



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Forward Plan Summary

June 2010 to September 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, 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).

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	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: June 2010				
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<p>HCA Single Conversation To consider the Local Investment Plan and Local Investment Agreement for Oxfordshire.</p>		<p>Leader of the Council and Portfolio Holder for Policy and Community Planning</p>	<p>Mary Harpley Tel: 01295 221573</p>	<p>None.</p>
<p>Representation on Outside Bodies To present proposals to improve the effectiveness of the support arrangements for member representation on outside bodies prior to the appointment of representatives for 2010/2011.</p>		<p>Portfolio Holder for Performance Management and Improvement</p>	<p>Catherine Phythian Tel: 01295 221583</p>	<p>None.</p>
<p>Petitions To consider the arrangements for submission of petitions to the Council in light of the Local Democracy, Economic Development and Construction Act 2009.</p>		<p>Leader of the Council and Portfolio Holder for Policy and Community Planning</p>	<p>James Doble Tel: 01295 221587</p>	<p>Executive Report - Key Decision for Petitions</p>
<p>Sports Centre Modernisation 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>

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

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
Review of ICT Service Provision 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.
Civil Parking Enforcement and Banbury Residents' Parking 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				
Bicester Town Centre development - compulsory purchase proposals To consider the need to use compulsory purchase powers to enable the Bicester town centre development to proceed	CDC planning policy N/A	Portfolio Holder for Economic Development and Estates	Liz Howlett, David Marriott Tel: 01295 221686, Tel: 01295 221603	Executive Report - Key Decision for Bicester Town Centre development - compulsory purchase proposals
Conservation Area Grants 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
Horton Hospital Future Service Provision To consider the outcome of the Better Healthcare Programme in Banbury		Portfolio Holder for Environment, Recreation and Health	Ian Davies Tel: 01295 221698	Executive Report - Key Decision for Horton Hospital Future Service Provision
Brighter Futures in Banbury To consider the progress made in the work to support local people in most need and the roles of the District Council		Portfolio Holder for Environment, Recreation and Health	Ian Davies Tel: 01295 221698	Executive Report - Key Decision for Brighter Futures in Banbury - Progress Update
Hardship Relief and Charitable Discretions Business Rates Policy To consider the Councils policies in relation to hardship relief and charitable discretions.		Councillor James Macnamara	Karen Curtin Tel: 01295 221551	Executive Report - Key Decision for Hardship Relief

Likely date of decision: August 2010

Performance Management Framework 2010/11 First Quarter Performance Report This report covers the Council's performance for the period 1 April to 30 June 2010 as measured through the Performance Management Framework.	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
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Likely date of decision: September 2010

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Economic Development Strategy Review To consider the Economic Development Strategy for the District</p>		Portfolio Holder for Economic Development and Estates	David Marriott Tel: 01295 221603	None.
<p>Banbury Canalside Supplementary Planning Document 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>	Portfolio Holder for Planning and Housing	Chris Thom Tel: 01295 221849	Executive Report - Key Decision - Planning Housing and Economy for Banbury Canalside Supplementary Planning Document
<p>The Delivery of The Building of Strong and Cohesive Communities Strategy To consider the Building of Strong and Cohesive Communities Action Plan.</p>	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

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Service & Financial Planning Process & Budget Guidelines</p> <p>To inform the Executive of the service and financial planning process for 2011/12 and to agree budget guidelines for issue to service managers to enable the production of the 2011/12 budget and update the Medium Term Financial Strategy for 2012/13 onwards.</p>		Councillor James Macnamara	Karen Curtin Tel: 01295 221551	Executive Report - Key Decision for Budget Guidelines

Likely date of decision: November 2010

<p>Air Quality</p> <p>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>Performance Management Framework 2010/11 Second Quarter Performance Report</p> <p>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

Likely date of decision: February 2011

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)	Documents submitted to decision-maker
<p>Performance Management Framework 2010/11 Third Quarter Performance Report 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>