



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Forward Plan Summary

**May 2010 to August 2010**

# 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. Whilst this document provides details of the key decisions for the next four month period (set out on the front cover of this document), where details of key decisions to be made after this period are known they will be provided for information. 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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Likely date of decision: May 2010				
<p><b>Medium Term Financial Strategy Update</b> To consider an update to the Medium Term Financial Strategy.</p>		Portfolio Holder for Resources and Organisational Development	Karen Curtin Tel: 01295 221551	None.
<p><b>Bicester Market Square Environmental Improvements</b> To consider the final proposed design of Bicester Market Square.</p>	Three possible designs for the Square went out to public consultation for three weeks in November 2009. As a result of the feedback from this consultation the final design has been prepared and approved by the Steering Group for the project and submitted for the Executives' approval.	Portfolio Holder for Economic Development and Estates	Lisa Chaney Tel: 01295 221843	None.
<p><b>Air Quality</b> To consider the results of recent work testing air quality in parts of the District.</p>		Portfolio Holder for Environment, Recreation and Health	Ed Potter Tel: 01295 221902	None.
<p><b>Bicester Town Centre Parking</b> To consider proposals to change some car parking arrangements in the town centre in light of its redevelopment.</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
<p><b>Request for approval of funding for affordable housing schemes from CDC capital reserves</b></p> <p>This report seeks approval for funding to enable the development of affordable housing on a number of different schemes</p>		Portfolio Holder for Planning and Housing	Gillian Greaves, Fiona Brown Tel: 01295 221654, Tel: 01295 221659	Executive Report - Key Decision for Request for approval of funding for affordable housing schemes from CDC capital reserves
<p><b>Designation of a Conservation area in Mollington</b></p> <p>To consider the representations received following the publication of the Draft Conservation area Appraisal, public exhibition and public meeting to the contents of the draft appraisal and the proposed boundary.</p>	Mollington Parish Council, Residents of Mollington	Portfolio Holder for Planning and Housing	Linda Rand Tel: 01295 221845	Executive Report - Key Decision for Designation of a Conservation area in Mollington

**Likely date of decision: June 2010**

<p><b>HCA Single Conversation</b></p> <p>To consider the Local Investment Plan and Local Investment Agreement for Oxfordshire.</p>		Leader of the Council and Portfolio Holder for Policy and Community Planning	Mary Harpley Tel: 01295 221573	None.
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<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>
<p><b>Banbury Canalside Supplementary Planning Document</b> To consider the representations received to the Banbury Canalside Draft Supplementary Planning Document (SPD) and to seek endorsement of changes made to the draft SPD. To seek endorsement to adopt the SPD as informal planning policy for development control purposes.</p>	<p>All  Public consultation on Banbury Canalside Draft Supplementary Planning Document for 6 weeks.</p>	<p>Portfolio Holder for Planning and Housing</p>	<p>Chris Thom Tel: 01295 221849</p>	<p>Executive Report - Key Decision - Planning Housing and Economy for Banbury Canalside Supplementary Planning Document</p>
<p><b>Sports Centre Modernisation</b> To consider an end of project report and any outstanding matters.</p>		<p>Portfolio Holder for Environment, Recreation and Health</p>	<p>Paul Marston-Weston Tel: 01295 227095</p>	<p>None.</p>
<p><b>Economic Development Strategy Review</b> To consider the Economic Development Strategy for the District</p>		<p>Portfolio Holder for Economic Development and Estates</p>	<p>David Marriott Tel: 01295 221603</p>	<p>None.</p>
<p><b>Performance Management Framework 2009/10 End of Year Performance Report</b> This report covers the Council's performance for 2009/10 as measured through the Performance Management Framework.</p>	<p>No specific consultation on this report is required. However, it should be noted that several indicators are based on public consultation or customer feedback.</p>	<p>Portfolio Holder for Performance Management and Improvement</p>	<p>Claire Taylor Tel: 01295 221563</p>	<p>Executive Report - Key Decision for Performance Management Framework 2009/10 End of Year Performance Report</p>

