

# FORWARD PLAN

## January 2017 - January 2018

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### What is the Forward Plan?

The Forward Plan gives information about all the decisions (key and non-key) that the City Executive Board (CEB) is expected to take over the next year. For completeness, the Forward Plan also includes important decisions which will be taken by the full Council.

Each item on the Forward Plan shows either a provisional or confirmed date for when it will be considered by CEB. Where possible, report authors will keep to the dates shown, however, it may be necessary for some provisional items to be rescheduled.

The Forward Plan is published on the Council's website on the first working day of the month. However, it is subject to regular revision and new issues or changes to existing issues will be posted on the website as soon as they are known.

The Forward Plan includes:

- a short description of the decision to be made
- who will make the decision
- when the decision will be made
- details of the planned consultation with local people and other stakeholders
- contact details for further information

### What is a Key decision?

A key decision is an executive decision which is likely:

- to result in the council incurring expenditure of more than £500,000; or
- to be significant in terms of its effects on communities living or working in an area comprising of two or more wards.

A key decision, except in special or urgent circumstances, cannot be taken unless it has appeared in the Forward Plan for 28 days before the decision is made.

### Inspection of documents

The agenda papers (including the reports and background papers) for CEB meetings are available 5 working days before the meeting on the council website:

<http://www.oxford.gov.uk>

The Forward Plan is available to view at the Town Hall.

### Private meetings

The majority of the decisions taken by the CEB are made in the "open session" of a meeting when the press or public have the right to attend. However, some or all, of the information supporting decisions in the Forward Plan may be confidential and as such it will be taken in the "private session" a meeting when the press or public are excluded. Items that will be taken in "private session" 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 & Member Services at least 7 working days before the decision is due to be made:

T: 01865 252191

Email: [cityexecutiveboard@oxford.gov.uk](mailto:cityexecutiveboard@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, which can be inspected at the Council's offices or online at

<http://www.oxford.gov.uk>

### **City Executive Board Members and Senior Officers**

<b>City Executive Board Member</b>	<b>Portfolio</b>
<b>Bob Price, Council Leader</b>	Corporate Strategy and Economic Development
<b>Ed Turner, Deputy Leader</b>	Finance, Asset Management and Public Health
<b>Susan Brown</b>	Customer and Corporate Services
<b>Alex Hollingsworth</b>	Planning and Regulatory Services
<b>Pat Kennedy</b>	Young People, Schools and Skills
<b>Linda Smith</b>	Leisure, Parks and Sport
<b>Mike Rowley</b>	Housing
<b>Dee Sinclair</b>	Community Safety
<b>Christine Simm</b>	Culture and Communities
<b>John Tanner</b>	A Clean and Green Oxford

<b>Senior Officers</b>	<b>Job Title</b>
<b>Peter Sloman</b>	Chief Executive
<b>David Edwards</b>	Executive Director, City Regeneration and Housing
<b>Tim Sadler</b>	Executive Director, Community Services
<b>Jackie Yates</b>	Executive Director, Organisational Development and Corporate Services
<b>Caroline Green</b>	Assistant Chief Executive
<b>Helen Bishop</b>	Head of Business Improvement
<b>Ian Brooke</b>	Head of Community Services
<b>Graham Bourton</b>	Head of Direct Services
<b>Nigel Kennedy</b>	Head of Financial Services/Section 151 Officer
<b>Stephen Clarke</b>	Head of Housing and Property
<b>Lindsay Cane</b>	Acting Head of Law and Governance / Monitoring Officer
<b>Patsy Dell</b>	Head of Planning and Regulatory

