

# Forward Plan

## October 2011 - January 2012

**Keith R Mitchell CBE**

Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 16 September 2011*

Working for you



**OXFORDSHIRE  
COUNTY COUNCIL**

[www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk)



## The Cabinet's Forward Plan: Introduction

This Forward Plan outlines the decisions which are expected to be made over the coming four-month period by or on behalf of the County Council's Cabinet.

The Plan is arranged according to the responsibility areas of the various members of the Cabinet. (The members and their portfolios are listed in the table on the next page.) Each entry briefly describes the subject and scope of the decision; indicates the "target date" on which the decision is expected to be taken and by whom (eg whether the full Cabinet or an individual Cabinet Member); what documents (normally a report by an officer) are expected to be considered; and contact details for the officer(s) dealing with the matter.

Where consultation is being carried out prior to the decision being taken, the principal consultees are specified. The method of consultation will normally be by letter or – where the views of the wider public are to be sought – by press coverage, supplemented by local notices if the decision affects a particular area. Other methods, such as exhibitions, opinion surveys, community forums etc, may be used to supplement these.

The lists include any "key decisions" - those which are "significant" under the terms of government regulations. In general, a key decision may not be taken unless notice of it has been included in the Forward Plan. However, the Council has decided that Oxfordshire's Forward Plan should include all those matters which are expected to come before the Cabinet in the period of the Plan, whether or not they may give rise to key decisions.

If any key decisions are expected to be taken by officers within the Plan period under powers delegated by the Cabinet, these are included in the Plan. A timetable for all the decisions listed in the Plan appears in an Annex at the end of the Plan.

Further information about the decision making process (including key decisions) can be found in the Council's Constitution. This can be inspected at County Hall or online<sup>1</sup>.

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online<sup>2</sup>. Copies can be supplied on request, at a charge to cover copying costs.

### Making Representations about Forward Plan Items

Anyone who wishes to make representations about a particular matter listed in the Plan should send their comments so as to reach the County Council at least a week before it is due to be considered. Comments should be either:

- posted to "Forward Plan", Law & Governance, Chief Executive's Office, County Hall, Oxford OX1 1ND or
- delivered in person to the same address or
- e-mailed to [forward.plan@oxfordshire.gov.uk](mailto:forward.plan@oxfordshire.gov.uk).

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the working day before the matter is due to be considered. A form is available from Democratic Support Team, Law & Governance, (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

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<sup>1</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Local government in Oxfordshire > Your county council > The Council's Constitution

<sup>2</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Meetings and decision making > Meetings > Agendas, Minutes & Reports

<sup>3</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Meetings and decision making > Meetings > Get involved in council meetings

## Members of the Cabinet

<b>Cabinet Member</b>	<b>Main Areas of Responsibility</b>
<p><i>Leader of the Council</i> Councillor Keith R Mitchell CBE</p>	<p>Corporate and community leadership; corporate strategies; Strategic communications; Oxfordshire Partnership; regional issues; council business management; Oxford City liaison and Oxford City Local Strategic Partnership</p>
<p><i>Deputy Leader of the Council</i> Councillor David Robertson</p>	<p>Economic development and tourism; skills (strategic approach including adult learning); governance; performance including the Public Service Board and Local Area Agreement; Local Enterprise Partnership; Law &amp; Governance; members' services; HR; ICT; policy &amp; partnerships unit; change programme; West Oxfordshire District Council liaison and West Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Adult Services</i> Councillor Arash Fatemian</p>	<p>Adult social services and health issues</p>
<p><i>Cabinet Member for Children, Education &amp; Families</i> Councillor Louise Chapman</p>	<p>Children's Services – lead member for Children, Education &amp; Families including educational policy; services for children, young people and families; preventative services; child protection; family support; youth service; youth justice and breaking the cycle of deprivation</p>
<p><i>Cabinet Member for Finance &amp; Property</i> Councillor Jim Couchman</p>	<p>Finance; property and procurement</p>
<p><i>Cabinet Member for Growth &amp; Infrastructure</i> Councillor Lorraine Lindsay-Gale</p>	<p>Strategic planning within Oxfordshire; minerals strategy; waste management; environmental management; flooding – Planning Authority/planning policy role; clean and green; climate change; archaeology; South Oxfordshire District Council liaison and South Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Police &amp; Policy Co-ordination</i> Councillor Kieron Mallon</p>	<p>Police issues; community safety, anti-social behaviour, crime and the fear of crime; and Council policy co-ordination breaking the cycle of deprivation; drugs and alcohol awareness; community cohesion; equalities and social inclusion; voluntary and community sector; Cherwell District Council liaison and Cherwell Local Strategic Partnership</p>
<p><i>Cabinet Member for Safer &amp; Stronger Communities</i> Councillor Mrs J. Heathcoat</p>	<p>Fire and rescue; consumer protection (Trading Standards); emergency planning; coroner's service; gypsies and travellers; adult learning (oversight of the adult learning service); libraries; museums and heritage; the arts; archives; leisure and recreation; registration service, Vale of White Horse District Council liaison and Vale of White Horse Local Strategic Partnership</p>
<p><i>Cabinet Member for Schools Improvement</i> Councillor Melinda Tilley</p>	<p>Primary &amp; secondary schools; special schools; pupil services; school transport; music services</p>
<p><i>Cabinet Member for Transport</i> Councillor Rodney Rose</p>	<p>Strategic transport planning; implementation of schemes for transport; highways; traffic and parking; flooding – lead local Flood Authority role and engineering/technical matters; road safety; public passenger transport and access to the countryside</p>

