



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Forward Plan Summary

**August 2009 to November 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](http://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

A key decision is a 'significant' decision that is legally within the power of the Council to make, is not precluded by statute from being made under Executive arrangements and is not otherwise retained for decision by Council or delegated to a Committee of Council or officer by the Council's constitution.

Significance – A decision is significant if it meets the financial and / or community impact criteria:

- Financial  
A decision that will result in the Council:
  - Incurring potential revenue expenditure or savings above £50,000
  - Incurring potential capital expenditure or savings above £250,000
  - Procuring or awarding any contract having a total value exceeding £500,000

and / or

- Community Impact  
A decision that is significant in its effects on communities living or working in an area comprising two or more Wards in the area of the Council. That is a decision where:
  - A significant number of users of the service in the Ward(s) will be affected and / or
  - An impact that will last for a number of years, or be permanent; and / or
  - A significant impact on communities in terms of environmental and social well-being.

The following are not regarded by the Council to constitute key decisions:

- Implementing approved budgets or policies and strategies where there is little or no further choice involved and the main decision has already been taken by the council in agreeing the budget and policy framework.
- Implementing approved actions and targets in annual service plans.
- Decisions by the Head of Finance which are part of the ordinary financial administration of the Authority, notably those relating to investments, within the agreed Treasury Management Policy.
- Implementing projects for which specific conditions have been attached by external funders, such as the Government or European Union.
- The award of contract for the provision of works, goods and services, within an agreed policy and budget and where a decision has been made.
- Changes arising from amendments to statute where there is little or no discretion.

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](mailto: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**

<b><u>Portfolio</u></b>	<b><u>Member</u></b>
Communications and Public Relations	Councillor Mallon
Community Safety, Street Scene and Rural	Councillor Morris
Customer Service and ICT (with special responsibility for tourism)	Councillor Turner
Democratic Services and Member Development	Councillor Miss Pickford
Economic Development and Estates	Councillor Bolster
Environment, Recreation and Health	Councillor Reynolds
Performance Management and Improvement	Councillor Atack
Planning and Housing	Councillor Gibbard
Policy and Community Planning	Councillor Wood
Resources and Organisational Development	Councillor Macnamara

## 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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<b>Likely date of decision: August 2009</b>				
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<p><b>Biodiversity Action Plan: Analysis of Grant Aided Bodies</b> To consider the Biodiversity Plan analysis of grant aided bodies.</p>		Portfolio Holder for Community Safety, Street Scene and Rural	Chris Rothwell Tel: 01295 221712	None.
<p><b>Eco Town - Government Decisions and Implications</b> To consider matters arising from the Government decision regarding proposed Eco Towns and any resulting implications for the District.</p>		Portfolio Holder for Planning and Housing	Philip Clarke Tel: 01295 221840	None.
<p><b>Banbury Cultural Quarter</b> To consider proposals for the development of a cultural quarter.</p>		Portfolio Holder for Environment, Recreation and Health	Ian Davies Tel: 01295 221698	None.
<p><b>Bicester Hospital</b> To consider a progress report on Bicester Hospital.</p>		Portfolio Holder for Environment, Recreation and Health	Ian Davies Tel: 01295 221698	None.
<p><b>Market Square, Bicester - Environmental Improvement</b> To consider options with regard to the environmental improvement of Market Square, Bicester.</p>		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.