## KEY EXECUTIVE DECISIONS DELEGATED TO OFFICERS

<b>ITEM 1:</b> <b>ID: I012328</b>	<b>ARRANGEMENTS TO FACILITATE THE FITTING OF SOLAR PANELS ON COUNCIL-OWNED HOUSING STOCK</b>  <b>Report Status:</b>
<p>A solar panel installation programme for council properties funded through a community-benefit model.</p> <p><b>May 2016:</b> Decision on hold due to changing national policy on Feed In Tariffs. The position will be review in February 2017 following an EU decision on solar panel import tariffs which may favourably impact the viability of the scheme.</p> <p><b>October 2015:</b> On 15 October 2015 the City Executive Board resolved to:</p> <ol style="list-style-type: none"> <li><b>Grant project approval</b> to fit solar panels on Council-owned housing stock in the manner described in this report;</li> <li><b>Delegate authority to the Chief Executive, in conjunction with the Head of Finance, to enter into an Agreement to Lease with the Low Carbon Hub IPS (on the basis that this would permit leases to the roof space of individual Council properties to be drawn up and executed if required) plus any ancillary agreement required; and to submit an appropriate VEAT notice to the EU; and</b></li> <li><b>Agree</b> that on the basis of the matters set out in this report, the proposed arrangement with the Low Carbon Hub IPS represents best value to the Council.</li> </ol>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	N/A
<b>Decision Taker</b>	Chief Executive Not before 1 Feb 2017
<b>Executive Lead Member</b>	Climate Change and Cleaner Greener Oxford
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

## REPORTS TO CEB AND COUNCIL

### CEB 19 JANUARY 2017

<b>ITEM 2:</b> <b>ID: I013443</b>	<b>ESTABLISHMENT OF MUSEUM OF OXFORD DEVELOPMENT TRUST</b>  <b>Report Status: Provisional: Awaiting further information, advice or input</b>
<p>The report sets out arrangements for establishing a development trust for the Museum of Oxford. The development trust will enable the museum to receive funding from sources for which Oxford City Council would not normally be eligible.</p> <p>Development trusts sit alongside the body for which they are fundraising and are different from a charitable trust whose purpose is to the service itself.</p>	

The development trust will enable the Museum of Oxford to raise funds to supplement investment in its redevelopment already committed by Oxford City Council and the Heritage Lottery Fund.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 19 Jan 2017
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Peter McQuitty, Corporate Lead - Culture & the Arts Tel: 01865 252780 pmcquitty@oxford.gov.uk

<b>ITEM 3: ID: I015324</b>	<b>COMMISSIONED ADVICE STRATEGY 2018-2021</b>  <b>Report Status: Confirmed</b>
To propose a model for developing a new commissioned advice strategy during 2017/18	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	To be discussed with advice organisations the Council currently funds in October.
<b>Decision Taker</b>	City Executive Board 19 Jan 2017
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

## COUNCIL - 6 FEBRUARY 2017

To include any reports from CEB

<b>ITEM 4: ID: I014726</b>	<b>COMMERCIAL WASTE COLLECTION CAPACITY</b>  <b>Council: Confirmed</b>
The Council is reaching its commercial wastes collection capacity and requires an additional recycling collection vehicle and operational crew. This report requests the funding for this.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	Between Direct Services Waste & Recycling Operations and Finance Business Partners.
<b>Decision Taker</b>	Council 6 Feb 2017
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Jeff Ridgley, Waste Services Business

	Development & Fleet Manager Tel: 07711 632281 jridgley@oxford.gov.uk
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<b>ITEM 5: ID: I013667</b>	<b>DEVOLUTION</b>  <b>Report Status: Confirmed</b>
Following the CEB meeting on 15 December 2016 –  Council is recommended to supports in principle the submission of a devolution bid with a governance model based on the current two-tier structure for local government with a combined authority and elected mayor.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Council 6 Feb 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Caroline Green, Assistant Chief Executive cgreen@oxford.gov.uk

