

Forward Plan

November 2016 - February 2017

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Leader of the Council
County Hall, Oxford OX1 1ND

Date Issued: 4 October 2016



**OXFORDSHIRE
COUNTY COUNCIL**

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. **NB Also included, for ease of reference, are items for the current month.**

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. More detailed information on what is a key decision can be found in the Council's Constitution on the Council's website.¹ This can also be inspected at County Hall.

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.

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 online². 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 (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND or
- delivered in person to the same address or
- e-mailed to 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 (Democratic Services), (contact as above, or telephone Oxford 810806) or online³.

¹ [Decision Making including Key Decisions](#) – Main Menu > About your Council > Meetings > The Constitution > Part 2, Article 12 – Decision Making

² [Agendas, Minutes & Reports](#) – Main Menu > About your Council > Meetings > Browse Committee Papers

³ [Get Involved in Meetings](#) – Main Menu > About your Council > Meetings > Get involved in meetings

Members of the Cabinet

Cabinet Member	Main Areas of Responsibility
<p><i>Leader of the Council</i> Councillor Ian Hudspeth</p>	<p>Strategy; corporate and community leadership; strategic communications; major external partnerships; regional issues; economic development; Districts Liaison</p>
<p><i>Deputy Leader of the Council</i> Councillor Rodney Rose</p>	<p>Internal management; HR & industrial relations; strategic rail; fire control; emergency planning; flooding; policy co-ordination; fire & rescue; Trading Standards; equalities; localities; community cohesion; voluntary and community sector</p>
<p><i>Cabinet Member for Adult Social Care</i> Councillor Mrs Judith Heathcoat</p>	<p>Adult Social Care</p>
<p><i>Cabinet Member for Children & Families Services</i> Councillor Melinda Tilley</p>	<p>Statutory Lead Member for Children's Services</p>
<p><i>Cabinet Member for Education</i> Councillor Steve Harrod</p>	<p>Education</p>
<p><i>Cabinet Member for Environment</i> Councillor David Nimmo Smith</p>	<p>Highways & transport; minerals strategy; strategic waste & waste management; environment management</p>
<p><i>Cabinet Member for Finance</i> Councillor Lawrie Stratford</p>	<p>Finance</p>
<p><i>Cabinet Member for Local Government, Business, ICT & Customer Services</i> Councillor Nick Carter</p>	<p>Local Government; Customer Services; Communications; ICT; support to SME's</p>
<p><i>Cabinet Member for Property, Cultural & Community Services</i> Councillor Lorraine Lindsay-Gale</p>	<p>Property; Registration service, Library service, Coroner's service; Music service; Museum service; History service; Cultural services; Tourism</p>
<p><i>Cabinet Member for Public Health</i> Councillor Hilary Hibbert-Biles</p>	<p>Public Health</p>

The Forward Plan

CABINET MEMBER: LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

Delegated Powers - October 2016

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny call in.

Decision Maker and Target Date: **Cabinet, 18 October 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Legal Officer & Monitoring Officer

Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213

Ref: 2016/050

Senior Management Review

To consider the outcome of the Senior Management Review and comments from other committees, and approve implementation of the proposed structure.

Decision Maker and Target Date: **Cabinet, 18 October 2016**

Reason for amendment (if any) Decision due date for Cabinet changed from 19/04/2016 to 18/10/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: County Director

Contact: Steve Munn, Chief HR Officer Tel: (01865) 815191

Ref: 2016/017

Delegated Powers - January 2017

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny call in.

Decision Maker and Target Date: **Cabinet, 24 January 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Legal Officer & Monitoring Officer
Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213
Ref: 2016/088

CABINET MEMBER: DEPUTY LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

Business Management & Monitoring Report for Quarter 1 - 2016/17

To note and seek agreement of the report.

Decision Maker and Target Date: **Cabinet, 18 October 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Assistant Chief Finance Officer (Assurance)
Contact: Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250
Ref: 2016/049

Staffing Report - Quarter 2 - 2016

Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Human Resources Officer

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

Ref: 2016/060

Future of Trading Standards Approved Trader Schemes in Oxfordshire

To seek approval for the delivery of Trading Standards approved trader schemes in Oxfordshire.

Decision Maker and Target Date: **Deputy Leader, 28 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Fire Officer

Contact: Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394

Ref: 2016/106

Trading Standards Service Policy for the Provision of Business Advice and Support Services

To seek approval for a revision to the current policy for the provision of business advice and support services.

