012
Decision Taker	Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Rachel Williams rwilliams@oxford.gov.uk
Consultation:	Consultation on this matter was carried out at an earlier stage.
Scrutiny Committee Responsibility:	Value and Performance

JANUARY

FEBRUARY

ITEM 22:	FINANCE, PERFORMANCE AND RISK - QUARTER 3 PROGRESS 2012/13
This report will advise on the position in relation to the Council's financial and non-financial performance and the position in relation to the Council's corporate risks.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board

Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Nigel Kennedy, Jane Lubbock
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk, Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk, Anna Winship awinship@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

ITEM 23:	LEISURE PROVISION IN THE SOUTH OF THE CITY
This report will look at future leisure provision in the south of the City depending on forthcoming occurrences.	
Target Date:	Not before 13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Councillor Van Coulter
Is this item to be taken in public?	Yes
Report of:	Head of Leisure and Parks
Contact:	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 24:	HOUSING ALLOCATIONS SCHEME - CONSULTATION DRAFT
This report will invite approval for the issue for consultation of a draft Housing Allocations Scheme.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Tom Porter Tel: 01865 252713 tporter@oxford.gov.uk
Consultation:	Approval of this report commences consultation with stakeholders.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 25:	LONG TERM AFFORDABLE HOUSING FOR HOMELESSNESS PREVENTION
This report will seek approval to enter into contractual arrangements for the purpose of procuring property to which the Council can nominate for homelessness prevention.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Executive Board Member for Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Dave Scholes Tel: 01865 252636 dscholes@oxford.gov.uk
Consultation:	Not applicable

Scrutiny Committee Responsibility:	Value and Performance
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ITEM 26:	COMPLAINTS MONITORING - PERIODIC REPORT
This will be the periodic report that analyses and comments on complaints received.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Bob Price
Is this item to be taken in public?	Yes
Report of:	Head of Customer Services
Contact:	Helen Bishop Tel: 01865 252233 hbishop@oxford.gov.uk
Consultation:	Not applicable
Scrutiny Committee Responsibility:	Value and Performance

ITEM 27:	BUDGET AND MEDIUM TERM FINANCIAL STRATEGY
This report will present a Budget and Medium Term Financial Strategy for recommendation to Council.	
Target Date:	13 Feb 2013 18 Feb 2013
Decision Taker	City Executive Board Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk
Consultation:	This report will include the outcome of consultation on the December consultation Budget.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 28:	CORPORATE PLAN - CONSULTATION OUTCOME
This report will consider the outcome of consultation on the refreshed Corporate Plan and recommend its adoption into the Policy Framework.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Corporate Governance and Strategic Partnerships
Is this item to be taken in public?	Yes
Report of:	Head of Policy Culture and Communications
Contact:	Peter McQuitty Tel: 01865 252780 pmcquitty@oxford.gov.uk
Consultation:	This report will contain the outcome of consultation.
Scrutiny Committee Responsibility:	

ITEM 29:	EMPTY HOMES STRATEGY
The Council's current Empty Homes Strategy is due to expire and a revised Strategy has to be prepared. The report will present outcomes of a review of progress to date in Oxford, potential future priorities and seek permission to consult on issues arising within a Draft Empty Homes Consultation Document.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Melanie Mutch mmutch@oxford.gov.uk
Consultation:	This report starts a consultation process.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 30:	ECONOMIC DEVELOPMENT AND GROWTH STRATEGY REFRESH - CONSULTATION
This report will present, for consultation, a revised and refreshed Regeneration Framework for Oxford (now styled the Economic Development and Growth Strategy).	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Ed Turner
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Michael Crofton-Briggs mcrofton-briggs@oxford.gov.uk
Consultation:	Consultation will follow
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 31:	DEBT MANAGEMENT POLICY
This report will propose the adoption of a debt management policy.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

