

# Forward Plan

## September - December 2011

**Keith R Mitchell CBE**

Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 17 August 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; 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; road safety; public passenger transport and access to the countryside</p>

# The Forward Plan

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

### **Further Electoral Review of Oxfordshire - Response to Draft Recommendations**

To consider the Council's response to the Draft Recommendations of the Local Government Boundary Commission for the future electoral arrangements of Oxfordshire County Council.

**Joint Responsibility:** Leader and Deputy Leader

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

*Consultations:* Consultation with county councillors, to be undertaken by the members of the Council's Electoral Review Working Group.

*Report By:* Head of Law & Governance

*Contact:* Rachel Dunn, Senior Democracy Officer Tel: (01865) 815279

*Ref: 2011/147*

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

### **Establishment Review - September 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, 20 September 2011

*Consultations:* N/A

*Report By:* Head of Human Resources

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

*Ref: 2011/094*

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## **Performance Management 1st Quarter Progress Report Against Priorities and Targets**

Quarterly Performance Monitoring report.

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

*Consultations:* N/A

*Report By:* County Council Management Team

*Contact:* Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384  
*Ref:* 2011/095

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## **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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## **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**

**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, 20 September 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, 18 October 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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**CABINET MEMBER: ADULT SERVICES (SUPPORTING PEOPLE COMMISSIONING BODY)**

Nil

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

**Chill Out Fund 2011/12 - September 2011**

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

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

*Consultations: N/A*

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

*Contact: Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649 Ref: 2011/091*

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

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

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

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

*Consultations: N/A*

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

*Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981 Ref: 2011/092*

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

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

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

*Consultations: N/A*

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

*Contact: Lorna Baxter, Assistant Head of Finance (Corporate Finance) Tel: (01865) 323971 Ref: 2011/093*

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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, 20 September 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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## **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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## **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, Assistant Head of Finance (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, Assistant Head of Finance (Corporate Finance) Tel: (01865) 323971  
*Ref:* 2011/142

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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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### **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**

### **Saxon Centre - Big Society Fund/Asset Transfer Policy**

To consider a second bid to the Big Society Fund for the asset transfer of the Saxon Centre. This proposal is brought to Cabinet under the conditions of the cooling off period of the Asset Transfer Policy.

*Decision Maker and Target Date:* Cabinet, 20 September 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:* 2011/149

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### **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**

**Village Hall and Community Centre Grants 2011/12**

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 2011/12.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger Communities, 5 September 2011

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Karen Warren, Acting County Librarian Tel: (01865) 323580

*Ref:* 2011/090

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**Fire Control Room 999 Call Receipt and Mobilising Options Appraisal**

Following the termination of the National Department of Communities and Local Government FiReControl project an options appraisal is required to be considered and a way forward determined for 999 call receipt and mobilising for Oxfordshire Fire and Rescue Service's functions.

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

*Consultations:* OFRS Staff Representatives Bodies Neighbouring Fire and Rescue Services

*Report By:* Deputy Chief Fire Officer

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

*Ref:* 2011/016

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## **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 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, 2 November 2011*

*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 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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### **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, 15 November 2011*

*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**

### **Bus Subsidies**

Award of bus subsidy contracts to commence in December 2011 largely covering the Faringdon and Wantage area, along with commercial withdrawals elsewhere in Oxfordshire.

*Decision Maker and Target Date:* Cabinet Member for Transport, 1 September 2011

*Consultations:* Parish councils, parish transport representatives, county councillors, other stakeholders

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

*Contact:* Tim Darch, Assistant Public Transport Officer Tel: (01865) 815587

*Ref:* 2011/068

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### **Review of Funding for Locally Organised Transport Scheme for People with Mobility Impairments**

To consider a new funding agreement in support of the volunteer car scheme organised by the Wantage Independent Advice Centre.

*Decision Maker and Target Date:* Cabinet Member for Transport, 1 September 2011

*Consultations:* All affected parishes & Parish Transport Representatives, Oxfordshire Unlimited, ORCC, affected county councillors, other selected stakeholders

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

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

*Ref:* 2011/107

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### **Changes to Parking Controls in Iffley Road, Oxford**

To consider whether to implement a Traffic Regulation Order (TRO) making changes to parking in order to accommodate an advisory cycle lane southbound between The Plain and Jack Straw Lane.