<b>ITEM 6: ID: I011844</b>	<b>SUSTAINABLE ENERGY ACTION PLAN (SEAP) FOR OXFORD</b>  <b>Report Status: Confirmed</b>
On 29 September 2014 Council agreed to support the Covenant of Mayors initiative and authorised the Lord Mayor to sign the Covenant adhesion form. By signing up to the Covenant of Mayors the Council committed to submit a Sustainable Energy Action Plan (SEAP) for the City of Oxford. The SEAP does not set any new targets but estimates our baseline emissions in 2005 and captures the actions and policies that the Council and its partners are implementing to reduce carbon emissions. These actions will help to meet the Council's target of reducing carbon emissions by 40% by 2020 across the whole city. This report will request approval of our aims, objectives and emission reduction target for the City and adoption of the action plan attached to the Sustainable Energy Strategy.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - Stakeholder workshops took place in February 2016
<b>Decision Taker</b>	Council 6 Feb 2017
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

<b>ITEM 7: ID: I015279</b>	<b>OUTSIDE ORGANISATIONS/COMMITTEE CHAIR REPORTS: OXFORDSHIRE PARTNERSHIPS (COVERING ALL PARTNERSHIPS)</b>  <b>Report Status: Confirmed</b>
To update the Council on the work of the Oxfordshire Partnerships.	
<b>Is this a Key Decision?</b>	Yes

<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Council 6 Feb 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Val Johnson, Policy and Partnerships Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

## CEB 9 FEBRUARY 2017

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

<b>ITEM 8: ID: I014683</b>	<b>BUDGET 2017/2018</b>  <b>Report Status: Confirmed</b>
<p>A new Budget for the period 2017/2018.</p> <ul style="list-style-type: none"> <li>The pre-consultation draft report will be submitted to CEB in December 2016.</li> <li>The post-consultation draft report will be submitted to CEB in February 2017</li> <li>The Budget will be submitted to Council for adoption in February 2017.</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - public consultation
<b>Decision Taker</b>	City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

<b>ITEM 9: ID: I015539</b>	<b>CITY CENTRE STRATEGY</b>  <b>Report Status: Provisional: Decision needs further consideration or information</b>
<p>To approve the City Centre Strategy which aims to</p> <ul style="list-style-type: none"> <li>•create and promote a strong investment proposition by informing the future role and direction of the city centre</li> <li>• facilitate ongoing dialogue with those involved in the management and future of the city centre</li> <li>• provide a framework for collaboration and action</li> <li>•assist in the allocation of resources and prioritise actions</li> </ul>	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services, Corporate Strategy and Economic Development

<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Fiona Piercy, Regeneration Programme Director Tel: 01865 252185 fpiercy@oxford.gov.uk

<b>ITEM 10: ID: I015606</b>	<b>COMMUNITY INFRASTRUCTURE LEVY – EXPENDITURE DEADLINE OF CIL NEIGHBOURHOOD FUNDS PAID INTO WARD COUNCILLORS BUDGETS</b>  <b>Report Status: Confirmed</b>
To agree the timescale of expenditure of the CIL neighbourhood funds paid into ward councillors budgets annually. Members have asked for this report to amend what was agreed at CEB in May 2016.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Lorraine Freeman, Development Funding Officer lofreeman@oxford.gov.uk

<b>ITEM 11: ID: I014717</b>	<b>UPDATE ON THE CORPORATE PLAN 2016- 2020</b>  <b>Report Status: Confirmed</b>
To present an update report on the progress of the Corporate Plan 2016-2020.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Caroline Green, Assistant Chief Executive cgreen@oxford.gov.uk

<b>ITEM 12: ID: I014681</b>	<b>GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/2018</b>  <b>Report Status: Confirmed</b>
This report is for the City Executive Board to make decisions on the allocation of grants to the community and voluntary organisations for 2017/2018.  A further monitoring report on the reported achievements resulting from these grants allocations will be submitted to the City Executive Board in June 2018.	
<b>Is this a Key Decision?</b>	Not Key

<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Julia Tomkins, Grants & External Funding Officer Tel: 01865252685 jtomkins@oxford.gov.uk

