



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Forward Plan

November 2008 to February 2009

Cherwell District Council

Forward Plan

This Forward Plan sets out the key Executive decisions which will be taken at Cherwell District Council over the next four months. These are the key decisions of which the Council's Executive is currently aware. The Forward Plan will be updated and rolled forward on a monthly basis. As this takes place, the programme will be adjusted: further key decisions may be added, or anticipated ones may be rescheduled or removed. The schedule shows the decisions programmed to be taken during each month. A likely date of decision is shown, but it is possible that a decision may be rescheduled to a later date within that month, or to a later month. The latest position on prospective decisions can be obtained by contacting the Legal and Democratic Services Department (see contact details below).

The Schedule to this Plan sets out the key decisions by month and says whether they will be taken by the Full Executive or by one of its individual Members, or portfolio holders as they are known (see below for details of the membership of the Executive). While key decisions may be taken by officers exercising authority delegated by the Executive, it is the Council's intention that this will very much be the exception.

Key decisions are those which are financially significant (in terms of spending or savings) for the service or function concerned or which will have a significant impact on communities, usually in two or more wards in the District. For the purposes of compiling its Forward Plan the Council has decided that a decision will be financially significant

- if it is equivalent in value to more than 10% of the annual gross budget for the service unit concerned or £50,000 whichever is the lesser. If the figure is below £50,000 regard will be had to the impact on communities in deciding whether the decision is key.
- If it involves an individual capital projects with a value greater than £250,000.

In assessing impact on local people (including businesses and organisations) the following factors will be borne in mind:

- The number of users of the service in the wards affected
- Whether the impact will be short term or will last for a number of years, or be permanent.
- The nature of the impact on communities in terms of economic, social and environmental well-being.

For a decision to be key there must be a significant degree of discretion to be exercised by the decision-maker.

The forward plan lists documents which are currently available to decision makers. Generally these are also available to the public but some may have restrictions on the information given in them. Copies of public documents may be obtained on request from

James Doble,
Democratic, Scrutiny and Elections Manager
Cherwell District Council,
Bodicote House,
Bodicote,
Banbury, Oxfordshire OX15 4AA (e-mail: democracy@cherwell-dc.gov.uk).

There will be a copying charge for each document. Comments on the matters for decision may be made to the relevant contact officer up to the date of the meeting, unless otherwise specified in the consultation details.

Cherwell District Council – Executive Members

Portfolio

Communications and Public Relations (with
Special Responsibility for Climate Change)

Community, Health and Environment

Customer Service and ICT

Economic Development and Estates

Organisational Development and Improvement

Planning and Housing

Policy and Community Planning

Resources

Urban and Rural Services

Member

Councillor Mallon

Councillor Reynolds

Councillor Turner

Councillor Bolster

Councillor Miss Pickford

Councillor Gibbard

Councillor Wood

Councillor Macnamara

Councillor Morris

Cherwell District Council Forward Plan

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Key decisions to be taken by the full Executive

| Likely date of decision: November 2008 | | | | | |
|---|--|-----------------------------------|--------------------------------|---|--|
| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
| Castle Quay Refurbishment Scheme <i>To consider an update on progress on the scheme to refurbish Unit 9 Castle Quay, being undertaken by Scottish Widows, and to review the Council's participation in the scheme.</i> | | Economic Development and Estates | David Marriott 01295 221603 | | Added Oct 08 Decision Nov 08 |
| Flood Response – Response to the Pitt Report <i>To provide an update on future work with regard to the response to flooding in light of the recommendations of the Pitt Report</i> | | Community, Health and Environment | Tony Brummel 01295 221524 | | Added Aug 08 Decision Oct 08 Delayed to Nov 08 |
| Eco Town Update | | Planning and Housing | John Hoad 01295 227980 | | Added Oct 08 |

Likely date of decision: November 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|---|--|-----------------------------------|---|--|--|
| Animation Station Future Governance Arrangements <i>To consider the status and governance arrangements</i> | | Community Health and Environment | Paul Marston-Weston 01295 227095 Nicola Riley 01295 221724 | | Added Jul 08 Decision Aug 08 Delayed to Sep 08 Delayed to Oct 08 Delayed to Nov 08 |
| Woodgreen Leisure Centre Banbury <i>To consider the latest position on construction costs, tendering and operating costs</i> | | Community, Health and Environment | Ian Davies 01295 221698 Paul Marston-Weston 01295 227095 | | Added Jul 08 Decision Sep 08 Delayed to Oct 08 Delayed to Nov 08 |
| DEFRA Definition of Waste Guidance <i>To consider the DEFRA guidance in relation to the Council's current practices and national representations.</i> | | Community, Health and Environment | Ed Potter 01295 221902 | | Added Aug 08 Decision Nov 08 |
| Partial Review of the South East Plan – Consultation on the Provision of Caravan Sites for Gypsies and Travellers <i>To consider the Council's response to the South East England Regional Assembly's (SEERA's) consultation on the level of need and strategic distribution of accommodation for Gypsies and Travellers</i> | | Planning and Housing | David Peckford 01295 221841 | | Added Aug 08 Decision Nov 08 |