# The Forward Plan

## ***CABINET MEMBER: LEADER OF THE COUNCIL***

### **Delegated Powers of the Chief Executive - October 2011**

To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution - Paragraph 1(A)(c)(i). Item not for scrutiny call in.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Head of Law & Governance

*Contact:* Sue Whitehead, Committee Services Manager Tel: (01865) 810262

*Ref:* 2011/071

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### **Draft Corporate Plan 2012/13**

To seek agreement to the content of the next corporate plan.

*Decision Maker and Target Date:* Cabinet, 17 January 2012

*Consultations:* We will consult partner organisations as appropriate.

*Report By:* Head of Strategy & Communications

*Contact:* Maggie Scott, Corporate Policy Manager Tel: (01865) 816081

*Ref:* 2011/156

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### **Delegated Powers of the Chief Executive - January 2012**

To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.

*Decision Maker and Target Date:* Cabinet, 17 January 2012

*Consultations:* N/A

*Report By:* Head of Law & Governance

*Contact:* Sue Whitehead, Committee Services Manager Tel: (01865) 810262

*Ref:* 2011/157

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**CABINET MEMBER: DEPUTY LEADER OF THE COUNCIL**

**Independent Admission Appeals - Panel Member Arrangements**

To review the arrangements for Panel Members including expenses.

*Decision Maker and Target Date: Cabinet, 18 October 2011*

*Consultations: Panel members*

*Report By: County Solicitor & Monitoring Officer*

*Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262*

*Ref: 2011/086*

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**Services to Third Parties, including Academies**

To consider approval to provide services to third parties including academies.

*Decision Maker and Target Date: Deputy Leader, 18 October 2011*

*Consultations: N/A*

*Report By: Director for Environment & Economy*

*Contact: Paul Gerrish, Interim Deputy Director - Oxfordshire Customer Services Tel: (01865) 797228*

*Ref: 2011/171*

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**Establishment Review - November 2011**

Quarterly staffing report, with analysis of main changes since the previous report and including a progress report on the Establishment Review.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: N/A*

*Report By: Head of Human Resources*

*Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*

*Ref: 2011/130*

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**Performance Management 2nd Quarter Progress Report Against Priorities and Targets**

Quarterly Performance Monitoring report.

*Decision Maker and Target Date: Cabinet, 20 December 2011*

*Consultations: N/A*

*Report By: County Council Management Team*

*Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384*

*Ref: 2011/143*

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## **CABINET MEMBER: ADULT SERVICES**

### **Learning Disability - Supported Living and Daytime Support Services**

To seek final approval to outsource the Learning Disability Supported Living and Daytime Support Services.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* Consultation will be completed 15 September. All staff, service users, their families and carers impacted by the proposals have been proceeded with full details of the proposed outsourcing and invited to submit their view. 10 local meetings with managers and staff mid-July to early September 4 meetings with Service Users and Carers, 22 August to 15 September.

