



*Cherwell*

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Executive Forward Plan

Incorporating the Private Executive Meeting Notice and the Notice of  
Intention to make Key Decision

**July 2026 to October 2026**

Published on 12 June 2026

## **Executive Forward Plan and Notices required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

There is a legal requirement for local authorities to publish a notice setting out the key executive decisions that will be taken by the appropriate decision maker at least 28 clear days before such decisions are to be taken. This Executive Forward Plan incorporating the Notice of Intention to make Key Decision sets out the executive decisions (including key decisions and/or Executive sub-committees) which are intended to be taken at Cherwell District Council. Whilst this document provides details of known decisions for the following month, where details of decisions to be made after this period are known, they are provided for information.

The Plan also sets out where, if at all, it is anticipated that part of an Executive meeting will be held in private. This is where confidential or exempt information (as defined in the constitution) is likely to be made known. Notice is hereby given that it may be necessary for part of an Executive meeting to be held in private because it becomes apparent at the meeting that confidential or exempt information will otherwise be made known. Should this become apparent at the meeting the relevant part of the meeting will only be held in private upon the passing of a resolution which (where exempt information will be made known) describes the description of exempt information pursuant to Schedule 12A of the Local Government Act 1972.

The Executive Forward Plan will be updated and rolled forward on a monthly basis. As this takes place, the programme will be adjusted and further decisions will 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.

If a key decision is not included in the published Executive Forward Plan for 28 clear days before a decision needs to be taken the Chair of the Overview and Scrutiny Committee must be notified and a supplement to the Forward Plan published at least 5 clear days before the date on which the decision is proposed to be taken. If the date by which the decision has to be made makes compliance with this requirement impracticable the decision can only be made with the consent of the Chair of the Overview and Scrutiny Committee who must be satisfied that the making of the decision is urgent and cannot reasonably be deferred.

If it is necessary to discuss an issue in private and 28 days' notice has not been given the decision may only be taken or the item discussed in private with the agreement of the Chair of the Overview and Scrutiny Committee who must be satisfied that the need for the item to be taken to the meeting is urgent and cannot reasonably be deferred.

## 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 £250,000
  - 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 Chief Finance Officer 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.

In all cases the documents submitted to the decision maker to inform their decision shall be a report (available with the agenda 5 clear days before the meeting) and all documents submitted to the decision maker will be available at [www.cherwell.gov.uk](http://www.cherwell.gov.uk)

## **Cherwell District Council – Executive Members 2026/2027**

<b>Portfolio</b>	<b>Councillor</b>
<b>Leader - Strategic Leadership and Regeneration</b>	<b>Councillor Lesley McLean</b>
<b>Deputy Leader - Planning and Enforcement</b>	<b>Councillor Chris Brant</b>
<b>Portfolio Holder for Customer and Community Services</b>	<b>Councillor Nicola Borkmann</b>
<b>Portfolio Holder for Finance</b>	<b>Councillor David Hingley</b>
<b>Portfolio Holder for Law and Governance</b>	<b>Councillor Frank Ideh</b>
<b>Portfolio Holder for Housing and Greener Services</b>	<b>Councillor Ian Middleton</b>
<b>Portfolio Holder for Property and Assets</b>	<b>Councillor Rob Pattenden</b>
<b>Portfolio Holder for Neighbourhood Services</b>	<b>Councillor Alisa Russell</b>
<b>Portfolio Holder for Leisure</b>	<b>Councillor Lisa Smith</b>

**Dates of Executive Meetings 2026/2027 (all Monday at 4.30pm, unless indicated): 5.30pm on Tuesday 16 June 2026, 13 July 2026, 7 September 2026, 5 October 2026, 2 November 2026, 7 December 2026, 4 January 2027, 1 February 2027, 1 March 2027, 5 April 2027**

For further information on the Executive Forward Plan, please contact:  
Democratic and Elections Team,  
Cherwell District Council,  
39 Castle Quay,  
Banbury,  
Oxfordshire OX16 5FD  
E-mail: [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk)

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
<b>July 2026</b>							
<b>A New Arts Centre for Banbury</b> To present an initial business case for the delivery of a new arts centre	Executive	Yes	No	Portfolio Holder for Leisure	Nicola Riley Tel: 01295 221724	Executive report	Assistant Director Wellbeing and Housing, Executive Director Neighbourhood Services
<b>Purchase of Housing Accommodation</b> To seek necessary approvals and delegations to purchase housing with approved housing capital	Executive	Yes	No	Portfolio Holder for Housing and Greener Communities	Richard Smith Tel: 01295 221640	Executive report	Assistant Director Wellbeing and Housing, Executive Director Neighbourhood Services
<b>Local Authority Housing Fund Round 4</b> To seek approval for the expenditure of the capital grant received from the Local Authority Housing Fund (LAHF) Round 4	Executive	Yes	No	Portfolio Holder for Housing and Greener Communities	Richard Smith Tel: 01295 221640	Executive report	Assistant Director Wellbeing and Housing, Executive Director Neighbourhood Services

