

# **Forward Plan**

**September - December 2020** 

Ian Hudspeth Leader of the Council County Hall, Oxford OX1 1ND

Date Issued: 5 August 2020

#### 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 in Committee date order, Cabinet or Delegated Decision by Cabinet Member. (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. The Annex is in Cabinet Member portfolio order.

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.<sup>1</sup> 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.

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 (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND, 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 online<sup>3.</sup>

<sup>1</sup> Decision Making including Key Decisions - Main Menu > About your Council > Meetings > The Constitution > Part 2, Article 12 - Decision Making

<sup>2</sup> Agendas, Minutes & Reports - Main Menu > About your Council > Meetings > Browse Committee Papers

<sup>3</sup> Get Involved in Meetings – Main Menu > About your Council > Meetings > Get involved in meetings

# **Members of the Cabinet**

Cabinet Member	Main Areas of Responsibility
Leader of the Council Councillor lan Hudspeth	Strategy; corporate and community leadership; strategic communications; major external partnerships; regional and strategic infrastructure and planning; economic growth and development; Districts Liaison
Deputy Leader of the Council Councillor Mrs Judith Heathcoat	Governance and Internal management; HR & industrial relations; policy co-ordination; Fire & Rescue; Trading Standards; Gypsy and Travellers; Emergency Planning; the Prevent agenda
Cabinet Member for Adult Social Care & Public Health Councillor Lawrie Stratford	Adult Social Care; Public Health; Champion for Mental Health
Cabinet Member for Children & Family Services Councillor Steve Harrod	Statutory Lead Member for Children's Services
Cabinet Member for Council Business & Partnerships Councillor Ian Corkin	Partnerships including Cherwell Partnership Agreement; Broadband; ICT; Customer Services; Communications; Business Efficiency
Cabinet Member for Education & Cultural Services Councillor Lorraine Lindsay-Gale	Education Registration service, Library service, Coroner's service; Music service; Museum service; History service; Cultural services; Tourism
Cabinet Member for Environment Councillor Yvonne Constance OBE	Strategic highways & rail; minerals strategy; strategic waste & waste management; environment management; flooding; planning; Climate Change; Connecting Oxfordshire; Zero Emission Zone; Workplace Parking
Cabinet Member for Finance Councillor David Bartholomew	Finance; Property; Investment & Procurement; support for SMEs
Cabinet Member for Highways Delivery & Operations Councillor Liam Walker	Highways delivery and operations
Cabinet Member for Local Communities Councillor Mark Gray	Neighbourhood Plans; Local Community development; Community cohesion; Equalities; Voluntary and Community Sector relations; Oxfordshire Together; Community Funding; Member Locality Working

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
6 August 2020								
Oxford: Walton Street - Proposed Experimental Closure (Ref: 2019/185)  To seek approval of recommendations in relation to the Experimental Closure.	Cabinet Member for Environment (6 August 2020)	No	None	Key Stakeholders and Local Residents.	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 06/08/2020. Reason: Item deferred from 16 July 2020.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
18 August 2020								
Business Management & Monitoring Report - Quarter 1 - April - June 2020 (Ref: 2020/063)  To note and seek agreement of the report.  Joint Responsibility: Deputy Leader of the Council and Cabinet Member for Finance.	Cabinet (18 August 2020)	No	None	N/A		Deputy Leader of the Council Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786 Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Corporate Director Customers & Organisational Development Director of Finance
Revised Budget 2020/21 (Ref: 2020/114)  To seek agreement of the in year budget proposals.	Cabinet (18 August 2020)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Disposal of Development Sites to Oxford City Council (Ref: 2020/106)  To seek approval for the disposal of three sites to the City Council as a named purchaser.	Cabinet (18 August 2020)	No	Yes - Category 3 - Commercial Sensitive - Annex	N/A		Cabinet Member for Finance	Steve Jorden, Corporate Director - Commercial Development Assets & Investments Tel: 07881 588887  Karen Lister, Head of Estates and Strategy Tel: 07875 441940	Corporate Director - Commercial Development, Assets and Investment
9 September 2020								
Expansion of John Watson School (Ref: 2020/066)  To seek approval of a statutory proposal to expand John Watson School.	Cabinet Member for Education & Cultural Services (9 September 2020)	No	None	Statutory representations	Decision due date for Cabinet Member for Education & Cultural Services changed from 08/07/2020 to 09/09/2020. Reason: Consultation process delayed by COVID- 19.	Cabinet Member for Education & Cultural Services	Barbara Chillman, Service Manager, Pupil Place Planning Tel: 07554 103418	Director for Children's Services