*Decision Maker and Target Date:* Cabinet Member for Transport, 1 September 2011

*Consultations:* N/A

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

*Contact:* Joy White, Senior Transport Planner Tel: (01865) 815882

*Ref:* 2011/137

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### **Concessionary Fares**

To consider options for operating managing the scheme from April 2012.

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

*Consultations:* N/A

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

*Contact:* Andrew Fairweather, Project Manager, Customer Services  
Programme Team Tel: (01865) 323095 *Ref:* 2011/098

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### **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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### **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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## 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 - 20 September 2011

- **Further Electoral Review of Oxfordshire - Response to Draft Recommendations** 2011/147  
*Rachel Dunn, Senior Democracy Officer Tel: (01865) 815279*
- **Establishment Review - September 2011** 2011/094  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **Performance Management 1st Quarter Progress Report Against Priorities and Targets** 2011/095  
*Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384*
- **Development in the Oxfordshire Care Partnership Agreement** 2010/216  
*Laurence Dowden, Service Manager, Major Projects Tel: (01865) 323685*
- **Performance Management 2nd Quarter Progress Report Against Priorities and Targets** 2011/143  
*Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - July 2011** 2011/092  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17** 2011/093  
*Lorna Baxter, Assistant Head of Finance (Corporate Finance) Tel: (01865) 323971*
- **Property & Facilities Procurement - Scope of Contract** 2011/114  
*Roger Dyson, Project Manager Tel: (01865) 815665*
- **Saxon Centre - Big Society Fund/Asset Transfer Policy** 2011/149  
*Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384, Claire Phillips, Partnership Officer Tel: (01865) 323967*
- **Fire Control Room 999 Call Receipt and Mobilising Options Appraisal** 2011/016  
*Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*
- **Concessionary Fares** 2011/098  
*Andrew Fairweather, Project Manager, Customer Services Programme Team Tel: (01865) 323095*

## 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*
- **A Revised Policy for Transport Eligibility within Adult Services** 2011/140  
*Simon Kearey, Head of Strategy & Transformation Tel: (01865) 323571*
- **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*
- **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*
- **Developer Contributions to Service Infrastructure** 2011/048  
*Howard Cox, Team Leader - Developer Funding Tel: (01865) 810436*

## Cabinet - 15 November 2011

- **Establishment Review - November 2011** 2011/130  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **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, Assistant Head of Finance (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*

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- **Cotteslowe Primary School** 2011/120  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **St Edburgs CE Aided Primary School** 2011/135  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

### **Cabinet - 20 December 2011**

- **Approval of Contract Award Decision for Property Asset Management 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*
- **Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - December 2011** 2011/142  
*Lorna Baxter, Assistant Head of Finance (Corporate Finance) Tel: (01865) 323971*
- **Renewal of Real Time Information (RTI) System Contract** 2011/145  
*Chris Spry, Senior Transport Planner Tel: (01865) 815711*

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

- **Chill Out Fund 2011/12 - September 2011** 2011/091  
*Ruth Ashwell, Area Service Manager - Youth (Central) Tel: (01865) 810649*

### **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**

## The Forward Plan

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

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

- **Oxfordshire Minerals and Waste Development Framework - 2011/132 Annual Monitoring Report 2011**  
*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 - 5 September 2011**

- **Village Hall and Community Centre Grants 2011/12** 2011/090  
*Karen Warren, Acting County Librarian Tel: (01865) 323580*

### **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*

## The Forward Plan

- **St Christopher's Primary School** 2011/073  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **St Edburgs CE Aided Primary School** 2011/134  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

### **Cabinet Member for Transport - 1 September 2011**

- **Bus Subsidies** 2011/068  
*Tim Darch, Assistant Public Transport Officer Tel: (01865) 815587*
- **Review of Funding for Locally Organised Transport Scheme for People with Mobility Impairments** 2011/107  
*Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585*
- **Changes to Parking Controls in Iffley Road, Oxford** 2011/137  
*Joy White, Senior Transport Planner Tel: (01865) 815882*

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

- **Replacement of Commercial Bus Services** 2011/123  
*Allan Field, Bus Services Manager Tel: (01865) 815826*