<b>Subject for Decision</b>	<b>External Consultees/ method of consultation</b>	<b>Executive Portfolio</b>	<b>Contact Officer(s)</b>	<b>Documents submitted to decision-maker</b>
<b>Food Waste Recycling Service</b> To consider the timing and proposals to roll out the new service.	Oxfordshire County Council	Portfolio Holder for Environment, Recreation and Health	Ed Potter Tel: 01295 221902	None.
<b>Performance Management Framework Quarter 1 Report</b> To consider the Performance Management Framework Quarter 1 report.		Portfolio Holder for Performance Management and Improvement	Mike Carroll Tel: 01295 227959	None.
<b>Planning for Gypsies, Travellers and Travelling Show People in the South East</b> To consider the Council's response to the next stage of regional consultation on the number and distribution of 'pitches' and 'plots' for Gypsies and Travellers and Travelling Show people.  (Note: the item could not be delayed until September due to the provisional consultation timetable)	None	Portfolio Holder for Planning and Housing	David Peckford Tel: 01295 221841	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p><b>Rural Affordable Housing Improvement Plan - Executive Update</b> To consider three items on which the Executive asked officers to report back:</p> <ul style="list-style-type: none"> <li>• Letter to landowners – re. bringing forward land for rural exception sites</li> <li>• Rural Housing Trust – possibility of utilising the Rural Housing Trust</li> <li>• Rural Housing Enabler post – appraisal of bringing this external post in-house</li> </ul>	<ul style="list-style-type: none"> <li>• Other local authorities – VFM of bringing Rural Housing Enabler post in-house could represent too high costs if undertaken in isolation – consultation through established partnership working</li> <li>• Rural Housing Trust – examination of the service they are able to offer – direct consultation through meeting</li> </ul>	Portfolio Holder for Planning and Housing	Martyn Swann Tel: 01295 221743	None.
<p><b>Request for Funding for Temporary Accommodation from CDC Capital Receipts</b> A request for members to support the provision of temporary accommodation at Warwick Road, Banbury, acquisitions of market properties and units for move on supported housing through expenditure from the capital receipts earmarked for social housing–homelessness initiatives.</p>		Portfolio Holder for Planning and Housing	Gillian Greaves, Fiona Brown Tel: 01295 221654, Tel: 01295 221659	None.
<p><b>Banbury Residents Parking Scheme</b> To consider a range of parking matters.</p>		Portfolio Holder for Community Safety, Street Scene and Rural	Chris Rothwell Tel: 01295 221712	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>Likely date of decision: September 2009</b>				
<b>VFM Review of Risk and Insurance</b> To consider the outcomes of the Value for Money Review of risk and insurance.		Portfolio Holder for Resources and Organisational Development	Neil Lawrence Tel: 01295 221801	None.
<b>Accommodation Review</b> To approve reform plans for old Bodicote House.		Portfolio Holder for Economic Development and Estates	Julie Evans Tel: 01295 221595	None.
<b>Local Development Framework Next Steps</b> 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.
<b>Economic Development Strategy Review</b> To consider the Economic Development Strategy for the District		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.
<b>Pitt Review into Summer 2007 Floods - Further Implications following the Government's Response to the Report Recommendations</b> To consider further implications arising from the Government's response to the Pitt Report.		Portfolio Holder for Environment, Recreation and Health	Tony Brummell Tel: 01295 221524	None.



Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p><b>Phone Access and Telephony Review</b> To consider:</p> <ul style="list-style-type: none"> <li>• A proposal and associated business case and plan for a single customer contact number or small suite of numbers</li> <li>• Revised procurement practice in respect of telephony with associated reduction in costs</li> <li>• Plan for upgrade for main telephone switch and decommissioning of satellite switches</li> <li>• A clear product catalogue for telephony services to the Council</li> </ul>		Portfolio Holder for Customer Service and ICT (with special responsibility for tourism)	Pat Simpson Tel: 01295 227069	None.
<p><b>Banbury Canalside Draft Supplementary Planning Document</b> To consider the Banbury Canalside draft supplementary planning document.</p>		Portfolio Holder for Planning and Housing	Chris Thom Tel: 01295 221849	None.
<p><b>VFM Review of Human Resources</b> To consider the outcomes of the Value for Money Review of Human Resources.</p>		Portfolio Holder for Resources and Organisational Development	Mike Carroll Tel: 01295 227959	None.

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>Bicester Town Centre Development</b> To consider the development of Bicester Town Centre		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.

Likely date of decision: October 2009				
<b>Pensions Update</b> To consider an update on the Cherwell District Council pension fund.		Portfolio Holder for Resources and Organisational Development	Karen Curtin Tel: 01295 221551	None.

Likely date of decision: November 2009				
<b>None</b>				