Decision Maker and Target Date: **Deputy Leader, 28 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Fire Officer

Contact: Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394

Ref: 2016/107

The Enforcement of the Consumer Rights Act 2015 - Requirements on Letting Agents

To seek approval for the implementation of the Consumer Rights Act, with respect to letting agents.

Decision Maker and Target Date: **Deputy Leader, 28 November 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Fire Officer
Contact: Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394 Ref: 2016/108

Business Management & Monitoring Report for Quarter 2 - January 2017

To note and seek agreement of the report.

Decision Maker and Target Date: **Cabinet, 24 January 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Assistant Chief Finance Officer (Assurance)
Contact: Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250 Ref: 2016/087

Staffing Report - Quarter 3 - 2016

Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.

Decision Maker and Target Date: **Cabinet, 21 February 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Human Resources Officer
Contact: Sue Corrigan, County HR Manager Tel: (01865) 810280 Ref: 2016/103

CABINET MEMBER: ADULT SOCIAL CARE

KEY DECISIONS

Housing Related Support Pooled Budget Agreement

To seek agreement in principle to contribute to a pooled budget for housing related support between the County Council, the District and City Councils and CCG.

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.
Key Decision: Yes - Revenue Expenditure > £500,000
Exempt Information: Yes - Category 3 - commercial sensitive information - Annex
Consultations: N/A
Report By: Director for Adult Social Services
Contact: Natalia Lachkou, Commissioning Manager Tel: 07881 500344
Ref: 2016/084

Carers' Strategy and Carers' Personal Budgets

To consider the outcome of the public consultation on the carers' strategy and carers' personal budgets and the recommended way forward.

Decision Maker and Target Date: **Cabinet, 24 January 2017**
Reason for amendment (if any)
Key Decision: Yes - Affects more than 1 division
Exempt Information: None
Consultations: N/A
Report By: Director for Adult Social Services
Contact: Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
Ref: 2016/089

Daytime Support Review

To seek approval of the proposed option for Daytime Support model.

Decision Maker and Target Date: **Cabinet, 24 January 2017**
Reason for amendment (if any)
Key Decision: Yes - Affects more than 1 division
Exempt Information: None
Consultations: Public Consultation from 17 October to 12 December.
Report By: Deputy Director - Joint Commissioning
Contact: Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
Ref: 2016/104

NON-KEY DECISIONS

NIL

CABINET MEMBER: CHILDREN, EDUCATION & FAMILIES

KEY DECISIONS

NIL

NON-KEY DECISIONS

Space Standards for New Primary Schools in Oxfordshire - Proposed Changes (Early Years and SEN Provision)

To seek approval of the revised space standards for the construction of new primary and secondary schools and to delegate the approval of further changes to the space standards to the Director of Environment & Economy in consultation with the Director of Children, Education & Families.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 10 October 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 05/09/2016 to 10/10/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Director for Children's Services

Contact: Kevin Griffin, Service Manager - School Organisation & Planning Tel: (01865) 816457 Ref: 2016/076

The Oxfordshire Safeguarding Children Board Annual Report/The Performance Assessments & Quality Assurance Annual Report and The Case Review & Governance Annual Report

To note the reports.

Decision Maker and Target Date: **Cabinet, 18 October 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Director for Children's Services
Contact: Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287 Ref: 2016/100

Revised Pupil Place Plan for Oxfordshire

To formally approve the annual revision of Oxfordshire's Pupil Place Plan.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 November 2016**
Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 05/09/2016 to 14/11/2016. Reason: Further work required.
Key Decision: No
Exempt Information: None
Consultations: Advance consultation will take place with School Organisation Stakeholders Group and Headteachers across the county.
Report By: Director for Children's Services
Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445 Ref: 2016/063

Adopt Thames Valley

To endorse Oxfordshire County Council's policy in response to proposals for possible regionalisation of the Adoption Service.

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.

Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Director for Children's Services
Contact: Hannah Farncombe, Deputy Director, Corporate Parenting & Safeguarding Tel: (01865) 815273 Ref: 2016/068

Expansion of Launton CE Primary School

Whether to approve the expansion of Launton CE Primary School to 1 form entry from September 2017.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 23 January 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: Public consultation followed by publication of a statutory notice
Report By: Director for Children's Services
Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445 Ref: 2016/109

Expansion of West Witney Primary School

Whether to approve the expansion of West Witney Primary School to 2 form entry from September 2017.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 23 January 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: Public consultation followed by publication of a statutory notice
Report By: Director for Children's Services
Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445 Ref: 2016/110

CABINET MEMBER: ENVIRONMENT (INCLUDING TRANSPORT)

KEY DECISIONS

Internal Energy Management Strategy

To seek approval of the Internal Energy Management Strategy.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any) Decision due for Cabinet on 18/10/2016 changed to Cabinet Member for Environment on 13/10/2016. Reason: At the request of the Cabinet Member for Environment.