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>2009/10 Revenue Outturn</b> A review of 2009/10 actual performance vs. budget		Portfolio Holder for Resources and Organisational Development	Karen Curtin Tel: 01295 221551	Executive Report - Key Decision for 2009/10 Revenue Outturn
<b>Banbury Cultural Quarter</b> To consider the Council's input to the elements which make up the Cultural Quarter.		Portfolio Holder for Environment, Recreation and Health	Ian Davies Tel: 01295 221698	None.
<b>Eco-town Update</b> To receive an update on the latest position with regard to the eco-town.		Portfolio Holder for Planning and Housing	John Hoad Tel: 01295 227980	None.
<b>Service Delivery Innovation</b> To consider service delivery innovation options available to the Council.		Portfolio Holder for Planning and Housing	John Hoad Tel: 01295 227980	None.
<b>Local Transport Plan 3 - consultation response</b> Report to consider the vision, objectives and priorities set out in the Local Transport Plan (LTP) and the Council's response to consultation		Councillor Michael Gibbard	Andy Bowe Tel: 01295 221842	Executive Report - Key Decision for Local Transport Plan 3 - consultation response
<b>Review of ICT Service Provision</b> To consider a review of ICT service provision.		Portfolio Holder for Customer Service and ICT (with special responsibility for tourism)	Pat Simpson Tel: 01295 227069	None.



Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>Civil Parking Enforcement and Banbury Residents' Parking</b> To consider progress on civil parking enforcement and Banbury residents' parking.		Portfolio Holder for Community Safety, Street Scene and Rural	Chris Rothwell Tel: 01295 221712	None.

Likely date of decision: July 2010				
<b>The Delivery of The Building of Strong and Cohesive Communities Strategy</b> To consider the Building of Strong and Cohesive Communities Action Plan.	Cohesion Working Group Equality Steering Group EQIA Panel	Leader of the Council and Portfolio Holder for Policy and Community Planning	Caroline French, Claire Taylor Tel: 01295 227928, Tel: 01295 221563	Executive Report - Key Decision for The Delivery of The Building of Strong and Cohesive Communities Strategy
<b>Environmental Improvements Grants</b> To consider the terms of reference of a scheme of grants aid to be administered with the aim of securing environmental improvements in selected conservation areas in the district, initially focusing on shop front improvements in Parsons Street and Market Square and also Grimsbury.	Banbury and Bicester Town Councils, Banbury and Bicester Chamber of Commerce, Banbury Civic Society, Bicester Historic Society.	Portfolio Holder for Planning and Housing	Linda Rand Tel: 01295 221845	Executive Report - Key Decision for Environmental Improvements Grants

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>Likely date of decision: August 2010</b>				
<p><b>Performance Management Framework 2010/11 First Quarter Performance Report</b> This report covers the Council's performance for the period 1 April to 30 June 2010 as measured through the Performance Management Framework.</p>	Not required.	Portfolio Holder for Performance Management and Improvement	Claire Taylor Tel: 01295 221563	Executive Report - Key Decision for Performance Management Framework 2010/11 First Quarter Performance Report
<b>Likely date of decision: November 2010</b>				
<p><b>Performance Management Framework 2010/11 Second Quarter Performance Report</b> This report covers the Council's performance for the period 1 July to 30 September 2010 as measured through the Performance Management Framework.</p>	No specific consultation on the report is required. However, it should be noted that several indicators are based on public consultation or customer feedback.	Portfolio Holder for Performance Management and Improvement	Claire Taylor Tel: 01295 221563	Executive Report - Key Decision for Performance Management Framework 2010/11 Second Quarter Performance Report

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<b>Likely date of decision: February 2011</b>				
<p><b>Performance Management Framework 2010/11 Third Quarter Performance Report</b>  This report covers the Council's performance for the period 1 October to 31 December 2010 as measured through the Performance Management Framework.</p>	<p>No specific consultation on this report is required. However, it should be noted that several indicators are based on public consultation or customer feedback.</p>	<p>Portfolio Holder for Performance Management and Improvement</p>	<p>Claire Taylor  Tel: 01295 221563</p>	<p>Executive Report - Key Decision for Performance Management Framework 2010/11 Third Quarter Performance Report</p>