ITEM 32:	HOMELESSNESS STRATEGY - REVIEW OUTCOME
This report will review the outcome of the consultation commenced in September when the City Executive Board approved a consultation draft and will contain a Homelessness Strategy and Action Plan 2013-18 for adoption.	
Subject to the timely release of Government guidance the report may recommend changes	

to enable the Council to discharge its homeless duties into the private rented sector.	
Target Date:	13 Feb 2013 18 Feb 2013
Decision Taker	City Executive Board Council
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Scott Seamons Councillor Scott Seamons
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Sheila Farley Tel: 01865 252449 sfarley@oxford.gov.uk
Consultation:	This report will contain the outcome of consultation commenced in July.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 33:	TREASURY MANAGEMENT STRATEGY 2013/14
This report will recommend a Treasury Management Strategy for 2013/14.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Anna Winship awinship@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 34:	GREEN SPACES STRATEGY - CONSULTATION OUTCOME
This report will consider the outcome of consultation on a Green Spaces Strategy and recommend the Strategy to Council.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Councillor Mark Lygo
Is this item to be taken in public?	Yes
Report of:	Head of Leisure and Parks
Contact:	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk
Consultation:	Report deals with the consultation outcome
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 35:	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2013/14
This report will set out the recommendations from the officer grants panel for the allocation of grant funding to the community and voluntary sector from for 2013/14.	
Target Date:	13 Feb 2013
Decision Taker	City Executive Board

Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Young People, Education and Community Development
Is this item to be taken in public?	Yes
Report of:	Executive Director Community Services
Contact:	Julia Tomkins jtomkins@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 36:	COUNCIL TAX SETTING 2013/14
This report will contain information on the County Council and Police precepts and recommend the level of Council Tax for 2013/14.	
Target Date:	18 Feb 2013
Decision Taker	Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Finance and Efficiency
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Adrian Wood Tel: 01865 252619 awood@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

ITEM 37:	SITES AND HOUSING PLAN
This report will present the findings of the Planning Inspector and recommend the adoption of the Sites and Housing Plan by the Council.	
Target Date:	18 Feb 2013
Decision Taker	Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Laura Goddard lgoddard@oxford.gov.uk
Consultation:	Consultation was carried out at an earlier stage.
Scrutiny Committee Responsibility:	Value and Performance

ITEM 38:	GAMBLING POLICY - UPDATE
This report will propose adjustments to the Council's Statement of Gambling Licensing Policy	
Target Date:	19 Feb 2013 22 Apr 2013
Decision Taker	Licensing and Gambling Acts Committee Council
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for City Development Executive Board Member for City Development
Is this item to be taken in public?	Yes
Report of:	Head of Environmental Development
Contact:	Julian Alison jalison@oxford.gov.uk

Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

MARCH

BEYOND THE LIFE OF THIS PLAN

ITEM 39:	CUSTOMER CONTACT STRATEGY
<p>Oxford City Council has an aspiration to be a world-class city for everyone, delivering world-class customer service. The Council's Customer Contact Strategy was originally agreed in October 2009. It has been revised following the successful implementation of the Customer Service Centre, Shared Contact Centre and the simultaneous development of the web. The strategy is focused on putting customers' needs at the forefront, improving customer service and joining up its work across all service areas, offering a consistent quality service across the most relevant access channels for our customers. The Customer Contact Strategy sets out where we are now, where we want to be in 2015 and what the key milestones are in our journey.</p> <p>To ensure we deliver a relevant strategy for Oxford City Council, we have pulled together a strong picture of who our communities are, and used proven customer insight to inform how our customers can most easily access the services they need.</p>	
Target Date:	June 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Councillor Val Smith
Is this item to be taken in public?	Yes
Report of:	Head of Customer Services
Contact:	Helen Bishop Tel: 01865 252233 hbishop@oxford.gov.uk
Consultation:	To be undertaken as part of the drafting strategy.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 40:	HOUSING STRATEGY ACTION PLAN 2012-16 - PERIODIC REVIEW
<p>This report will advise on progress against the targets in the Action Plan and any changes necessary.</p>	
Target Date:	3 Jul 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Not Key
Executive lead member:	Executive Board Member for Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Sheila Farley Tel: 01865 252449 sfarley@oxford.gov.uk
Consultation:	Not applicable.
Scrutiny Committee Responsibility:	Communities and Partnerships

ITEM 41:	HOUSING STRATEGY REFRESH
<p></p>	
Target Date:	4 Sep 2013
Decision Taker	City Executive Board
Is this a Key Decision?:	Yes
Executive lead member:	Executive Board Member for Housing

Is this item to be taken in public?	Yes
Report of:	Head of Housing
Contact:	Sheila Farley Tel: 01865 252449 sfarley@oxford.gov.uk
Consultation:	
Scrutiny Committee Responsibility:	Value and Performance

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