<b>ITEM 13: ID: I011611</b>	<b>NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- DRAFT</b>  <b>Report Status: Provisional: Decision reliant on another action or process</b>
To recommend the draft North Oxford Victorian Suburb Conservation Area Appraisal goes for public consultation.  The appraisal will return for final approval in March 2017.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public consultation in Winter 2017
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Gill Butter, Conservation and Urban Design Officer gbutter@oxford.gov.uk

<b>ITEM 14: ID: I014416</b>	<b>TREASURY MANAGEMENT STRATEGY 2017/18</b>  <b>Report Status: Confirmed Council: Confirmed</b>
Treasury Management Strategy for 2017/2018, including prudential indicators. The pre-consultation draft report will be submitted to CEB in December 2016. The post-consultation draft report will be submitted to CEB in February 2017 Submitted to Council for adoption in February 2017.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

<b>ITEM 15:</b>	<b>CAPITAL STRATEGY 2017/18</b>
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<b>ID: I014411</b>	<b>Report Status: Confirmed</b> <b>Council: Confirmed</b>
To consider the Council's Capital Strategy for 2017/18.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

<b>ITEM 16: ID: I014782</b>	<b>REFRESH OF CARBON MANAGEMENT PLAN: 2017 -2022</b>  <b>Report Status: Confirmed</b>
The current five year phase of the Carbon Management Plan ends in March 2017 – it is expected that the corporate target of implemented carbon reduction measures across the estate and operations of the council of 5%/y min. will be exceeded for the 5 year phase to that point. The refreshed plan will: look ahead to the next five year phase; quantify the tCO2 required each year to meet the ongoing 5%/y min. corporate target; describe the approach to be taken particularly with regard to energy and water management, and intention to follow the ISO 50001 standard.	
<b>Is this a Key Decision?</b>	Yes
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Input will be sought from OCC staff whose roles have implications for the carbon emissions of the council
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Paul Spencer, Energy & Carbon Manager Tel: 01865 252238 pspencer@oxford.gov.uk, Paul Robinson, Team Manager, Energy and Climate Change Tel: 01865252541 probinson@oxford.gov.uk

<b>ITEM 17: ID: I016121</b>	<b>SALE OF PROPERTIES TO OXFORD CITY HOUSING LIMITED</b>  <b>Report Status: Provisional: Decision needs further consideration or information</b>
To propose selling 5 properties to Oxford City Housing Limited and providing the company with an additional loan facility.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any</b>	None

<b>form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing and Property
<b>Report Contact</b>	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

## OXFORD CITY HOUSING LIMITED SHAREHOLDER MEETING

<b>ITEM 18: ID: I015540</b>	<b>OXFORD CITY HOUSING LIMITED (OCHL) – BUSINESS PLAN 2017/18</b>  <b>Report Status: Provisional: Decision reliant on another action or process</b>
<p>This report presents the first annual Business Plan of Oxford City Housing Limited (OCHL) – a wholly owned subsidiary of Oxford City Council.</p> <p>The Business Plan details the strategic objectives and commercial projections for the company.</p> <p>The Business Plan is presented to the City Executive Board (or any sub-committee it nominates to undertake its shareholder powers) for noting and comment only.</p> <p>Future Business Plans and progress statements will be presented to the City Executive Board on an annual basis.</p>	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Fully exempt - Information which is subject to any obligation of confidentiality.
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Oxford City Housing Limited - Shareholder Meeting February 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	David Watt, Finance Business Partner Tel: 01865 252182 dwatt@oxford.gov.uk, Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

## COUNCIL (BUDGET) - 20 FEBRUARY 2017

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

<b>ITEM 19: ID: I015944</b>	<b>GENERAL PURPOSES LICENCE FEES AND CHARGES FOR THE 2017/18</b>  <b>Report Status: Council: Confirmed</b>
To agree the fees and charges for 2016/17	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	General Purposes Licensing Committee 23 Jan

	2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Councillor Mary Clarkson
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