Likely date of decision: November 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|--|--|----------------------------------|------------------------------|---|---------------------------------|
| Review of call-in arrangements <i>To consider proposals from the Overview and Scrutiny Committee for a revision of the call-in arrangements</i> | | Policy and Community Planning | Mary Harpley 01295 221573 | | Added Oct 08 Decision Nov 08 |

Likely date of decision: November 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|---|--|--|---|--|---|
| <p>Sports Centre Modernisation Project Update</p> <p><i>To consider an update report on the Sports Centre Modernisation and issues arising from the project</i></p> | | <p>Community, Health and Environment</p> | <p>Ian Davies 01295 221698</p> | | <p>Added Aug 08 Decision Nov 08</p> |
| <p>Rural Strategy</p> <p><i>To consider the proposed Rural Strategy for the district</i></p> | | <p>Urban and Rural Services</p> <p>Policy and Community Planning</p> | <p>Chris Rothwell 01295 221712</p> <p>Kevin Larnar 01295 221706</p> | | <p>Added Jun 08 Decision Jul 08 Delayed to Aug 08 Delayed to Sep 08 Delayed to Nov 08</p> |
| <p>Accounts 08/09 – Half Yearly Report</p> <p><i>To consider the half yearly accounts for 08/09</i></p> | | <p>Resources</p> | <p>Karen Curtin 01295 221551</p> | | <p>Added Aug 08 Decision Nov 08</p> |
| <p>Performance Management Quarter 2</p> <p><i>To consider the Council's Performance against the Corporate Scorecard</i></p> | | <p>Organisational Development and Improvement</p> | <p>Mike Carroll 01295 227959</p> | | <p>Added Aug 08 Decision Nov 08</p> |
| <p>Service and Financial Planning</p> <p><i>Preparation for the 2009/10 service plans and budgets.</i></p> | | <p>Resources</p> | <p>Neil Lawrence 01295 221807</p> | | <p>Added Oct 08 Decision Nov 08</p> |

Likely date of decision: November 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|---|--|----------------------------------|--|--|---|
| Local Authority Business Grant Incentive Scheme <i>To consider options for the use of the funds allocated to the Council under the Local Authority Business Grant Incentive Scheme</i> | | Economic Development and Estates | John Hoad 01295 227980 | | Added Aug 08 Decision Oct 08 Delayed to Nov 08 |
| Support Costs Allocation Policies <i>To consider revisions to the current policies</i> | | Resources | Phil O'Dell 0195 227098 Karen Curtin 01295 221551 | | Added Jun 08 Decision Sep 08 Delayed to Oct 08 Delayed to Nov 08 |

Likely date of decision: December 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|---|--|--------------------------|-------------------------------|---|---------------------------------|
| <p>Service and Financial Planning</p> <p><i>Preparation for the 2009/10 service plans and budgets.</i></p> | | Resources | Neil Lawrence 01295 221807 | | Added Oct 08 Decision Dec 08 |
| <p>Access to Services Strategy</p> <p><i>To consider a draft strategy intended to balance levels of customer service face to face, over the phone, and online against the best use of resources.</i></p> | | Customer Service and ICT | Pat Simpson 01295 227069 | | Added Oct 08 Decision Dec 08 |
| <p>Service delivery in Kidlington</p> <p><i>To consider options for delivering partners' services with our own services in Kidlington. Options derived from discussions with potential service delivery partners including County and Parish Councils, voluntary groups, Police and Health.</i></p> | | Customer Service and ICT | Pat Simpson 01295 227069 | | Added Oct 08 Decision Dec 08 |