Key Decision: Yes - Affects more than one division and revenue expenditure > £500,000

Exempt Information: None

Consultations: Stakeholders

Report By: Acting Deputy Director for Environment & Economy - Strategy & Infrastructure Planning

Contact: Victoria Fletcher, Interim Spatial Infrastructure Planning & Resources Manager
Tel: 07500 131855 Ref: 2015/106

Household Waste Recycling Centre Management and Revised Waste Acceptance Policy

To seek approval of the revised HWRC Waste Acceptance Policy and support to procure a new HWRC management contract (to start September 2017).

Decision Maker and Target Date: **Cabinet, 18 October 2016**

Reason for amendment (if any)

Key Decision: Yes - Affects more than one division and revenue expenditure > £500,000

Exempt Information: Yes - Category 3 - commercial sensitive information - Annex

Consultations: Oxfordshire Residents, HWRC Users, District and Local Councils.

Report By: Acting Director for Environment & Economy

Contact: Andrew Pau, Strategic Manager - Waste & Transport
Tel: (01865) 815867 Ref: 2016/067

Electrification Programme Update - Steventon Proposals including Compulsory Purchase Order

To seek approval of the delegation of Compulsory Purchase Powers to Director for Environment & Economy for use in supporting Network Rail with their electrification project.

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.

Key Decision: Yes - Revenue Expenditure > £500,000

Exempt Information: Yes - Category 3 - Commercial Sensitive - Annex

Consultations: Key Stakeholders and Local Residents.

Report By: Acting Director for Environment & Economy

Contact: Richard Warren, Strategic Manager - Project Delivery Tel: 07748 112169 Ref: 2016/099

Oxford Working Parking Levy

To seek approval of proposed processes funding and governance for the development of a workplace parking levy for Oxford.

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.

Key Decision: Yes - Affects more than one division and revenue expenditure > £500,000

Exempt Information: Yes - Category 3 - commercial sensitive information - Annex

Consultations: Key Stakeholders

Report By: Acting Director for Environment & Economy

Contact: Martin Kraftl, Locality Manager - Oxford Tel: 07920 084336

Ref: 2016/081

Oxfordshire Minerals & Waste Local Plan - Core Strategy

To seek approval of:

1. Proposed modifications to the Core Strategy for public consultation;
2. Revised Minerals & Waste Development Scheme;
3. Local Aggregate Assessment 2016

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Acting Director for Environment & Economy

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2016/070

School Crossing Patrol Policy

To seek approval of a new policy.

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Reason for amendment (if any) Decision due date for Cabinet changed from 20/09/2016 to 22/11/2016. Reason: Further work required.

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: N/A

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Dariusz Seroczynski, Highways Network Manager Tel: (01865) 815629 Ref: 2016/045

Oxfordshire Minerals & Waste Annual Monitoring Report 2016

To seek agreement to the Minerals & Waste Annual Monitoring Report for 2015, setting out progress on preparation of the Minerals & Waste Local Plan and the results of monitoring of minerals & waste planning policies.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: Minerals & Waste Cabinet Advisory Group

Report By: Acting Deputy Director for Environment & Economy - Strategy & Infrastructure Planning

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2016/061

NON-KEY DECISIONS

Proposed Toucan Crossing - A423 Southam Road (Harwick Hill), Banbury

To seek approval of the proposal.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 01/09/2016 to 13/10/2016. Reason: At the request of the Cabinet Member.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/064

Proposed Disabled Bay Changes in Cherwell, West Oxfordshire and Oxford City and Various Parking Changes on Development Sites

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 01/09/2016 to 13/10/2016. Reason: At the request of the Cabinet Member.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/065

Proposed Puffin Crossing - Cumnor Hill

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 12/11/2015 to 13/10/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2014/115

Oxford Ley Valley Proposed Controlled Parking Zone

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 21/07/2016 to 13/10/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/057

Proposed 30mph Speed Limit - A361 Burford Road, Chipping Norton

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/080

Proposed 20mph Speed Limit - Brightwell-cum-Sotwell

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/092

Proposed Amended Traffic Calming - Woodstock Road, Stonesfield

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 13 October 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/093