<b>ID:</b> <b>I015945</b>	<b>LICENSING AND GAMBLING ACTS FEES AND CHARGES 2017/18</b>
<b>ITEM 1:</b>	<b>Report Status: Council: Confirmed</b>
To agree the fees and charges for 2016/17	
<b>Is this a Key Decision?</b>	No
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Licensing and Gambling Acts Committee 23 Jan 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Councillor Colin Cook
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

## CEB 9 MARCH 2017

<b>ITEM 21:</b> <b>ID: I014979</b>	<b>ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2017/18</b>
	<b>Report Status: Confirmed</b>
To agree the allocation of the homelessness prevention funds with the purpose of meeting the objectives of the homelessness strategy. Funding is recommended to services/projects working to prevent and/or tackle homelessness and rough sleeping	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Mar 2017
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing and Property
<b>Report Contact</b>	Ossi Mosley, Rough Sleeping & Single Homelessness Officer omosley@oxford.gov.uk

<b>ITEM 22:</b> <b>ID: I012135</b>	<b>HEADINGTON NEIGHBOURHOOD PLAN</b>
	<b>Report Status: Confirmed</b>
<b>March 2017:</b> Following public consultation and receipt of the Examiner's Report, the City Executive Board needs to decide (in accordance with Regulation 19 of the Neighbourhood	

Planning Regulations 2012) whether to agree, modify or refuse the draft Headington Neighbourhood Plan.	
<b>August 2016:</b> To approve submission of the draft Headington Neighbourhood Plan for 6 week consultation	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	6 week consultation
<b>Decision Taker</b>	City Executive Board 9 Mar 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Head of Planning and Regulatory Services
<b>Report Contact</b>	Richard Wyatt, Senior Planner rwyatt@oxford.gov.uk

<b>ITEM 23: ID: I015578</b>	<b>PROPOSAL FOR AN OXFORD LOTTERY TO RAISE MONEY FOR GOOD CAUSES</b>
	<b>Report Status: Confirmed</b>
To propose the establishment of a lottery to raise money for good causes.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Mar 2017
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

<b>ITEM 24: ID: I015164</b>	<b>REFURBISHED OF BARTON COMMUNITY CENTRE</b>
	<b>Report Status: Provisional: Decision needs further consideration or information</b>
Approval to undertake refurbishment works including the creation of the new doctor surgery.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	The local community have already been consulted on what they would like to see in an improved centre. Further consultation on the design detail will take place in October but will not affect the contract award
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Leisure, Parks and Sport
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Julia Castle, Senior Lettings & Disposal Surveyor

	jcastle@oxford.gov.uk
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<b>ITEM 25: ID: I013537</b>	<b>QUARTERLY INTEGRATED PERFORMANCE 2016/17 - Q3</b>  <b>Report Status: Confirmed</b>
These reports detail the Council's finances, risk and performance as at the end of each financial quarter for 2016/17 and may include recommendations on consequential changes to the budget: <ul style="list-style-type: none"> <li>• Q1, 30 June 2016 – report in September 2016</li> <li>• Q2, 30 September 2016 - report in December 2016</li> <li>• Q3, 31 December 2016 - report in March 2017</li> <li>• Q4, 31 March 2017- report in June 2017</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	No consultation
<b>Decision Taker</b>	City Executive Board 9 Mar 2017 City Executive Board 15 Jun 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

## CEB 6 APRIL 2017

<b>ITEM 26: ID: I015275</b>	<b>EAST OXFORD COMMUNITY CENTRE - IMPROVEMENT SCHEME</b>  <b>Report Status: Provisional : Decision needs further consideration or information</b>
To present an improvement scheme for the East Oxford Community Centre following public consultation.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public Consultation
<b>Decision Taker</b>	City Executive Board 6 Apr 2017
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Vicky Trietline, Development Project Management Surveyor Tel: 01865 529881 vtrietline@oxford.gov.uk

