



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Forward Plan

February 2009 to May 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](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**

### **Portfolio**

### **Member**

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

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
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 Deferred to Jan 09 Delayed to Feb 09
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 Sep 08 Decision Jan 09 Delayed to Feb 09
Oxfordshire 2030  <i>To formally adopt Oxfordshire 2030</i>		Policy and Community Planning	Helen Couperthwaite 01295 221751		Added Dec 08 Decision Feb 09
Banburyshire Community Transport Association Service Level Agreement  <i>To consider service level agreement arrangements for Banburyshire Community Transport Association</i>		Community, Health and Environment	Grahame Helm 01295 221615		Added Dec 08 Decision Feb 09

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
Revenues and Benefits Service Delivery options Appraisal  <i>To consider the options for the delivery of revenues and benefits.</i>		Resources	Julie Evans 01295 221595		Added Oct 08 Decision Jan 09 Delayed to Feb 09
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 Delayed to Jan 09 Delayed to Feb 09
Choice Based Lettings Scheme – Allocations Policy Amendments  <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 Oxfordshire District Council and Vale of White Horse District Council.</i>	Registered Social Landlords Other local voluntary and statutory agencies Applicants on Cherwell's Housing Register	Planning and Housing	Gillian Greaves 01295 221654  Marianne North 01295 227946		Added Jul 08 Decision Sep 08 Delayed to Nov 08 Delayed to Feb 09
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 Delayed to Feb 09

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
<p>Consultation on draft PPS on Eco Towns</p> <p><i>To agree a response from the Council to the Government's consultation on the Planning policy Statement on Eco towns (and the Sustainability Appraisal that has been prepared).</i></p>		Planning and Housing	Philip Clarke 01295 221840		Added Nov 08 Decision Feb 09
<p>Service and Financial Planning</p> <p><i>Preparation for the 2009/10 service plans and budgets.</i></p>		Resources	Mike Carroll 01295 227959		Added Oct 08 Decision Feb 09
<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>		Planning and Housing	Linda Rand 01295 221845		Added Oct 08 Decision Feb 09
<p>Consultation and Engagement Strategy and the Duty to Involve</p> <p><i>To consider and adopt the council's strategy and approach to meeting the new duty.</i></p>		Community Planning	Claire Taylor 01295 221563		Added Dec 08 Decision Feb 09

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
Oxfordshire 2030 – A Sustainable Community Strategy for Oxfordshire  <i>To consider the Oxfordshire County Sustainable Community Strategy.</i>	The strategy has been subject to county wide consultation and both the Executive and the Cherwell Community Planning Partnership have provided formal responses.	Policy and Community Planning	Claire Taylor 01295 221563		Added Jan 09 Decision Feb 09
Consultation and Engagement Strategy and the Duty to Involve  <i>To consider and adopt the council's strategy and approach to meeting the new duty.</i>	The strategy has been subject to consultation through the Equality and Access to Services Panel (an external group) meeting in December.	Policy and Community Planning	Claire Taylor 01295 221563		Added Jan 09 Decision Feb 09

Likely date of decision: March 2009					
Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker	History
A sustainable community strategy for Cherwell  <i>A sustainable community strategy for Cherwell</i>		Community Planning	Claire Taylor 01295 221563		Added Dec 08 Decision Mar 09
Older Persons Housing Policy  <i>To consider and adopt and Older Persons Housing Strategy</i>		Planning and Housing	Gillian Greaves 01295 221654		Added Aug 08 Decision Oct 08 Delayed to Jan 09 Delayed to Mar 09

**Likely date of decision: March 2009**

<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>History</b>
<p>Integrated Parking Strategy , Residents Parking and Parking Enforcement</p> <p><i>To consider proposals on the above issues</i></p>		Urban and Rural Services	Chris Rothwell 01295 221712		Added Dec 08 Decision Mar 09
<p>Customer Services Strategy</p> <p><i>To consider a Customer Services Strategy for Cherwell District Council</i></p>		Customer Service and ICT	Pat Simpson 01295 227069		Added Dec 08 Decision Feb 09
<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>		Community, Health and Environment	Stuart Hemming 01295 227916		Added Sep 08 Decision Dec 08 Delayed to Jan 09 Delayed to Mar 09
<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 Delayed to Jan 09 Delayed to Mar 09
<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>		Resources  Policy and Community Planning	Helen Couperthwaite 01295 221751		Added Oct 08 Decision Jan 09 Delayed to Mar 09



**Likely date of decision: March 2009**

<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>History</b>
<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>		Planning and Housing	Linda Rand 01295 221845		Added Nov 08 Decision Mar 09
<p>A sustainable community strategy for Cherwell</p> <p><i>To consider an update regarding the progress of the new sustainable community strategy for Cherwell. To endorse the next steps of the project.</i></p>		Policy and Community Planning	Claire Taylor 01295 221563		Added Jan 09 Decision Mar 09

**Likely date of decision: April 2009**

<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>History</b>
<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>		Planning and Housing	Linda Rand 01295 221845		Added Nov 08 Decision Mar 09 Delayed Apr 09

**Likely date of decision: April 2009**

<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>History</b>
Information Management Strategy		Organisational Development and Improvement	Neil Lawrence		Added Jan 09 Decision April 09

**Likely date of decision: May 2009**

<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>History</b>