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
<p><b>Oxfordshire Infrastructure Strategy</b> To introduce the completed Oxfordshire Infrastructure Strategy following consideration by the <a href="#">Oxfordshire Leaders Joint Committee on 24 April 2026</a> and recommend its subsequent approval by the Executive</p>	Executive	No	No	.Leader - Strategic Leadership and Regeneration	Andy Bowe Tel: 01295 221842	Executive report	Executive Director Place & Regeneration
<p><b>Thames Valley Spatial Development Strategy (SDS) Development and Governance</b> Governance arrangements for the SDS</p>	Executive	No	No	Deputy Leader - Planning and Enforcement	David Peckford Tel: 01295 221624	Executive report	Executive Director Place & Regeneration
<p><b>Local Area Development Funds - Proposal for Allocation</b> A report requesting funding for projects agreed by Area Oversight Groups as local area priorities.</p>	Executive	Yes	No	.Leader - Strategic Leadership and Regeneration	Peter Sharp Tel: 01295 221990	Executive report	Executive Director Place & Regeneration

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
<p><b>Finance Monitoring Report May 2026</b> To report to Executive the council's forecast yearend financial position as at the end of the May 2026.</p>	Executive	Yes	There may be appendices exempt from publication by virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Finance	Leanne Lock Tel: 01295 221558	Executive report	Assistant Director Finance & S151 Officer
<p><b>Renewal of Lease at Castle Quay</b> Exempt report</p>	Executive	Yes	Y - By virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Property and Assets	Mona Walsh Tel: 01295 221602	Executive report	Assistant Director Property, Executive Director Place & Regeneration
<p><b>The Hill Youth and Community Centre - Lease to The Hill Banbury CIC</b> Exempt report</p>	Executive	No	Y - By virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Property and Assets	Mona Walsh Tel: 01295 221602	Executive report	Assistant Director Property, Executive Director Place & Regeneration

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
Property Redevelopment Options in Banbury	Executive	Yes	Y - By virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	.Leader - Strategic Leadership and Regeneration, Portfolio Holder for Property and Assets	Ian Boll, Tom Dobrashian, Mona Walsh Tel: 01295 221628, Tel: 01295 221530, Tel: 01295 221602	Executive report	Assistant Director Property, Executive Director Place & Regeneration
<b>Cherwell Futures Customer Front Door Programme – Final Business Case</b> Exempt report	Executive	Yes	Y - by virtue pf paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Customer and Community Services	Ann Slavin Tel: 07902 978905	Executive report	Executive Director Resources
<b>August 2026</b>							
No Executive meeting in August							
<b>September 2026</b>							
<b>Additional Temporary Accommodation Purchases</b> To seek approval to add additional funds to the capital budget for purchases of property for temporary accommodation.	Executive	Yes	No	Portfolio Holder for Housing and Greener Communities	Richard Smith Tel: 01295 221640	Executive report	Assistant Director Wellbeing and Housing

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
<p><b>Finance, Performance and Risk Monitoring Report Quarter 1 2026-2027</b> To report to Executive the council's forecast year-end financial, performance and risk position as of the end of Quarter 1 2026/27</p>	Executive	Yes	There may be appendices exempt from publication by virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	.Leader - Strategic Leadership and Regeneration, Portfolio Holder for Finance	Leanne Lock, Celia Prado-Teeling Tel: 01295 221558, Tel: 01295 221556	Executive report	Assistant Director Finance & S151 Officer, Head of Chief Executive's Office
<p><b>CDC Utility Procurement &amp; Management Report</b> Exempt report</p>	Executive	Yes	Yes - By virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Property and Assets	Mona Walsh Tel: 01295 221602	Executive report	Assistant Director Property, Executive Director Place & Regeneration
<p><b>Cherwell Futures Environmental Services Operational Improvement Programme – Final Business Case</b> Exempt report</p>	Executive	Yes	Y - by virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Neighbourhood Services	Ann Slavin Tel: 07902 978905	Executive report	Executive Director Neighbourhood Services

Item to be Considered	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private (Yes/No)	Portfolio Holder	Contact Officer	Documents to be Submitted to decision maker	Director
<b>Cherwell Futures Digital Planning Improvement Programme - Final Business Case</b> Exempt report	Executive	Yes	Y - By virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Deputy Leader - Planning and Enforcement	Ann Slavin, Richard Rollins Tel: 07902 978905, Tel: 01295 227957	Executive report	Executive Director Place & Regeneration
<b>October 2026</b>							
<b>Finance Monitoring Report August 2026</b> To report to Executive the council's forecast yearend financial position as at the end of the August 2026	Executive	Yes	There may be appendices exempt from publication by virtue of paragraph 3 of Schedule 12A of Local Government Act 1972	Portfolio Holder for Finance	Leanne Lock Tel: 01295 221558	Executive report	Assistant Director Finance & S151 Officer