



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Forward Plan Summary

April 2009 to July 2009

Cherwell District Council

Summary of the Forward Plan

This summary of the Forward Plan, (produced by officers on behalf of the Leader of the Council) 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 summary 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 month. The full Forward Plan, including the latest position on prospective decisions is available on the council website at www.cherwell-dc.gov.uk, using the link to Council meetings.

This summary 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 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 listed 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

<u>Portfolio</u>	<u>Member</u>
Communications and Public Relations (with Special Responsibility for Climate Change)	Councillor Mallon
Community, Health and Environment	Councillor Reynolds
Customer Service and ICT	Councillor Turner
Economic Development and Estates	Councillor Bolster
Organisational Development and Improvement	Councillor Miss Pickford
Planning and Housing	Councillor Gibbard
Policy and Community Planning	Councillor Wood
Resources	Councillor Macnamara
Urban and Rural Services	Councillor Morris

Cherwell District Council Forward Plan

Key decisions to be taken by the full Executive

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
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Likely date of decision: April 2009				
Older Persons Housing Policy To consider and adopt and Older Persons Housing Strategy		Portfolio Holder for Planning and Housing	Gillian Greaves Tel: 01295 221654	None.
Parsons Street Pedestrianisation Scheme To make decisions with regard to the revised traffic orders		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.
2009/10 Improvement Plan and Value for Money To consider the priorities for improvement in 2009/10 and how there should be monitored.		Portfolio Holder for Organisational Development and Improvement	Mike Carroll Tel: 01295 227959	None.
Corporate Scorecard To consider the corporate scorecard.		Portfolio Holder for Organisational Development and Improvement	Mike Carroll Tel: 01295 227959	None.
Comprehensive Area Assessment (CAA) To consider the criteria for the Comprehensive Area Assessment published by the Audit Commission.		Leader of the Council and Portfolio Holder for Policy and Community Planning	Mary Harpley Tel: 01295 221573	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Annual Audit and Inspection Letter March 2009 To consider the Audit Commission's Annual Audit and Inspection Letter published in March 2009.</p>		Leader of the Council and Portfolio Holder for Policy and Community Planning	Mary Harpley Tel: 01295 221573	None.
<p>Constitutional Changes To consider proposed amendments to the constitution following a review.</p>		Leader of the Council and Portfolio Holder for Policy and Community Planning	Liz Howlett Tel: 01295 221686	None.
<p>VFM Review of Property Management Update To consider progress with regard to the review of property management and to consider options with regard to market testing.</p>		Portfolio Holder for Resources	Julie Evans Tel: 01295 221595	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Medium Term Financial Strategy To consider the Medium Term Strategy which will build upon the 2009/10 budget and consider the key implications of longer-term projections over a 5 year period. Such is the significance of the current economic climate, the financial context in which we operate shifts the next medium term strategy document. Based on the key principles of prudence and sustainability, the strategy aims to contain spending levels within projections of available funding and maintain an adequate level of reserves, whilst still allowing continued progress to be made against the achievement of the council's strategic priorities.</p>		Portfolio Holder for Resources	Karen Curtin Tel: 01295 221551	None.
<p>Asset Management Plan To consider the 2009/10 Asset Management Plan</p>		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.
<p>Addressing Health Inequalities in Cherwell To consider the current position and progress.</p>		Portfolio Holder for Community, Health and Environment	Ian Davies Tel: 01295 221698	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Review of Organisational Restructure To consider a report on the results following the re-structure of the Council</p>		<p>Leader of the Council and Portfolio Holder for Policy and Community Planning, Portfolio Holder for Organisational Development and Improvement</p>	<p>Mary Harpley Tel: 01295 221573</p>	<p>None.</p>
<p>Sports Centre Modernisation To consider progress to date and opening arrangements.</p>		<p>Portfolio Holder for Community, Health and Environment</p>	<p>Paul Marston-Weston Tel: 01295 227095</p>	<p>None.</p>
<p>Support for the Horton Hospital To consider a donation to the cancer care appeal fund.</p>		<p>Portfolio Holder for Community, Health and Environment</p>	<p>Ian Davies Tel: 01295 221698</p>	<p>None.</p>
<p>Oxfordshire 2030 - A Sustainable Community Strategy for Oxfordshire (including a review of the Local Area Agreement 2) To consider the Oxfordshire County Sustainable Community Strategy including a review of the Local Area Agreement 2.</p>	<p>The strategy has been subject to county wide consultation and both the Executive and the Cherwell Community Planning Partnership have provided formal responses.</p>	<p>Leader of the Council and Portfolio Holder for Policy and Community Planning</p>	<p>Claire Taylor Tel: 01295 221563</p>	<p>None.</p>
<p>Annual Review of Corporate Equality and Diversity Policy To consider the Annual Review of Corporate Equality and Diversity Policy.</p>		<p>Portfolio Holder for Community, Health and Environment</p>	<p>Grahame Helm Tel: 01295 221615</p>	<p>None.</p>

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
Environmental Crime Enforcement To consider activity to date and proposals for improvement.		Portfolio Holder for Community, Health and Environment	Ed Potter Tel: 01295 221902	None.
Earmarked Capital Reserves for Affordable Housing To consider expenditure of the affordable housing capital reserves.	None.	Portfolio Holder for Planning and Housing	Fiona Brown, Gillian Greaves Tel: 01295 221659, Tel: 01295 221654	None.
Hurran's Garden Centre To consider issues relating to the site of Hurran's garden centre.		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.