*Report By:* Director for Social & Community Services

*Contact:* John Jackson, Director of Social & Community Services Tel: (01865) 323572 Ref: 2011/165

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### **Development in the Oxfordshire Care Partnership Agreement**

To seek approval to the principles for developing the Partnership Agreement with the Oxfordshire Care Partnership and specific service developments to achieve service and financial objectives of the Council and the Oxfordshire Care Partnership.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Laurence Dowden, Service Manager, Major Projects Tel: (01865) 323685 Ref: 2010/216

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### **A Revised Policy for Transport Eligibility within Adult Services**

To consider an in principle agreement to a revised policy to support the eligibility criteria for the provision of transport within adult services and seek authority to proceed with a 3-month public consultation on the revised policy.

*Decision Maker and Target Date:* Cabinet, 15 November 2011

*Consultations:* Public consultation (including existing service users) on the revised policy and supported draft SCIA.

*Report By:* Head of Strategy & Transformation

*Contact:* Simon Kearey, Head of Strategy & Transformation Tel: (01865) 323571 Ref: 2011/140

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## **Joint Strategic Commissioning Arrangements with NHS Buckinghamshire and Oxfordshire Cluster PCT**

To seek approval for the renewal and potential expansion of the following s75 (NHS Act 2006) partnership arrangements between the Council and the PCT.

- Mental Health (to include targeted child and adolescent mental health services)
- Learning Disability
- Older People
- Physical Disabilities

**Joint Responsibility:** Cabinet Members for Adult Services and Children, Education & Families.

*Decision Maker and Target Date:* Cabinet, 15 November 2011

*Consultations:* Consultation undertaken to meet the requirements of NHS Bodies and Local Authorities Partnership Arrangements Regulations 2000 – Regulation 4(2).

*Report By:* Director for Children, Education & Families, Director for Social & Community Services

*Contact:* Sara Livadeas, Deputy Director of Joint Commissioning Tel: (01865) 323968 Ref: 2011/167

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## **CABINET MEMBER: ADULT SERVICES (SUPPORTING PEOPLE COMMISSIONING BODY)**

Nil

## **CABINET MEMBER: CHILDREN, EDUCATION & FAMILIES**

### **Chill Out Fund 2011/12 - October 2011**

To consider applications received (if any) from the Chill Out Fund.

*Decision Maker and Target Date:* Cabinet Member for Children, Education & Families, 4 October 2011

*Consultations:* N/A

*Report By:* Area Service Manager - Youth (Central)

*Contact:* Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649 Ref: 2011/110

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## **Progress Report on CLA and Leaving Care**

To note progress and issues in relation to the Children and Young People in the Council's care.

*Decision Maker and Target Date: Cabinet, 18 October 2011*

*Consultations: Children in Care, Council and Corporate Parenting Panel*

*Report By: Director for Children, Education & Families*

*Contact: Fran Fonseca, Strategic Lead CLA Tel: (01865) 323098*

*Ref: 2011/112*

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## **Chill Out Fund 2011/12 - November 2011**

To consider applications received (if any) from the Chill Out Fund.

*Decision Maker and Target Date: Cabinet Member for Children, Education & Families, 2 November 2011*

*Consultations: N/A*

*Report By: Area Service Manager - Youth (Central)*

*Contact: Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

*Ref: 2011/127*

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## **Chill Out Fund 2011/12 - December 2011**

To consider applications received (if any) from the Chill Out Fund.

*Decision Maker and Target Date: Cabinet Member for Children, Education & Families, 6 December 2011*

*Consultations: N/A*

*Report By: Area Service Manager - Youth (Central)*

*Contact: Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

*Ref: 2011/144*

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## **Chill Out Fund 2011/12 - January 2012**

To consider applications received (if any) from the Chill Out Fund.

*Decision Maker and Target Date: Cabinet Member for Children, Education & Families, 10 January 2012*

*Consultations: N/A*

*Report By: Area Service Manager - Youth (Central)*

*Contact: Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

*Ref: 2011/158*

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## **Amendments Required in Fair Funding Formula for Schools from 1 April 2012**

To seek approval of the proposed changes to the Fair Funding Formula for Oxfordshire's schools from 1 April 2012.

**Joint Responsibility:** Cabinet Members for Children, Education & Families and Schools Improvement.

*Decision Maker and Target Date:* Cabinet, 17 January 2012

*Consultations:* Formal consultation with schools (Headteachers, Staff and Governors) from 1 November 2011 to 31 December 2011. Online and paper.