Proposed Amendments to Parking Restrictions - Frenchay Road and Elizabeth Jennings Way, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 13/10/2016 to 24/11/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/083

Proposed Residents Parking Scheme - William Lucy Way, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 13/10/2016 to 24/11/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/082

Revised Arrangements for Visitor Parking Permits - Abingdon and Henley

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 13/10/2016 to 24/11/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2015/080

Proposed Amendments to Traffic and Access Restrictions - Queen Street, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 13/10/2016 to 24/11/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/035

Horton View and Ruskin Road, Banbury - Proposed Waiting and Parking Restriction

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 13/10/2016 to 24/11/2016. Reason: Further work required following consultation.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/079

Proposed Waiting Restrictions - Various Roads, Bicester

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/094

Proposed Access for Pedal Cyclists - Sheep Street, Bicester

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/095

Proposed Amendments to Residents Parking Bays - Worcester Place, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/096

Proposed Speed Limit Extension, Toucan Crossing, Shared Use Cycle Track and Bus Stop - A4260, Deddington

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/097

Proposed Waiting Restrictions - Chipping Norton, Witney and Woodstock

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/098

Proposed Puffin Crossing - London Road, Wheatley

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/105

Proposed Amendment to Loading Bay Restrictions - The Plain Roundabout (East Side), Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/111

Countryside Access Prioritisation Strategy

To seek approval of the strategy - Priority Caseload Approach.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 November 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Oxfordshire Countryside Access Form and Oxfordshire Rights of Way Monitoring Group

Report By: Interim Deputy Director for Environment & Economy - Commercial

Contact: James Blockley, Countryside Access Team Leader Tel: (01865) 810205 Ref: 2016/113

CABINET MEMBER: FINANCE

KEY DECISIONS

NIL

NON-KEY DECISIONS

2016/17 Financial Monitoring & Business Strategy Delivery Report - August 2016

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

Decision Maker and Target Date: **Cabinet, 18 October 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518 Ref: 2016/048

Treasury Management Mid Term Review (2016/17)

To provide a mid term review of Treasury Management activity in 2016/17 in accordance with the CIPFA code of practice.

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Donna Ross, Principal Finance Manager - Treasury Pension Tel: (01865) 323976 Ref: 2016/059

Transition Fund

To seek approval of the panel recommendations from grant funding pump priming to support open access children's services.

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437
Ref: 2016/113

2016/17 Financial Monitoring & Business Strategy Report - October 2016

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

Decision Maker and Target Date: **Cabinet, 20 December 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
Ref: 2016/073

Service & Resource Planning Report - 2016/17 - December 2016

To provide an update on the service and resource planning process for 2016/17.

Decision Maker and Target Date: **Cabinet, 20 December 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
Ref: 2016/074

Service & Resource Planning Report - 2017/18 - January 2017

To provide background and context to the service and resource planning process for 2017/18.

Decision Maker and Target Date:

Cabinet, 24 January 2017

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Finance Officer

Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Ref: 2016/086

2016/17 Financial Monitoring & Business Strategy Delivery Report - December 2016

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

Decision Maker and Target Date:

Cabinet, 21 February 2017

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Finance Officer

Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Ref: 2016/102

CABINET MEMBER: LOCAL GOVERNMENT, BUSINESS, ICT & CUSTOMER SERVICES

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

CABINET MEMBER: PROPERTY, CULTURAL & COMMUNITY SERVICES

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

CABINET MEMBER: PUBLIC HEALTH

KEY DECISIONS

Director of Public Health Annual Report

An Annual Report is a statutory duty of the Director of Public Health and it is a duty of the County Council to publish this report.

The Director of Public Health for Oxfordshire will present his Annual Report for 2015/16.

Decision Maker and Target Date: **Cabinet, 18 October 2016**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: N/A

Report By: Director of Public Health

Contact: Alan Rouse, Business & Planning Manager Tel: (01865) 328603

Ref: 2016/046

NON-KEY DECISIONS

NIL

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. October 2016 items included for ease of reference.