Likely date of decision: May 2009

Information Communication Technology Strategy To consider an information communication technology strategy for the Council.		Portfolio Holder for Customer Services and ICT	Pat Simpson Tel: 01295 227069	None.
Results of Scrutiny Review on Rural Affordable Housing and Improvement Plan To consider the results of the scrutiny review of Rural Affordable Housing and Improvement Plan		Portfolio Holder for Planning and Housing	Catherine Phythian Tel: 01295 221583	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Banbury Market Future Management To consider options for the future management and direction for Banbury market.</p>		Portfolio Holder for Urban and Rural Services	Chris Rothwell Tel: 01295 221712	None.
<p>Weston, Cottisford and Kidlington Conservation Area Appraisal Programme To consider responses to the consultation draft and approval of final appraisal.</p>		Portfolio Holder for Planning and Housing	Linda Rand Tel: 01295 221845	None.
<p>Banbury Cultural Quarter To consider proposals for the development of a cultural quarter.</p>		Portfolio Holder for Community, Health and Environment	Ian Davies Tel: 01295 221698	None.
<p>Review of the Cherwell Biodiversity Action Plan To consider the Cherwell Biodiversity Action Plan.</p>		Portfolio Holder for Urban and Rural Services	Chris Rothwell Tel: 01295 221712	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
Likely date of decision: June 2009				
<p>Phone Access and Telephony Review To consider</p> <ul style="list-style-type: none"> • A proposal and associated business case and plan for a single customer contact number or small suite of numbers • Revised procurement practice in respect of telephony with associated reduction in costs • Plan for upgrade for main telephone switch and decommissioning of satellite switches • A clear product catalogue for telephony services to the Council 		Portfolio Holder for Organisational Development and Improvement	Simon Park Tel: 01295 223707	None.
<p>Definition of Waste and Collections from Charities To consider the Council's position with regards to the definition of waste and collections from charities.</p>		Portfolio Holder for Community, Health and Environment	Ed Potter Tel: 01295 221902	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Investment Strategy To consider the outcome and recommendations of the independent review of the investment strategy.</p>		Portfolio Holder for Resources	Karen Curtin Tel: 01295 221551	None.
<p>A sustainable community strategy for Cherwell To consider an update regarding the progress of the new sustainable community strategy for Cherwell. To endorse the next steps of the project.</p>	The strategy will be subject to extensive consultation with members, partners and the public.	Leader of the Council and Portfolio Holder for Policy and Community Planning	Claire Taylor Tel: 01295 221563	None.
<p>Pitt Review into Summer 2007 Floods - Further Implications following the Government's Response to the Report Recommendations To consider further implications arising from the Government's response to the Pitt Report.</p>		Portfolio Holder for Community, Health and Environment	Tony Brummell Tel: 01295 221524	None.
<p>Conservation Area Appraisal Programme Subject of further reports to be specified as programme progresses</p> <p>To consider responses to the consultation draft and approval of final appraisal.</p>		Portfolio Holder for Planning and Housing	Linda Rand Tel: 01295 221845	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
Performance Management Framework Year End Report To consider the Performance Management Framework Year End Report		Portfolio Holder for Organisational Development and Improvement	Mike Carroll Tel: 01295 227959	None.

Likely date of decision: July 2009

Eco Town - Government Decisions and Implications To consider matters arising from the Government decision regarding proposed Eco Towns and any resulting implications for the District.		Portfolio Holder for Planning and Housing	Philip Clarke Tel: 01295 221840	None.
Conservation Area Appraisal Report Subject of further reports to be specified as programme progresses To consider responses to the consultation draft and approval of final appraisal.		Portfolio Holder for Planning and Housing	Linda Rand Tel: 01295 221845	None.
Economic Development Strategy Review To consider the Economic Development Strategy for the District		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
Banbury Residents Parking Scheme To consider proposals for the scheme.		Portfolio Holder for Urban and Rural Services	Chris Rothwell Tel: 01295 221712	None.
Local Development Framework Next Steps To consider the next steps with regard to creating a Local Development Framework		Portfolio Holder for Planning and Housing	Philip Clarke Tel: 01295 221840	None.
Accommodation Review To consider and review Phase 1. To consider the proposals for Phase 2.		Portfolio Holder for Organisational Development and Improvement	Julie Evans Tel: 01295 221595	None.