



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Forward Plan Summary

February 2011 to May 2011

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.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>
Policy, Community Planning and Community Development	Councillor Wood
Resources and Communications	Councillor Macnamara
Breaking the Cycle of Deprivation	Councillor Clarke
Performance Management, Improvement and Organisational Development	Councillor Atack
Customer Service and ICT (with special responsibility for tourism)	Councillor Turner
Economic Development and Estates	Councillor Bolster
Planning and Housing	Councillor Gibbard
Environment, Recreation and Health	Councillor Reynolds
Community Safety, Street Scene and Rural	Councillor Morris
Democratic Services and Member Development	Councillor Miss Pickford

Cherwell District Council Forward Plan

Key decisions on which reports will be submitted to the Executive for consideration:

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
Likely date of decision: February 2011			
Localism Bill 2010: Opportunities for Cherwell To consider the Localism Bill 2010 and the opportunities for Cherwell.		Councillor Barry Wood, Leader of the Conservative Group	James Doble Tel: 01295 221587
Parking Order- Feedback from Order Notice To report any objections from the Parking Order Notice	Formal Order Notice published in local press	Councillor Nigel Morris	Chris Rothwell Tel: 01295 221712
Concessionary Travel and Community Transport Confirmation of service interim provision for concessionary travel in 2011/12, and future years. Identification of discretionary community transport future provision.	N/A	Portfolio Holder for Planning and Housing	Martyn Swann Tel: 01295 221743
Local Development Framework Submission Core Strategy Results To consider the Local Development Framework Submission Core Strategy results.		Portfolio Holder for Planning and Housing	Philip Clarke Tel: 01295 221840
Planning Policy for Wind Energy Development To seek final approval for an informal planning guidance document relating to wind energy development	Consultation was undertaken for 6 weeks on a draft version of this document, which was approved by Executive on 1 November. This report relates to the final document which will incorporate changes arising from the consultation. This report will be subject to an informal briefing with the Portfolio Holder.	Portfolio Holder for Planning and Housing	Philip Clarke, Amy Smart Tel: 01295 221840, Tel: 01295 221850
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.	No specific consultation on this report is required. However, it should be noted that several indicators are based on public consultation or customer feedback.	Portfolio Holder for Performance Management, Improvement and Organisational Development	Claire Taylor Tel: 01295 221563

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
Third Quarter Finance Monitoring Report 2010/11 To consider the third quarter finance monitoring report.		Portfolio Holder for Resources and Communication	Karen Curtin Tel: 01295 221551
Proposed Budget 2011/12 To consider the proposed 2011/12 budget, corporate improvement projects and corporate plan		Portfolio Holder for Resources and Communication	Karen Curtin Tel: 01295 221551
Draft Planning and Design Guidance: Subdivision of Buildings for Residential Uses The Council has become concerned at the number of planning applications submitted that propose to convert houses into flats and bedsit accommodation, where the proposed room dimensions would produce very cramped living conditions. This document represents a guide to advise applicants and agents of the required standards the Council seeks when subdividing buildings for residential uses.	A list of consultees is currently being compiled. The draft document will be sent out to internal and external consultees seeking comment. It is anticipated that the consultation will last for 4 weeks. The document will also be placed on the Council's website.	Portfolio Holder for Planning and Housing	Jonathan Kilner Tel: 01295 227092

Likely date of decision: March 2011			
Customer Service Value for Money Review and Customer Intelligence Project To consider the findings of the Value for Money review and the Customer Intelligence Improvement report, and the recommendations arising from these		Portfolio Holder for Customer Service and ICT (with special responsibility for tourism)	Neil Lawrence Tel: 01295 221801
Pensions Update Report To consider an update on pensions.		Portfolio Holder for Resources and Communication	Karen Curtin Tel: 01295 221551
Performance Management - Cherwell District Council's Approach From 2011/12 An overview of the Council's approach to performance management in the context of significant national policy change with regards to the national performance management regime.	The corporate plan is subject to consultation and many of the council's performance measures are based on public consultation	Portfolio Holder for Performance Management, Improvement and Organisational Development	Claire Taylor Tel: 01295 221563

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
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.	All Public consultation on Banbury Canalside Draft Supplementary Planning Document for 6 weeks.	Portfolio Holder for Planning and Housing	Chris Thom Tel: 01295 221849
Southwest Bicester Sports Village To confirm the tender.		Portfolio Holder for Environment, Recreation and Health and Deputy Leader	Paul Marston-Weston Tel: 01295 227095
Landscape Maintenance Contract To consider extending the landscape maintenance contract.		Portfolio Holder for Community Safety, Street Scene and Rural	Chris Rothwell Tel: 01295 221712
Treasury Management Strategy To agree the Treasury Management Strategy.		Portfolio Holder for Resources and Communication	Karen Curtin Tel: 01295 221551
High Speed Rail Link 2 (HS2) To consider and agree a consultation response to the HS2 proposals.		Portfolio Holder for Planning and Housing	Bob Duxbury Tel: 01295 221821

Likely date of decision: April 2011

Fuel Poverty Strategy To outline the Council's proposals and action plan for dealing with fuel poverty.	This will be detailed in the report.	Portfolio Holder for Planning and Housing	Tim Mills Tel: 01295 221655
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Likely date of decision: May 2011