*Report By:* Director for Children, Education & Families

*Contact:* Simon Pickard, Finance Business Partner CYP&F Tel: (01865) 797512 Ref: 2011/166

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## **CABINET MEMBER: FINANCE & PROPERTY**

### **2011/12 Financial Monitoring & Business Strategy Delivery Report - August 2011**

Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Assistant Chief Executive & Chief Finance Officer

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981 Ref: 2011/111

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### **Property & Facilities Procurement - Scope of Contract**

To decide on inclusion of Quest Cleaning Services and/or Food with Thought in the scope of the contract.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Deputy Director of Environment & Economy - Growth & Infrastructure

*Contact:* Roger Dyson, Project Manager Tel: (01865) 815665 Ref: 2011/114

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## **Local Government Resource Review - Response**

To agree the County Council's response to the Local Government Resource Review.

*Decision Maker and Target Date: Cabinet, 18 October 2011*

*Consultations: N/A*

*Report By: Deputy Director of Environment & Economy - Growth & Infrastructure,  
Acting Head of Corporate Finance*

*Contact: Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971  
Ref: 2011/168*

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## **2011/12 Financial Monitoring & Business Strategy Delivery Report - September 2011**

Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: N/A*

*Report By: Assistant Chief Executive & Chief Finance Officer*

*Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981  
Ref: 2011/128*

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## **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - November 2011**

To provide an update to the service and resource planning process for 2012/13 – 2016/17, including implications of the comprehensive spending review.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: N/A*

*Report By: Assistant Chief Executive & Chief Finance Officer*

*Contact: Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971  
Ref: 2011/129*

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## **Treasury Management Mid Term Review**

To provide a mid term review of Treasury Management activity in 2011/12 in accordance with the CIPFA code of practice.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: N/A*

*Report By: Assistant Chief Executive & Chief Finance Officer*

*Contact: Matthew Barlow, Financial Manager - Treasury Management Tel:  
(01865) 323988 Ref: 2011/133*

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## **Approval of Contract Award Decision for Property Asset Management (PAM) Procurement of External Services Project**

To seek approval of the Contract Award decision made by the Project Board for the PAM Procurement of External Services.

*Decision Maker and Target Date:* Cabinet, 20 December 2011

*Consultations:* N/A

*Report By:* Deputy Director of Environment & Economy - Growth & Infrastructure

*Contact:* Roger Dyson, Project Manager Tel: (01865) 815665, Romina Peddis, Project Co-ordinator Tel: (01865) 815714 Ref: 2011/031

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## **2011/12 Financial Monitoring & Business Strategy Delivery Report - October 2011**

Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads.

*Decision Maker and Target Date:* Cabinet, 20 December 2011

*Consultations:* N/A

*Report By:* Assistant Chief Executive & Chief Finance Officer

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981 Ref: 2011/141

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## **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - December 2011**

To provide an update to the service and resource planning process for 2012/13 – 2016/17, including the review of charges.

*Decision Maker and Target Date:* Cabinet, 20 December 2011

*Consultations:* N/A

*Report By:* Assistant Chief Executive & Chief Finance Officer

*Contact:* Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971 Ref: 2011/142

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## **2011/12 Financial Monitoring & Business Strategy Delivery Report - November 2011**

Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads.

*Decision Maker and Target Date:* Cabinet, 17 January 2012

*Consultations:* N/A

*Report By:* Assistant Chief Executive & Chief Finance Officer

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981 Ref: 2011/153

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## **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - January 2012**

To provide background and context to the service and resource planning process for 2012/13 – 2016/17.

*Decision Maker and Target Date: Cabinet, 17 January 2012*

*Consultations: N/A*

*Report By: Assistant Chief Executive & Chief Finance Officer*

*Contact: Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971*

*Ref: 2011/154*

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## **CABINET MEMBER: GROWTH & INFRASTRUCTURE**

### **Developer Contributions to Service Infrastructure**

To consider a summary of developer contributions secured to County service infrastructure through the planning process for 2010/11 and the amounts negotiated, received and spent throughout the year.

*Decision Maker and Target Date: Cabinet, 18 October 2011*

*Consultations: Responding to Government consultation.*

*Report By: Deputy Director of Environment & Economy - Growth & Infrastructure*

*Contact: Howard Cox, Team Leader - Developer Funding Tel: (01865) 810436*

*Ref: 2011/048*

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### **National Planning Policy Framework - Response**

To agree the County Council's response to the Government's National Planning Policy Framework consultation.

*Decision Maker and Target Date: Cabinet, 18 October 2011*

*Consultations: N/A*

*Report By: Deputy Director of Environment & Economy - Growth & Infrastructure*

*Contact: Martin Tugwell, Deputy Director of Environment & Economy - Growth & Infrastructure Tel: (01865) 815113*

*Ref: 2011/169*

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## **Oxfordshire Minerals and Waste Development Framework - Annual Monitoring Report 2011**

To consider the Minerals and Waste Annual Monitoring Report 2010 for publication and submission to the Secretary of State.

*Decision Maker and Target Date:* Cabinet Member for Growth & Infrastructure,  
16 November 2011

*Consultations:* N/A

*Report By:* Deputy Director of Environment & Economy - Growth & Infrastructure

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865)  
815544 Ref: 2011/132

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## **CABINET MEMBER: POLICE & POLICY CO-ORDINATION**

### **Big Society Fund - October 2011**

To consider bids to the Big Society Fund from the second wave of applications and agree which bids to award funding. Bids may also include applications for asset transfer.

**Joint Responsibility:** Cabinet Members for Police & Policy Co-ordination and Safer & Stronger Communities.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Head of Strategy & Communications

*Contact:* Alexandra Bailey, Corporate Performance and Review Manager Tel:  
(01865) 816384, Claire Phillips, Partnership Officer Tel: (01865)  
323967 Ref: 2011/139

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### **Big Society Active Communities Grants**

To consider applications received before 30 August 2011.

*Decision Maker and Target Date:* Cabinet Member for Police & Policy  
Coordination, 18 October 2011

*Consultations:* N/A

*Report By:* Head of Strategy & Communications

*Contact:* Maggie Scott, Corporate Policy Manager Tel: (01865) 816081

Ref: 2011/148

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## **Community Safety Partnership Strategies**

To note the view from members, and the Safer & Stronger Communities Scrutiny Committee in particular, and to consider recommending the Council to approve the Community Safety Strategies for Oxfordshire.

*Decision Maker and Target Date:* Cabinet, 18 October 2011

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Ruth Whyte, Safer Communities Manager Tel: (01865) 815396

*Ref:* 2011/150

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## **CABINET MEMBER: SAFER & STRONGER COMMUNITIES**

### **Integrated Risk Management Action Plan (IRMP) Fire & Rescue - Draft**

That the Cabinet Member:

- (a) (subject to any amendments which the Cabinet Member for Safer & Stronger Communities may consider appropriate) approves the proposed projects to be included in the Draft IRMP Action Plan 2012-13 for 'risk analysis' and consultation as outlined in the report;
- (b) to ask the Chief Fire Officer to report the outcome of consultation, with any recommendations for amendment, to the Cabinet Member for Safer & Stronger Communities in February 2012, with a view to formal adoption of the Action Plan for implementation from April 2012.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger Communities, 17 October 2011

*Consultations:* N/A

*Report By:* Chief Fire Officer

*Contact:* David Etheridge, Chief Fire Officer Tel: (01865) 855206, Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206

*Ref:* 2011/113

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## **Prioritisation of Consumer Complaints to the Trading Standards Service**

To consider formally adopting a draft policy on the Trading Standards response to consumer complaints.

*Decision Maker and Target Date: Cabinet Member for Safer & Stronger Communities, 17 October 2011*

*Consultations: N/A*

*Report By: Director for Social & Community Services*

*Contact: Richard Webb, Acting Head of Trading Standards Tel: (01865) 815791 Ref: 2011/146*

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## **Response Standards Report**

To:

- (a) note the contents of the report regarding the response standards for 2010/11; and
- (b) request the Chief Fire Officer to report back to the Cabinet Member for Safer & Stronger Communities on the response standards for 2011/12.

*Decision Maker and Target Date: Cabinet Member for Safer & Stronger Communities, 7 November 2011*

*Consultations: N/A*

*Report By: Chief Fire Officer*

*Contact: Nigel Wilson, Assistant Chief Fire Officer Tel: (01865) 855206 Ref: 2011/131*

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## **CABINET MEMBER: SCHOOLS IMPROVEMENT**

### **Woodstock Primary School**

If no objections to the statutory proposal are received, to decide whether to expand Woodstock Primary School.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 2 November 2011*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/119*

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### **Cotteslowe Primary School**

If no objections to the statutory proposal are received, to decide whether to expand Cotteslowe Primary School.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 2 November 2011*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/121*

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### **St Christopher's Primary School**

If no objections to the statutory proposal are received, to decide whether to expand St Christopher's Primary School, Cowley.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 2 November 2011*

*Consultations: Full statutory and informal consultations.*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/073*

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### **St Christopher's Primary School**

If objections to the statutory proposal are received, to consider representations and decide whether to expand St Christopher's Primary School, Cowley.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: Full statutory and informal consultations.*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/072*

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### **Woodstock Primary School**

If objections to the statutory proposal are received, to consider representations and decide whether to expand Woodstock Primary School.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/118*

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### **Cotteslowe Primary School**

If objections to the statutory proposal are received, to consider representations and decide whether to expand Cotteslowe Primary School.

*Decision Maker and Target Date: Cabinet, 15 November 2011*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/120*

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### **Extension of Age Range at Woodeaton Manor School**

If no objections to the public consultation are received to decide whether to issue a statutory notice to extend the age range of Woodeaton Manor School.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 6 December 2011*

*Consultations: Full statutory and informal consultation.*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/161*

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### **Extension of Age Range at Woodeaton Manor School**

If objections to the public consultation are received, to decide whether to issue a statutory notice to extend the age range of Woodeaton Manor School.

*Decision Maker and Target Date: Cabinet, 20 December 2011*

*Consultations: Full statutory and informal consultations.*

*Report By: Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/162*

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### **St Edburgs CE Aided Primary School**

If no objections to the statutory proposal are received, to decide whether to extend the age range of, and expand onto a new site, St Edburgs CE Aided Primary School, Bicester.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 10 January 2012*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447 Ref: 2011/134*

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### **St Edburgs CE Aided Primary School**

If objections to the statutory proposal are received, to consider representations and decide whether to extend the age range of, and expand onto a new site, St Edburgs CE Aided Primary School, Bicester.

*Decision Maker and Target Date: Cabinet, 17 January 2012*

*Consultations: Full statutory and informal consultations*

*Report By: Director for Children, Education & Families*

*Contact: Allyson Milward, Service Manager - School Organisation and Planning  
Tel: (01865) 816447*

*Ref: 2011/135*

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### **CABINET MEMBER: TRANSPORT**

#### **Replacement of Commercial Bus Services**

To consider new contracts for subsidised bus services.

*Decision Maker and Target Date: Cabinet Member for Transport, 6 October 2011*

*Consultations: Parishes and Local Members*

*Report By: Deputy Director of Environment & Economy - Highways & Transport*

*Contact: Allan Field, Bus Services Manager Tel: (01865) 815826*

*Ref: 2011/123*

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#### **Proposed New Disabled Persons Parking Places - Oxford City and Cherwell**

To seek approval for the proposal to change existing bays and removal of bays no longer needed.

*Decision Maker and Target Date: Cabinet Member for Transport, 6 October 2011*

*Consultations: 28/07/11-20/08/11 Deposit documents at County Hall, libraries. Letters to formal Consultees, local residents. Notices on street and in the Oxford Times.*

*Report By: Deputy Director of Environment & Economy - Highways & Transport*

*Contact: Mike Ruse, Traffic Regulation Officer Tel: (01865) 815978*

*Ref: 2011/159*

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## **Review of Funding Support for Parish-Organised Local Dial-a-Ride Service in South Oxfordshire (Swyncombe Lifeline)**

To continue County Council funding support for Swyncombe Lifeline service for further period until June 2013.

*Decision Maker and Target Date:* Cabinet Member for Transport, 17 November 2011

*Consultations:* With affected parishes in catchment area of service, appropriate County Councillors, Oxfordshire. Unlimited

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585  
Ref: 2011/152

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## **Proposed 24hr No Waiting at Any Time Restrictions - Various Junctions, Oxford**

To seek approval for the proposal to introduce restrictions on the junctions of Arnold Road, Freeland's Road, and Swinburne Road with Donnington Bridge Road, Oxford, to improve road safety.

*Decision Maker and Target Date:* Cabinet Member for Transport, 17 November 2011

*Consultations:* 18/08/11 - 09/09/11 Deposit documents at County Hall. Letters to formal Consultees, local residents. Notices on street and in the Oxford Times.

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Mike Ruse, Traffic Regulation Officer Tel: (01865) 815978

Ref: 2011/160

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## **B4016 Blewbury - Speed Limits**

To consider approval of proposed changes to speed limits arising from new housing development.

*Decision Maker and Target Date:* Cabinet Member for Transport, 17 November 2011

*Consultations:* Statutory consultation period 8/9/11 to 30/9/11

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Anthony Kirkwood, Assistant Principal Engineer Tel: (01865) 815704

Ref: 2011/170

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### **Renewal of Real Time Information (RTI) System Contract**

To seek approval for RTI contract award, to commence 31 March 2012. Recommendations to be presented to Cabinet following OJEU tender.

*Decision Maker and Target Date:* Cabinet, 20 December 2011

*Consultations:* Consultations undertaken with partner bus operators.

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Chris Spry, Senior Transport Planner Tel: (01865) 815711

*Ref:* 2011/145

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### **Higham Way, Banbury - Road Adoption**

To seek approval regarding adoption/land transfer of Higham Way and the traffic management scheme.

*Decision Maker and Target Date:* Cabinet Member for Transport, 5 January 2012

*Consultations:* Consultation currently underway. Results to be included in this report.

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Melissa Goodacre, Senior Transport Planner Tel: (01865) 810474

*Ref:* 2011/004

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### **Dial-a-Ride Provision in Oxfordshire**

To establish a new in-house Dial-a-Ride public transport provision for Oxfordshire to replace the current Octabus and Cherwell Dial-a-Ride services, OR, to award a contract for an Oxfordshire Dial-a-Ride service to replace existing arrangements from 1 April 2012.

*Decision Maker and Target Date:* Cabinet Member for Transport, 5 January 2012

*Consultations:* All Oxfordshire parish councils, City & District councils, County Councillors, existing Dial-a-Ride scheme users, organisations representing people with disabilities and mobility impairments in Oxfordshire

*Report By:* Deputy Director of Environment & Economy - Highways & Transport

*Contact:* Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585

*Ref:* 2011/151

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## Timetable for Decisions listed in this Plan

*For further details of the decisions see the corresponding item and reference number in the main part of the Plan.*

### Cabinet - 18 October 2011

- **Delegated Powers of the Chief Executive - October 2011** 2011/071  
*Sue Whitehead, Committee Services Manager Tel: (01865) 810262*
- **Independent Admission Appeals - Panel Member Arrangements** 2011/086  
*Sue Whitehead, Committee Services Manager Tel: (01865) 810262*
- **Learning Disability - Supported Living and Daytime Support Services** 2011/165  
*John Jackson, Director of Social & Community Services Tel: (01865) 323572*
- **Development in the Oxfordshire Care Partnership Agreement** 2010/216  
*Laurence Dowden, Service Manager, Major Projects Tel: (01865) 323685*
- **Progress Report on CLA and Leaving Care** 2011/112  
*Fran Fonseca, Strategic Lead CLA Tel: (01865) 323098*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - August 2011** 2011/111  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Property & Facilities Procurement - Scope of Contract** 2011/114  
*Roger Dyson, Project Manager Tel: (01865) 815665*
- **Local Government Resource Review - Response** 2011/168  
*Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971*
- **Developer Contributions to Service Infrastructure** 2011/048  
*Howard Cox, Team Leader - Developer Funding Tel: (01865) 810436*
- **National Planning Policy Framework - Response** 2011/169  
*Martin Tugwell, Deputy Director of Environment & Economy - Growth & Infrastructure Tel: (01865) 815113*
- **Big Society Fund - October 2011** 2011/139  
*Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384, Claire Phillips, Partnership Officer Tel: (01865) 323967*
- **Community Safety Partnership Strategies** 2011/150  
*Ruth Whyte, Safer Communities Manager Tel: (01865) 815396*

## Cabinet - 15 November 2011

- **Establishment Review - November 2011** 2011/130  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **A Revised Policy for Transport Eligibility within Adult Services** 2011/140  
*Simon Kearey, Head of Strategy & Transformation Tel: (01865) 323571*
- **Joint Strategic Commissioning Arrangements with NHS Buckinghamshire and Oxfordshire Cluster PCT** 2011/167  
*Sara Livadeas, Deputy Director of Joint Commissioning Tel: (01865) 323968*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - September 2011** 2011/128  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - November 2011** 2011/129  
*Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971*
- **Treasury Management Mid Term Review** 2011/133  
*Matthew Barlow, Financial Manager - Treasury Management Tel: (01865) 323988*
- **St Christopher's Primary School** 2011/072  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **Woodstock Primary School** 2011/118  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **Cotteslowe Primary School** 2011/120  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

## Cabinet - 20 December 2011

- **Performance Management 2nd Quarter Progress Report Against Priorities and Targets** 2011/143  
*Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384*
- **Approval of Contract Award Decision for Property Asset Management (PAM) Procurement of External Services Project** 2011/031  
*Roger Dyson, Project Manager Tel: (01865) 815665, Romina Peddis, Project Co-ordinator Tel: (01865) 815714*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - October 2011** 2011/141  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*

## The Forward Plan

- **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - December 2011** 2011/142  
*Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971*
- **Renewal of Real Time Information (RTI) System Contract** 2011/145  
*Chris Spry, Senior Transport Planner Tel: (01865) 815711*
- **Extension of Age Range at Woodeaton Manor School** 2011/162  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

### Cabinet - 17 January 2012

- **Draft Corporate Plan 2012/13** 2011/156  
*Maggie Scott, Corporate Policy Manager Tel: (01865) 816081*
- **Delegated Powers of the Chief Executive - January 2012** 2011/157  
*Sue Whitehead, Committee Services Manager Tel: (01865) 810262*
- **Amendments Required in Fair Funding Formula for Schools from 1 April 2012** 2011/166  
*Simon Pickard, Finance Business Partner CYP&F Tel: (01865) 797512*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - November 2011** 2011/153  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - January 2012** 2011/154  
*Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971*
- **St Edburgs CE Aided Primary School** 2011/135  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

### Deputy Leader - 18 October 2011

- **Services to Third Parties, including Academies** 2011/171  
*Paul Gerrish, Interim Deputy Director - Oxfordshire Customer Services Tel: (01865) 797228*

### Cabinet Member for Children, Education & Families - 4 October 2011

- **Chill Out Fund 2011/12 - October 2011** 2011/110  
*Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*



**Cabinet Member for Children, Education & Families - 2 November 2011**

- **Chill Out Fund 2011/12 - November 2011** 2011/127  
*Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

**Cabinet Member for Children, Education & Families - 6 December 2011**

- **Chill Out Fund 2011/12 - December 2011** 2011/144  
*Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

**Cabinet Member for Children, Education & Families - 10 January 2012**

- **Chill Out Fund 2011/12 - January 2012** 2011/158  
*Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

**Cabinet Member for Growth & Infrastructure - 16 November 2011**

- **Oxfordshire Minerals and Waste Development Framework - Annual Monitoring Report 2011** 2011/132  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*

**Cabinet Member for Police & Policy Coordination - 18 October 2011**

- **Big Society Active Communities Grants** 2011/148  
*Maggie Scott, Corporate Policy Manager Tel: (01865) 816081*

**Cabinet Member for Safer & Stronger Communities - 17 October 2011**

- **Integrated Risk Management Action Plan (IRMP) Fire & Rescue - Draft** 2011/113  
*David Etheridge, Chief Fire Officer Tel: (01865) 855206, Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*
- **Prioritisation of Consumer Complaints to the Trading Standards Service** 2011/146  
*Richard Webb, Acting Head of Trading Standards Tel: (01865) 815791*

## **Cabinet Member for Safer & Stronger Communities - 7 November 2011**

- **Response Standards Report** 2011/131  
*Nigel Wilson, Assistant Chief Fire Officer Tel: (01865) 855206*

## **Cabinet Member for Schools Improvement - 2 November 2011**

- **Woodstock Primary School** 2011/119  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **Cotteslowe Primary School** 2011/121  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **St Christopher's Primary School** 2011/073  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

## **Cabinet Member for Schools Improvement - 6 December 2011**

- **Extension of Age Range at Woodeaton Manor School** 2011/161  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

## **Cabinet Member for Schools Improvement - 10 January 2012**

- **St Edburgs CE Aided Primary School** 2011/134  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

## **Cabinet Member for Transport - 6 October 2011**

- **Replacement of Commercial Bus Services** 2011/123  
*Allan Field, Bus Services Manager Tel: (01865) 815826*
- **Proposed New Disabled Persons Parking Places - Oxford City and Cherwell** 2011/159  
*Mike Ruse, Traffic Regulation Officer Tel: (01865) 815978*

## **Cabinet Member for Transport - 17 November 2011**

- **Review of Funding Support for Parish-Organised Local Dial-a-Ride Service in South Oxfordshire (Swyncombe Lifeline)** 2011/152  
*Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585*

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### **Cabinet Member for Transport - 5 January 2012**

- **Higham Way, Banbury - Road Adoption** 2011/004  
*Melissa Goodacre, Senior Transport Planner Tel: (01865) 810474*
- **Dial-a-Ride Provision in Oxfordshire** 2011/151  
*Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585*