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by		
15 September 2020	15 September 2020									
Delegated Powers - September 2020 (Ref: 2020/029)  To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.	Cabinet (15 September 2020)	No	None	N/A	Decision due date for Cabinet changed from 21/07/2020 to 15/09/2020. Reason: Deferred from July meeting.	Leader	Sue Whitehead, Principal Committee Officer Tel: 07393 001213	Director of Law & Governance		
Business Management & Monitoring Report - July 2020 (Ref: 2020/121)  To note and seek agreement of the report.  Joint Responsibility: Deputy Leader of the Council and Cabinet Member for Finance.	Cabinet (15 September 2020)	No	None	N/A		Deputy Leader of the Council Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786 Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Corporate Director Customers & Organisational Development Director of Finance		

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Workforce Report and Staffing Data - Quarter 1 - April - June 2020 (Ref: 2020/065)	Cabinet (15 September 2020)	No	None	N/A		Deputy Leader of the Council	Sarah Currell, HR Manager - Business Systems Tel: 07867 467793	Director of Human Resources
Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.								
High Needs Funding Uplift for Mainstream and Special Schools (Ref: 2020/098)  To seek agreement to the uplift in High Needs funding.	Cabinet (15 September 2020)	Yes - Revenue Expenditure > £500,000	None	Oxfordshire Schools Forum and Oxfordshire Secondary Schools		Cabinet Member for Education & Cultural Services	Jayne Howarth, Head of SEND Tel: 07776 996944	Head of SEND
Bicester Local Cycling & Walking Infrastructure Plan (LCWIP) (Ref: 2020/068)  To seek approval of the Bicester Local Cycling & Walking Infrastructure Plan (LCWIP) including its walking and cycling network plan, policies and targets (final draft following consultation).	Cabinet (15 September 2020)	Yes - Affects more than 1 division	None	Local members, Bicester Bicycle User Group, Bicester Town and District members		Cabinet Member for Environment	Patrick Lingwood, Active & Healthy Travel Officer Tel: 07741 607835	Director for Planning & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - June 2020 (Ref: 2020/026)  Financial report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet (15 September 2020)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance
Budget & Business Planning Report - 2021/22 - September 2020 (Ref: 2020/064)  To provide background and context to the service and resource planning process for 2021/22.	Cabinet (15 September 2020)	No	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
17 September 2020								
Forest Hill: A40 Laybys - Proposed Closure (Ref: 2020/047)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704  Tim Shickle, Group Manager (Asset Renewals) Tel: 07920 591545	Director for Community Operations (Interim)
North Hinksey: North Hinksey Lane and Lime Road - Proposed Waiting Restrictions (Ref: 2019/133) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Chesterton - Alchester Road - Proposed Waiting Restrictions (Ref: 2020/087) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Banbury: A361 South of Banbury - Proposed Prohibition of Motor Vehicles on Section of Road Superseded by New Road Layout (Ref: 2020/069)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Bloxham: A361 and Bloxham Grove Road - Proposed Extension of 30mph Speed Limit (Ref: 2020/032) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Cropredy: Proposed Extension of 30mph Speed Limit on Village Roads (Ref: 2020/071)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxford: Castle Street, Norfolk Street and Speedwell Street (West) - Access for Taxis and Private Hire Vehicles (Ref: 2020/058)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 18/06/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Eynsham: High Street and Other Locations - Proposed Waiting Restrictions (Ref: 2020/040)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 16/07/2020 to 17/09/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Mixbury - Proposed 20mph Speed Limit (Ref: 