



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Forward Plan Summary

**September 2011 to December 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](http://www.cherwell.gov.uk), using the link to Council meetings.

## 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.

For further information on the Forward Plan, please contact:

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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)).

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>Area of Responsibility</u></b>	<b><u>Description</u></b>	<b><u>Member</u></b>
Leader of the Council	Includes corporate strategy, human resources, partnerships, legal and democratic services	Councillor Wood
Deputy Leader of the Council	Includes communications, safer communities, urban and rural services	Councillor Reynolds
Lead Member for the Environment	Includes environmental services, health and recreation	Councillor Macnamara
Lead Member for Planning	Includes planning policy, development and building control	Councillor Gibbard
Lead Member for Housing	Includes housing benefit	Councillor Pickford
Lead Member for Customer Services	Includes ICT	Councillor Turner
Lead Member for Estates	Includes economic development	Councillor Bolster
Lead Member for Change	Includes performance management and improvement	Councillor Morris
Lead Member for Financial Management		Councillor Atack
Lead Member for Banbury Brighter Futures		Councillor Donaldson

## 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 Lead Member	Contact Officer(s)
<b>Likely date of decision: September 2011</b>			
<b>Woodgreen Leisure Centre - Service Procurement</b> To consider service procurement for Woodgreen Leisure Centre		Lead Member for Financial Management	Paul Marston-Weston Tel: 01295 227095
<b>Kidlington Pedestrianisation and Traffic Regulation Order</b> To consider a request for approval to make the new Order for Kidlington High Street	Councillors, the public, statutory consultees  Informal and formal consultation	Lead Member for Estates	Lisa Chaney Tel: 01295 221843
<b>Vehicle Parks Order</b> To deal with any objections arising from the Order Notice process	Formal Parking Order Notice process	Deputy Leader of the Council	Chris Rothwell Tel: 01295 221712
<b>Value for Money Review - Vehicle Maintenance</b> To consider the VFM review of vehicle maintenance		Lead Member for Change	Alison Davies Tel: 01295 221580
<b>Value For Money Review - Public Protection</b> To consider the VFM review of public protection		Lead Member for Change	Alison Davies Tel: 01295 221580
<b>Performance Management Framework - Quarter 1</b> To consider the PMF Quarter 1		Lead Member for Change	Claire Taylor Tel: 01295 221563
<b>Bicester Civic Buildings Project</b> To consider the Bicester civic buildings project		Lead Member for Estates	David Marriott Tel: 01295 221603
<b>Award of Contracts for the Design, Supply and Installation of Photovoltaic Panels to Six Commercial Buildings for Cherwell District Council</b> To consider tender for design, supply and installation of solar panels to six Council owned commercial properties to include Bodicote House, Thorpe Lane Depot, Spiceball Leisure Centre, Bicester Sports Centre, Kidlington and Gosford Sports Centre and Woodgreen Leisure Centre	David Wade, Chiko Wade, Sharon Bolton, Ken Fowler  Tender process through Procurement	Lead Member for Estates	David Marriott Tel: 01295 221603

<b>Subject for Decision</b>	<b>External Consultees/ method of consultation</b>	<b>Executive Portfolio</b>	<b>Contact Officer(s)</b>
<b>Cherwell Economic Development Strategy</b> To consider the revised new Economic Development Strategy for Cherwell District following public consultation.	LSP Board, LSP Management Group, public consultation with a wide range of stakeholders	Lead Member for Estates	Philip Clarke, Steven Newman Tel: 01295 221840, Tel: 01295 221860
<b>2011/12 Quarter 1 Finance Report</b> To consider the 2011/12 Quarter 1 Finance update		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>Medium Term Financial Strategy Update</b> To consider an update on the Medium Term Financial Strategy		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551

**Likely date of decision: October 2011**

<b>Bolton Road Area Supplementary Planning Document</b> To formally approve the draft Supplementary Planning Document for the Bolton Road area in Banbury, to go forward for public consultation	Key stakeholder workshops and full public consultation with questionnaire, exhibition and use of the consultation portal	Lead Member for Planning	Lisa Chaney Tel: 01295 221843
<b>Banbury Museum Trust Status</b> To consider Banbury Museum Trust Status		Lead Member for the Environment	Alison Davies Tel: 01295 221580
<b>National Affordable Homes Programme</b> To consider the outcome of the bidding to the Homes and Communities Agency and the implications for the Cherwell District		Lead Member for Housing	Fiona Brown Tel: 01295 221659
<b>Local Planning Fees</b> To consider local planning fees		Lead Member for Planning	John Hoad Tel: 01295 227980
<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.	All  Public consultation on Banbury Canalside Draft Supplementary Planning Document for 6 weeks.	Lead Member for Planning	Chris Thom Tel: 01295 221849

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
<b>Bicester Hospital</b> To consider an update on Bicester Hospital		Lead Member for the Environment	Ian Davies Tel: 01295 221698

**Likely date of decision: November 2011**

<b>Voluntary Sector Commissioning</b> To consider voluntary sector commissioning.		Lead Member for Housing	Helen Town Tel: 01295 227991
<b>2011/12 Quarter 2 Finance Report</b> To consider the 2011/12 Quarter 2 Finance report		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>Half Year Treasury Report</b> To consider the half year Treasury Report and recommend to Council		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551

**Likely date of decision: December 2011**

<b>2012/13 Draft 1 Revenue and Capital Budget</b> To consider the 2012/13 Draft 1 Revenue and Capital Budget		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
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**Likely date of decision: January 2012**

<b>Council Taxbase Assumptions</b> To consider Council Taxbase Assumptions		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>Review of Discretionary Policies</b> To consider a Review of Discretionary Policies		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551

**Likely date of decision: February 2012**

<b>2011/12 Quarter 3 Finance Report</b> To consider the 2011/12 Quarter 3 Finance Report		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>2012/13 Draft Revenue and Capital Budget</b> To consider the 2012/13 Draft Revenue and Capital Budget and recommend to Council for approval		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
<b>Council Tax Proposals</b> To consider Council Tax Proposals and recommend to Council for approval		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>Medium Term Financial Strategy</b> To consider the Medium Term Financial Strategy		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551
<b>Treasury Management Strategy</b> To consider the Treasury Management Strategy and recommend to Council		Lead Member for Financial Management	Karen Curtin Tel: 01295 221551