Likely date of decision: December 2008

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|--|--|---|--|--|---|
| <p>CCTV Upgrade</p> <p><i>To consider proposals for the upgrade of the Cherwell CCTV network as part of the capital programme</i></p> | | <p>Community, Health and Environment</p> | <p>Stuart Hemming 01295 227916</p> | | <p>Added Sep 08 Decision Dec 08</p> |
| <p>Value for Money Review of Fees and Charges</p> <p><i>To review current fees, charges and concessions.</i></p> | | <p>Policy and Community Planning</p> <p>Resources</p> | <p>Mike Caroll 01295 227959</p> | | <p>Added Apr 08 Decision Jul 08 Delayed to Oct 08 Delayed to Dec 08</p> |
| <p>Revenues and Benefits Service Delivery options Appraisal</p> <p><i>To consider the options for the delivery of revenues and benefits.</i></p> | | <p>Resources</p> | <p>Julie Evans 01295 221595</p> | | <p>Added Oct 08 Decision Jan 09</p> |
| <p>Informal Development Principles Bryan House, Bicester</p> <p><i>To approve development principles for the site</i></p> | | <p>Planning and Housing</p> | <p>Linda Rand 01295 221845</p> | | <p>Added Jun 08 Delayed to Jul 08 Delayed to Aug 08 Delayed to Sep 08 Delayed to Oct 08 Delayed to Nov 08 Delayed to Dec 08</p> |

| Likely date of decision: December 2008 | | | | | |
|---|--|----------------------|-------------------------------|---|--|
| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
| Shennington and Alkerton Conservation Area Appraisal <i>To consider the designation of a conservation area at Shennington with Alkerton.</i> | | Planning and Housing | Linda Rand 01295 221845 | | Added Aug 08 Decision Nov 08 Delayed to Dec 08 |
| Annual Monitoring Report <i>To approve the Council's Local Development Framework Annual Monitoring Report for submission to the Secretary of State</i> | | Planning and Housing | Philip Clarke 01295 221840 | | Added Oct 08 Decision Dec 08 |

| Likely date of decision: January 2009 | | | | | |
|---|--|---------------------|-------------------------------|---|---------------------------------|
| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
| Service and Financial Planning <i>Preparation for the 2009/10 service plans and budgets.</i> | | Resources | Neil Lawrence 01295 221807 | | Added Oct 08 Decision Jan 08 |

Likely date of decision: January 2009

| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
|--|---|---|--|--|---|
| <p>Partnership Working Framework</p> <p><i>To consider an update on the Partnership Working Framework since it was last reported to Executive on 3 March.</i></p> | | <p>Resources</p> <p>Policy and Community Planning</p> | <p>Helen Couperthwaite 01295 221751</p> | | <p>Added Oct 08 Decision Jan 09</p> |
| <p>Conservation Area Appraisal Programme</p> <p>Subject of further reports to be specified as programme progresses</p> <p><i>To consider responses to the consultation draft and approval of final appraisal.</i></p> | | <p>Planning and Housing</p> | <p>Linda Rand 01295 221845</p> | | <p>Added Sep 08 Decision Jan 08</p> |
| <p>Older Persons Housing Policy</p> <p><i>To consider and adopt and Older Persons Housing Strategy</i></p> | | <p>Planning and Housing</p> | <p>Gillian Greaves 01295 221654</p> | | <p>Added Aug 08 Decision Oct 08 Delayed to Nov 08</p> |
| <p>Choice Based Lettings Scheme – Allocations Policy Amendments</p> <p><i>To consider amendments to Cherwell's Allocations Policy to facilitate the implementation of a sub-regional Choice Based Lettings Scheme in partnership with Oxford City Council, South</i></p> | <p>Registered Social Landlords Other local voluntary and statutory agencies Applicants on Cherwell's Housing Register</p> | <p>Planning and Housing</p> | <p>Gillian Greaves 01295 221654</p> <p>Marianne North 01295 227946</p> | | <p>Added Jul 08 Decision Sep 08 Delayed to Nov 08 Delayed to Jan 09</p> |

| Likely date of decision: January 2009 | | | | | |
|---|--|---------------------|--------------------|---|---------|
| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
| <i>Oxfordshire District Council and Vale of White Horse District Council.</i> | | | | | |

| Likely date of decision: February 2009 | | | | | |
|---|--|----------------------|-------------------------------|---|---------------------------------|
| Subject for Decision | External Consultees/ method of consultation | Executive Portfolio | Contact Officer(s) | Documents submitted to decision-maker | History |
| Service and Financial Planning <i>Preparation for the 2009/10 service plans and budgets.</i> | | Resources | Neil Lawrence 01295 221807 | | Added Oct 08 Decision Feb 08 |
| Conservation Area Appraisal Programme Subject of further reports to be specified as programme progresses <i>To consider responses to the consultation draft and approval of final appraisal.</i> | | Planning and Housing | Linda Rand 01295 221845 | | Added Oct 08 Decision Feb 08 |