Cabinet - 18 October 2016

- **Delegated Powers - October 2016** 2016/050
Sue Whitehead, Principal Committee Officer Tel: 07393 001213
- **Senior Management Review** 2016/017
Steve Munn, Chief HR Officer Tel: (01865) 815191
- **Business Management & Monitoring Report for Quarter 1 - 2016/17** 2016/049
Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250
- **The Oxfordshire Safeguarding Children Board Annual Report/The Performance Assessments & Quality Assurance Annual Report and The Case Review & Governance Annual Report** 2016/100
Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287
- **Household Waste Recycling Centre Management and Revised Waste Acceptance Policy** 2016/067
Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867
- **2016/17 Financial Monitoring & Business Strategy Delivery Report - August 2016** 2016/048
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
- **Director of Public Health Annual Report** 2016/046
Alan Rouse, Business & Planning Manager Tel: (01865) 328603

Cabinet - 22 November 2016

- **Staffing Report - Quarter 2 - 2016** 2016/060
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **Housing Related Support Pooled Budget Agreement** 2016/084
Natalia Lachkou, Commissioning Manager Tel: 07881 500344

The Forward Plan

- **Adopt Thames Valley** 2016/068
Hannah Farncombe, Deputy Director, Corporate Parenting & Safeguarding Tel: (01865) 815273
- **Electrification Programme Update - Steventon Proposals including Compulsory Purchase Order** 2016/099
Richard Warren, Strategic Manager - Project Delivery Tel: 07748 112169
- **Oxford Working Parking Levy** 2016/081
Martin Kraftl, Locality Manager - Oxford Tel: 07920 084336
- **Oxfordshire Minerals & Waste Local Plan - Core Strategy** 2016/070
Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544
- **School Crossing Patrol Policy** 2016/045
Dariusz Seroczynski, Highways Network Manager Tel: (01865) 815629
- **Treasury Management Mid Term Review (2016/17)** 2016/059
Donna Ross, Principal Finance Manager - Treasury Pension Tel: (01865) 323976
- **Transition Fund** 2016/113
Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Cabinet - 20 December 2016

- **2016/17 Financial Monitoring & Business Strategy Report - October 2016** 2016/073
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
- **Service & Resource Planning Report - 2016/17 - December 2016** 2016/074
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Cabinet - 24 January 2017

- **Delegated Powers - January 2017** 2016/088
Sue Whitehead, Principal Committee Officer Tel: 07393 001213
- **Business Management & Monitoring Report for Quarter 2 - January 2017** 2016/087
Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250

The Forward Plan

- **Carers' Strategy and Carers' Personal Budgets** 2016/089
Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
- **Daytime Support Review** 2016/104
Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
- **Service & Resource Planning Report - 2017/18 - January 2017** 2016/086
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Cabinet - 21 February 2017

- **Staffing Report - Quarter 3 - 2016** 2016/103
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **2016/17 Financial Monitoring & Business Strategy Delivery Report - December 2016** 2016/102
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Deputy Leader - 28 November 2016

- **Future of Trading Standards Approved Trader Schemes in Oxfordshire** 2016/106
Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394
- **Trading Standards Service Policy for the Provision of Business Advice and Support Services** 2016/107
Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394
- **The Enforcement of the Consumer Rights Act 2015 - Requirements on Letting Agents** 2016/108
Jody Kerman, Trading Standards Operations Manager Tel: (01865) 815394

Cabinet Member for Children, Education & Families - 10 October 2016

- **Space Standards for New Primary Schools in Oxfordshire - Proposed Changes (Early Years and SEN Provision)** 2016/076
*Kevin Griffin, Service Manager - School Organisation & Planning
Tel: (01865) 816457*

Cabinet Member for Children, Education & Families - 14 November 2016

- **Revised Pupil Place Plan for Oxfordshire** 2016/063
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Children, Education & Families - 23 January 2017

- **Expansion of Launton CE Primary School** 2016/109
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Expansion of West Witney Primary School** 2016/110
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Environment - 13 October 2016

- **Internal Energy Management Strategy** 2015/106
Victoria Fletcher, Interim Spatial Infrastructure Planning & Resources Manager Tel: 07500 131855
- **Proposed Toucan Crossing - A423 Southam Road (Harwick Hill), Banbury** 2016/064
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Disabled Bay Changes in Cherwell, West Oxfordshire and Oxford City and Various Parking Changes on Development Sites** 2016/065
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Puffin Crossing - Cumnor Hill** 2014/115
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304

The Forward Plan

- **Oxford Ley Valley Proposed Controlled Parking Zone** 2016/057
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed 30mph Speed Limit - A361 Burford Road, Chipping Norton** 2016/080
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed 20mph Speed Limit - Brightwell-cum-Sotwell** 2016/092
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Amended Traffic Calming - Woodstock Road, Stonesfield** 2016/093
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304

