



DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Forward Plan Summary

**November 2011 to February 2012**

# 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:

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)).

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)
----------------------	--	-----------------------	--------------------

#### Likely date of decision: November 2011

<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>Voluntary Sector Commissioning</b> To consider voluntary sector commissioning.		Lead Member for Housing	Helen Town Tel: 01295 227991

#### Likely date of decision: December 2011

<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
<b>2011/12 Quarter 2 Performance Monitoring Report</b> To consider the 2011/12 Quarter 2 Performance Monitoring report		Lead Member for Change	Claire Taylor Tel: 01295 221563
<b>Community Led Housing</b> To consider the community land trust and development programme and the Affordable Homes programme		Lead Member for Housing	Helen Town Tel: 01295 227991
<b>Local Development Framework Annual Monitoring Report</b> The seek approval of the Local Development Framework's Annual Monitoring Report (AMR) for submission the Secretary of State for Communities and Local Government, and to present the district's current housing land supply position.	None.  Informal consultation with Lead Member for Planning.	Lead Member for Planning	Julie King Tel: 01295 221847
<b>Local Planning Fees</b> To consider local planning fees		Lead Member for Planning	Andy Preston Tel: 01327 322356

Subject for Decision	External Consultees/ method of consultation	Executive Portfolio	Contact Officer(s)
<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

**Likely date of decision: January 2012**

<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
<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
<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