<b>ITEM 27: ID: I014716</b>	<b>SAFEGUARDING REPORT 2017/18</b>  <b>Report Status: Confirmed</b> <b>Council: Confirmed</b>
An annual report to monitor the progress made on Oxford City Council's Section 11 Self-assessment Action Plan 2016-2017 and to approve the Action Plan for 2017-2018.	
<b>Is this a Key Decision?</b>	Not Key

<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 6 Apr 2017 Council July 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Val Johnson, Policy and Partnerships Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

## COUNCIL 24 APRIL

to include any reports from CEB

<b>ITEM 28: ID: I014714</b>	<b>CONSTITUTION REVIEW 2017</b>  <b>Report Status: Confirmed</b>
An annual report to propose any required changes to the constitution.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Council 24 Apr 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

<b>ITEM 29: ID: I014715</b>	<b>REGULATION OF INVESTIGATORY POWERS ACT 2000</b>  <b>Report Status: Confirmed</b>
To report the Council's application of its powers under the Regulation of Investigatory Powers Act 2000.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Council 24 Apr 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Jeremy Franklin, Lawyer jfranklin@oxford.gov.uk

<b>ITEM 30: ID: I014977</b>	<b>ANNUAL PAY POLICY STATEMENT 2017</b>  <b>Report Status: Confirmed</b>
Review and approval of annual pay policy statement in accordance with legislative requirements,	
<b>Is this a Key Decision?</b>	Not Key

Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council 24 Apr 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Business Improvement
Report Contact	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

## CEB 11 MAY 2017

<b>ITEM 31: ID: I014682</b>	<b>FUSION LIFESTYLE'S ANNUAL SERVICE PLAN 2017/18</b>  <b>Report Status: Confirmed</b>
The report will recommend that the City Executive Board endorse Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2017/18.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 11 May 2017
Executive Lead Member	Leisure, Parks and Sport
Lead Executive Director	Head of Community Services
Report Contact	Lucy Cherry, Leisure and Performance Manager Tel: 01865 252707 lcherry@oxford.gov.uk

<b>ITEM 32: ID: I013240</b>	<b>WATERWAYS PUBLIC SPACE PROTECTION ORDER</b>  <b>Report Status: Provisional: Decision needs further consideration or information</b>
The report will contain a proposal to the CEB to introduce a Public Spaces Protection Order for certain behaviours on the waterways within Oxford City's local authority boundary.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	Yes - public consultation Autumn/Winter 2016. Specific groups include Riparian owners and waterways users.
Decision Taker	City Executive Board 11 May 2017
Executive Lead Member	Community Safety
Lead Executive Director	Executive Director for Community Services
Report Contact	Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

## COUNCIL 15 MAY (ANNUAL COUNCIL)

To include any reports from CEB

<b>ITEM 33: ID: I015282</b>	<b>APPOINTMENT OF COMMITTEES FOR THE COUNCIL YEAR 2017/18</b>  <b>Report Status: Confirmed</b>
To appoint committees for the Council year 2017/18 and members to serve on these	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Members
<b>Decision Taker</b>	Council 15 May 2017
<b>Executive Lead Member</b>	
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

## CEB 15 JUNE 2017 - SPECIAL MEETING

<b>ITEM 34: ID: I014947</b>	<b>LOCAL PLAN PREFERRED OPTIONS</b>  <b>Report Status: Confirmed</b>
Progress of the review of the Local Plan	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public consultation
<b>Decision Taker</b>	City Executive Board 15 Jun 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Head of Planning and Regulatory Services
<b>Report Contact</b>	Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk

## CEB 20 JUNE 2017

<b>ITEM 35: ID: I014713</b>	<b>APPOINTMENT OF OUTSIDE BODIES 2017/2018</b>  <b>Report Status: Confirmed</b>
To appoint Council representatives to outside bodies and charities for the year 2017/18.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - Outside Bodies, Members
<b>Decision Taker</b>	City Executive Board 15 Jun 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk