

# Forward Plan

## April - July 2010

**Keith R Mitchell CBE**  
Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 18 March 2010*





## 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", Legal & Democratic Services, Corporate Core, 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 Legal & Democratic Services, Corporate Core (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; finance; property; Oxfordshire Partnership; regional issues; skills; County policy co-ordination; council business management; breaking the cycle of deprivation; Oxford City liaison; 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); procurement; governance; performance including the Public Service Board and Local Area Agreement; Legal &amp; Democratic Services; members' services; HR; ICT; policy &amp; partnerships unit; change programme; Procurement; West Oxfordshire District Council liaison; West Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Adult Services</i> Councillor Jim Couchman</p>	<p>Adult social services; health issues;</p>
<p><i>Cabinet Member for Growth &amp; Infrastructure</i> Councillor Ian Hudspeth</p>	<p>Regional planning; strategic planning and transport within Oxfordshire; housing; waste management; environmental management; flooding; clean and green; climate change; archaeology; South Oxfordshire District Council liaison and South Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Children, Young People &amp; Families</i> Councillor Louise Chapman</p>	<p>Children's Services – lead member for Children, Young People &amp; Families including educational policy; services for children, young people and families; preventative services; child protection; family support; youth service; youth justice; breaking the cycle of deprivation</p>
<p><i>Cabinet Member for Schools Improvement</i> Councillor Michael Waine</p>	<p>Primary &amp; secondary schools; special schools; pupil services; school transport; music service; Cherwell District Council liaison</p>
<p><i>Cabinet Member for Transport</i> Councillor Rodney Rose</p>	<p>Implementation of schemes for transport; highways; traffic and parking; road safety; public passenger transport; access to the countryside</p>
<p><i>Cabinet Member for Community Safety</i> Councillor Mrs J. Heathcoat</p>	<p>Community Safety, anti-social behaviour: crime and the fear of crime; fire and rescue; consumer protection; emergency planning; police issues; coroner's service; gypsies and travellers; drugs and alcohol awareness; adult learning (oversight of the adult learning service); libraries; museums and heritage; the arts; archives; leisure and recreation; registration service, community cohesion; equalities and social inclusion; voluntary and community sector; Vale of White Horse District Council liaison and Vale of White Horse Local Strategic Partnership</p>

# The Forward Plan

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

### **Financial Monitoring - April 2010**

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

*Decision Maker and Target Date: Cabinet, 20 April 2010*

*Consultations: N/A*

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

*Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*

*Ref: 2009/249*

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### **Building Schools for the Future**

To set out the Building Schools for the Future model and its implications for the Council.

*Decision Maker and Target Date: Cabinet, 20 April 2010*

*Consultations: N/A*

*Report By: Assistant Chief Executive & Chief Finance Officer, Director for Children, Young People & Families*

*Contact: Roy Leach, Lead Officer, School Organisation & Planning Tel: (01865) 816458*

*Ref: 2010/042*

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### **Delegated Powers of the Chief Executive**

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, 20 April 2010*

*Consultations: N/A*

*Report By: Assistant Head of Legal & Democratic Services*

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

*Ref: 2009/250*

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### **Appointments to Outside Bodies**

To consider appointments to the Learning Disability Partnership Board and Southern England Local Partners.

*Decision Maker and Target Date: Cabinet, 20 April 2010*

*Consultations: N/A*

*Report By: Assistant Head of Legal & Democratic Services*

*Contact: Tony Cloke, Assistant Head of Legal and Democratic Services Tel: (01865) 815314, Sue Whitehead, Committee Services Manager Tel: (01865) 810262*

*Ref: 2010/037*

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## **Director of Public Health Annual Report**

Cabinet requested to recommend the Council to receive the report and note its recommendations.

*Decision Maker and Target Date: Cabinet, 18 May 2010*

*Consultations: N/A*

*Report By: Director of Public Health*

*Contact: Jonathan McWilliam, Director of Public Health Tel: (01865) 336707*

*Ref: 2010/004*

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## **Financial Monitoring - June 2010**

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

*Decision Maker and Target Date: Cabinet, 22 June 2010*

*Consultations: N/A*

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

*Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*

*Ref: 2010/011*

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## **Provisional 2009/10 Revenue and Capital Outturn**

To consider the 2009/10 outturn report and agree carry forwards and virements

*Decision Maker and Target Date: Cabinet, 22 June 2010*

*Consultations: N/A*

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

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

*Ref: 2010/014*

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## **Financial Monitoring - July 2010**

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

*Decision Maker and Target Date: Cabinet, 20 July 2010*

*Consultations: N/A*

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

*Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*

*Ref: 2010/028*

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### **Delegated Powers of the Chief Executive**

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, 20 July 2010*

*Consultations: N/A*

*Report By: Assistant Head of Legal & Democratic Services*

*Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262  
Ref: 2010/030*

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

#### **Establishment Review - May 2010**

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, 18 May 2010*

*Consultations: N/A*

*Report By: Head of Human Resources*

*Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280  
Ref: 2010/012*

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#### **Performance Management: 4th Quarter Progress Report Against Priorities and Targets**

Quarterly Performance Monitoring Report

*Decision Maker and Target Date: Cabinet, 22 June 2010*

*Consultations: N/A*

*Report By: County Council Management Team*

*Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel:  
(01865) 816384 Ref: 2010/013*

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**CABINET MEMBER: ADULT SERVICES**

**Retender for Young People and Teenage Parent Services**

To seek approval of the project group's recommendations for award of contracts

*Decision Maker and Target Date:* Cabinet Member for Adult Services, 1 June 2010

*Consultations:* Providers, District Council partners

*Report By:* Director for Children, Young People & Families

*Contact:* John Terry, Project Manager Tel: (01865) 323103 Ref: 2009/230

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**CABINET MEMBER: GROWTH & INFRASTRUCTURE**

**Impact of the Proposed LEZ on Low Frequency Bus Services**

To consider, in accordance with a decision taken on 26 March 2009, whether there should be any exemptions from the proposed LEZ, in time for this to be taken into account in the tendering for subsidised bus services due in late January 2010, which will include some services which would operate in the LEZ area

*Decision Maker and Target Date:* Cabinet Member for Growth & Infrastructure, 22 April 2010

*Consultations:* Oxford City Council, by discussion; possibly also bus operator, through a consultation meeting

*Report By:* Head of Transport

*Contact:* Dick Helling, Public Transport Officer Tel: (01865) 815859, Martin Kraftl, Senior Transport Planner Tel: (01865) 815786 Ref: 2009/211

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**Local Transport Plan 3**

To consider approval of the draft Plan to take to public consultation.

*Decision Maker and Target Date:* Cabinet, 20 July 2010

*Consultations:* N/A

*Report By:* Head of Transport

*Contact:* Joanne Clegg, Project Manager (Local Transport Plan) Tel: (01865) 815546 Ref: 2009/235

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## **Developer Contributions to Service Infrastructure**

To consider a summary of developer contributions secured to County service infrastructure through the planning process for 2009/10 and the amounts negotiated, received and spent throughout the year.

*Decision Maker and Target Date:* Cabinet, 20 July 2010

*Consultations:* Responding to Government Consultation

*Report By:* Head of Sustainable Development

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

*Ref:* 2010/029

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## **CABINET MEMBER: CHILDREN, YOUNG PEOPLE & FAMILIES**

### **Residential Care Contract for Children in Complex Needs**

To agree a joint contract for residential care with 5 other local authorities

*Decision Maker and Target Date:* Cabinet Member for Children, Young People & Families, 7 April 2010

*Consultations:* C&YP and CLA placement staff Corporate Parenting Panel

*Report By:* Director for Children, Young People & Families

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

*Ref:* 2009/231

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### **Early Years Capital Grants**

To consider full applications received (if any) for Early Years Capital Grants.

*Decision Maker and Target Date:* Cabinet Member for Children, Young People & Families, 7 April 2010

*Consultations:* N/A

*Report By:* Director for Children, Young People & Families

*Contact:* Marion Evans, Early Education Development Manager Tel: (01865) 815115

*Ref:* 2010/038

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### **Chill Out Fund 2010/11 - April 2010**

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

*Decision Maker and Target Date:* Cabinet Member for Children, Young People & Families, 7 April 2010

*Consultations:* N/A

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

*Contact:* Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649  
*Ref:* 2010/047

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### **Progress Report on CLA and Leaving Care - April 2010**

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

*Decision Maker and Target Date:* Cabinet, 20 April 2010

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

*Report By:* Director for Children, Young People & Families

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

*Ref:* 2009/232

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### **Chipping Norton New Futures Centre**

To consider a project appraisal for the construction of a New Futures Centre to relocate the existing Young People's Centre at Chipping Norton School.

*Decision Maker and Target Date:* Cabinet Member for Children, Young People & Families, 4 May 2010

*Consultations:* Integrated Youth Support Service Area Manager

*Report By:* Director for Children, Young People & Families

*Contact:* Diane Cameron, Asset Management School Organisation & Planning  
Tel: (01865) 816445  
*Ref:* 2009/243

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### **Chill Out Fund 2010/11 - May 2010**

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

*Decision Maker and Target Date:* Cabinet Member for Children, Young People & Families, 4 May 2010

*Consultations:* N/A

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

*Contact:* Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649  
*Ref:* 2010/048

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## **CABINET MEMBER: SCHOOLS IMPROVEMENT**

### **Wood Farm Primary School**

If no objections are received, to consider the statutory notice to expand Wood Farm Primary School.

*Decision Maker and Target Date:* Cabinet Member for Schools Improvement, 7 April 2010

*Consultations:* Full statutory and informal consultations

*Report By:* Director for Children, Young People & Families

*Contact:* Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2009/193

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### **Oxford School - April 2010**

To receive a report on progress with developments in relation to Oxford School and to take such decisions as necessary.

*Decision Maker and Target Date:* Cabinet, 20 April 2010

*Consultations:* N/A

*Report By:* Director for Children, Young People & Families

*Contact:* Jim Crook, Interim Director for Children, Young People & Families Tel: (01865) 815122 Ref: 2010/039

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### **Uffington CE Primary School**

To seek permission to publish a statutory notice for the creation of a nursery class at the school.

*Decision Maker and Target Date:* Cabinet Member for Schools Improvement, 7 April 2010

*Consultations:* Formal statutory

*Report By:* Director for Children, Young People & Families

*Contact:* Michelle Jenkins, Senior Early Years Advisory Teacher Tel: (01865) 428096 Ref: 2010/022

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### **Dr South's CE(A) Primary School**

To seek permission to publish a statutory notice for the creation of a nursery class at the school.

*Decision Maker and Target Date:* Cabinet Member for Schools Improvement, 7 April 2010

*Consultations:* Formal statutory

*Report By:* Director for Children, Young People & Families

*Contact:* Michelle Jenkins, Senior Early Years Advisory Teacher Tel: (01865) 428096 Ref: 2010/023

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### **Expansion of Sandhills Primary School**

To consider the expansion of Sandhills Primary School and approve issue of statutory notice if no objections received.

*Decision Maker and Target Date:* Cabinet Member for Schools Improvement, 1 June 2010

*Consultations:* Full statutory and informal consultations

*Report By:* Director for Children, Young People & Families

*Contact:* Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2010/020

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### **Expansion of Sandhills Primary School**

To consider the expansion of Sandhills Primary School and approve issue of statutory notice if objections received.

*Decision Maker and Target Date:* Cabinet, 22 June 2010

*Consultations:* Full statutory and informal consultations

*Report By:* Director for Children, Young People & Families

*Contact:* Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2010/021

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## **CABINET MEMBER: TRANSPORT**

### **A415 Newbridge**

To seek approval for planning, statutory orders and outline project appraisal.

*Decision Maker and Target Date:* Cabinet, 20 April 2010

*Consultations:* A public exhibition was held at The Rose Revived for 3 days preceded by private meetings with the affected and interested Parishes. Letters were sent to our usual informal consultation list at Stakeholders including district councils.

*Report By:* Head of Transport

*Contact:* Colin Baird, Principal Engineer Tel: (01865) 815536 Ref: 2010/033

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### **Oxford, Marston Area - Parking Restrictions**

To consider the introduction of parking restrictions in areas outside the Marston south CPZ.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 April 2010

*Consultations:* Local community via Public Notices; directly with emergency services and other stakeholders

*Report By:* Head of Transport

*Contact:* David Tole, Leader, Traffic Regulation Tel: (01865) 815942

*Ref:* 2009/115

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### **Oxford - Headington Central CPZ - Minor Amendments**

To agree minor amendments to the Headington parking scheme.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 April 2010

*Consultations:* Local community via Public Notices; directly with emergency services and other stakeholders

*Report By:* Head of Transport

*Contact:* David Tole, Leader, Traffic Regulation Tel: (01865) 815942

*Ref:* 2009/206

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### **Oxford Rail Station: Planning Approval**

To consider results of a stakeholder and public consultation on the detail of a planning application for a new Transfer Deck at Oxford Station prior to submission to Oxford City Council.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 April 2010

*Consultations:* Stakeholder consultation: November and December 2009. Public consultation: January and February 2010

*Report By:* Head of Transport

*Contact:* Steve Hayes, Senior Transport Planner Tel: (01865) 815087

*Ref:* 2009/216

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### **Disabled Persons' Parking Places (DPPP's) South Oxfordshire District**

To seek approval to provide proposed new bays, formalisation of existing bays and removal of bays no longer required.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 April 2010

*Consultations:* 11 Feb – 5 March – Public Notices in Oxford Times and on site, letters to residents, letters to formal consultees, deposit documents in County and District Offices and Public Libraries

*Report By:* Head of Transport

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

*Ref:* 2010/025

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### **Highway Matters - Northfield End and Bell Street**

To clarify status and highway and financial implications at these locations and confirm appropriate action.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 April 2010  
*Consultations:* Stakeholders  
*Report By:* Head of Transport  
*Contact:* Kevin Haines, Group Manager, Policy & Asset Management Tel: (01865) 815687  
*Ref:* 2010/036

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### **East Saint Helen Street, Abingdon - Contra-Flow Cycle Lane**

To decide whether or not to proceed with the scheme.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010  
*Consultations:* Informal  
*Report By:* Head of Transport  
*Contact:* Natalie Moore, Assistant Transport Planner Tel: (01865) 815729  
*Ref:* 2010/024

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### **Oxford - Central Area CPZ - Minor Amendments**

To agree minor amendments to the central Oxford parking scheme.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010  
*Consultations:* Local community via Public Notices; directly with emergency services and other stakeholders  
*Report By:* Head of Transport  
*Contact:* David Tole, Leader, Traffic Regulation Tel: (01865) 815942  
*Ref:* 2009/207

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### **Oxford - Barracks Lane, Cowley - Proposed Parking Restrictions**

To consider responses to a consultation on the introduction of parking restrictions on parts of Barracks Lane as a result of development.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010  
*Consultations:* Local community via Public Notices; directly with emergency services and other stakeholders  
*Report By:* Head of Transport  
*Contact:* David Tole, Leader, Traffic Regulation Tel: (01865) 815942  
*Ref:* 2008/194

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### **Oxford - Cowley Marsh Area - Parking Restrictions**

To consider amendments to the Cowley Marsh area parking restrictions.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010

*Consultations:* Local community via Public Notices; directly with emergency services and other stakeholders

*Report By:* Head of Transport

*Contact:* David Tole, Leader, Traffic Regulation Tel: (01865) 815942

*Ref:* 2009/210

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### **London Road, Headington TRO's**

To seek approval of TRO's relating to parking, loading and bus clearways required to cover parking loading/unloading and bus clearways/bus lanes are being changed to complement the physical changes in London Road, Headington Improvement Project, Osler Road to Wharton Road.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010

*Consultations:* The consultation will be by letters to directly affected frontagers and an established stakeholder group along with the required legal notices on street and in the press.

*Report By:* Head of Transport

*Contact:* Colin Baird, Principal Engineer Tel: (01865) 815536

*Ref:* 2010/035

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### **Canada Lane, Faringdon - Amendment to Waiting Restrictions**

To approve the making of the road traffic regulation order to implement amendments to waiting restrictions as advertised and to authorise necessary works.

*Decision Maker and Target Date:* Cabinet Member for Transport, 3 June 2010

*Consultations:* Statutory. Advert 16.3.10. Comments by 16.4.10 Full consultation.

*Report By:* Head of Transport

*Contact:* Mark Francis, Senior Traffic Technician Tel: (01235) 466118

*Ref:* 2010/045

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**CABINET MEMBER: SAFER & STRONGER COMMUNITIES**

**Adult Learning Service Review of Property**

To seek approval to proposals following a review by the Adult Learning Service of its use of property.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger Communities, 12 April 2010

*Consultations:* N/A

*Report By:* Head of Community Services

*Contact:* Jane Dixon, Head of Adult Learning Tel: (01865) 458794

*Ref:* 2010/046

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**Cogges Trust**

To seek approval to complete the legal details, agreements and lease of the new Trust.

*Decision Maker and Target Date:* Cabinet, 18 May 2010

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Martyn Brown, Heritage & Arts Officer Tel: (01993) 814114

*Ref:* 2010/007

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**Village Hall and Community Centre Grants 2010/11**

The County Council's grant scheme for the improvement of village halls and other community buildings is administered by the Oxfordshire Rural Community Council (ORCC). This report summarises the applications received and recommends allocations from the grant fund for 2010/11.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger Communities, 5 July 2010

*Consultations:* N/A

*Report By:* Head of Community Services

*Contact:* Richard Munro, Head of Community Services Tel: (01865) 323580

*Ref:* 2010/031

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**Approval of the Trading Standards and Food Law Enforcement Plan**

To consider the review and seek formal approval of the Trading Standards Service and Food Law Enforcement Plan as required by the Food Standards Agency Code of Practice for food law enforcement.

*Decision Maker and Target Date: Cabinet Member for Safer & Stronger Communities, 5 July 2010*

*Consultations: N/A*

*Report By: Director for Community Safety & Shared Services & Chief Fire Officer*

*Contact: Richard Webb, Deputy Head of Trading Standards & Community Safety Tel: (01865) 815791*

*Ref: 2010/035*

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