Cabinet Member for Environment - 24 November 2016

- **Oxfordshire Minerals & Waste Annual Monitoring Report 2016** 2016/061
Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544
- **Proposed Amendments to Parking Restrictions - Frenchay Road and Elizabeth Jennings Way, Oxford** 2016/083
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Residents Parking Scheme - William Lucy Way, Oxford** 2016/082
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Revised Arrangements for Visitor Parking Permits - Abingdon and Henley** 2015/080
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Amendments to Traffic and Access Restrictions - Queen Street, Oxford** 2016/035
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Horton View and Ruskin Road, Banbury - Proposed Waiting and Parking Restriction** 2016/079
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304

The Forward Plan

- **Proposed Waiting Restrictions - Various Roads, Bicester** 2016/094
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Access for Pedal Cyclists - Sheep Street, Bicester** 2016/095
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Amendments to Residents Parking Bays - Worcester Place, Oxford** 2016/096
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Speed Limit Extension, Toucan Crossing, Shared Use Cycle Track and Bus Stop - A4260, Deddington** 2016/097
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Waiting Restrictions - Chipping Norton, Witney and Woodstock** 2016/098
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Puffin Crossing - London Road, Wheatley** 2016/105
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Proposed Amendment to Loading Bay Restrictions - The Plain Roundabout (East Side), Oxford** 2016/111
Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304
- **Countryside Access Prioritisation Strategy** 2016/113
James Blockley, Countryside Access Team Leader Tel: (01865) 810205



Forward Plan November 2016 - February 2017

Notice of a Change of Date for Items for the Cabinet Agenda

Notice is hereby given that the item set out below for consideration by the Cabinet on 22 November 2016 is not in the Forward Plan for that date.

The decision on this matter has been deferred from the 18 October 2016 meeting date because of the need for further work and needs to be taken at Cabinet on 22 November as it is essential that the decision is taken as soon as practicable as a key element in the Council's transformation programme.

Cabinet, 22 November 2016

Senior Management Review

To consider the outcome of the Senior Management Review and Comments from other committees, and approve implementation of the proposed structure.

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Key Decision: *No*

Exempt Information: *None*

Consultations: *N/A*

Report By: *County Director*

Contact: *Steve Munn, Chief HR Officer Tel: (01865) 815191 Ref: 2016/017*

Nick Graham
Chief Legal Officer & Monitoring Officer

14 October 2016



Forward Plan November 2016 - February 2017

Notice of a Change of Date for Items for the Cabinet Agenda

Notice is hereby given that the item set out below for consideration by the Cabinet on 22 November 2016 is not in the Forward Plan for that date.

The decision on this matter has been deferred from the 18 October 2016 meeting date because of the need for further work but needs to be taken at the Cabinet meeting on 22 November 2016 in order to meet timescales for the procurement of a new HWRC management contract.

Cabinet, 22 November 2016

Household Waste Recycling Centre Management and Revised Waste Acceptance Policy

To seek approval of the revised HWRC Waste Acceptance Policy and support to procure a new HWRC management contract (to start September 2017).

Decision Maker and Target Date: **Cabinet, 22 November 2016**

Key Decision: Yes – *Affects more than one division and revenue expenditure >£500,000*

Exempt Information: Yes – *Category 3 – commercial sensitive information – Annex*

Consultations: Oxfordshire Residents, HWRC Users, District and Local Councils.

Report By: Acting Director for Environment & Economy

Contact: Andrew Pau, Strategic Manager – Waste & Transport Tel: (01865) 815867
Ref: 2016/067

Nick Graham
Chief Legal Officer & Monitoring Officer

14 October 2016



Forward Plan November 2016 – February 2017

Notice of a Change of Date for an Item for the Cabinet Member for Education Agenda

Notice is hereby given that the item set out below for consideration by the Cabinet Member for Education on 22 November 2016 is not in the Forward Plan for that date.

The decision on this matter has been deferred from the 14 November 2016 meeting date because of the failure to publish the agenda for that meeting. The decision needs to be taken at the delegated decision making session on 22 November 2016 in order that the Plan can be published without undue delay.

Cabinet Member for Education, 22 November 2016

Revised Pupil Place Plan for Oxfordshire

To formally approve the annual revision of Oxfordshire's Pupil Place Plan.

Decision Maker and Target Date: **Cabinet Member for Education, 22
November 2016**

Key Decision: *No*

Exempt Information: *None*

Consultations: Advance consultation will take place with School Organisation Stakeholders Group and Headteachers across the county.

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445
Ref: 2016/063

Peter Clark
County Director
County Hall, Oxford OX1 1ND

9 November 2016