2020/107)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxford: Cowley Marsh and Hollow Way North - Proposed Amendments to CPZs (Ref: 2020/109)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Radley: Church Road - Proposed Zebra Crossing (Ref: 2020/110) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Upper Heyford: Camp Road - Proposed Zebra Crossing (Ref: 2020/111) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Witney: A415 Ducklington - Roundabout Extension of 30mph Speed Limit and New Close Lane Proposed Waiting Restrictions (Ref: 2020/112)  To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Goring: B4009 HIgh Street - Proposed Traffic Calming Measures (Ref: 2020/115) To seek approval of the proposals.	Cabinet Member for Environment (17 September 2020)	No	None	Key Stakeholders and Local Residents		Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704 Lee Turner, Principal Traffic Technician (Traffic Advice & Design) Tel: (01865) 815876	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
8 October 2020								
Minerals and Waste Annual Monitoring Report 2018 (Ref: 2020/062)  To seek approval of the Minerals and Waste Annual Monitoring Report 2018.	Cabinet Member for Environment (8 October 2020)	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 21/07/2020 to Cabinet Member for Environment on 08/10/2020. Reason: Changed from Cabinet to Cabinet Member for Environment/Further work required.	Cabinet Member for Environment	Charlotte Simms, Senior Minerals and Waste Planning Officer Tel: 07741 607726	Director for Planning & Place
Oxford: Navigation Way Area - Proposed CPZ (Ref: 2020/079)  To seek approval of the proposals.	Cabinet Member for Environment (8 October 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 17/09/2020 to 08/10/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Oxford: Sandhills Area - Proposed CPZ (Ref: 2020/078)  To seek approval of the proposals.	Cabinet Member for Environment (8 October 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 17/09/2020 to 08/10/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxford: Waterways Area - Proposed CPZ (Ref: 2020/077)  To seek approval of the proposals.	Cabinet Member for Environment (8 October 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 17/09/2020 to 08/10/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Oxford: New Marston Area - Proposed CPZ (Ref: 2020/076)  To seek approval of the proposals.	Cabinet Member for Environment (8 October 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 17/09/2020 to 08/10/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Long Wittenham: Didcot Road - Proposed Zebra Crossing and Revised Traffic Calming (Ref: 2020/008) To seek approval of the proposals.	Cabinet Member for Environment (8 October 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 17/09/2020 to 08/10/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by	
13 October 2020	13 October 2020								
Delegated Powers - October 2020 (Ref: 2020/082)  To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.	Cabinet (13 October 2020)	No	None	N/A		Leader	Sue Whitehead, Principal Committee Officer Tel: 07393 001213	Director of Law & Governance	
Business Management & Monitoring Report - August 2020 (Ref: 2020/089)  To note and seek agreement of the report.  Joint Responsibility: Deputy Leader of the Council and Cabinet Member for Finance.	Cabinet (13 October 2020)	No	None	N/A		Deputy Leader of the Council Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786 Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Corporate Director Customers & Organisational Development Director of Finance	

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxfordshire Safeguarding Adult Board Annual Report - 2019-20 (Ref: 2020/100)  To note the contents of the report.	Cabinet (13 October 2020)	No	None	N/A		Cabinet Member for Adult Social Care & Public Health	Steven Turner, OSAB Business Manager Tel: (01865) 328993	Deputy Director - Adult Social Care
The Oxfordshire Safeguarding Children's Board Annual Reports (including Board, Quality Assurance and Case Review Work) (Ref: 2020/083)  To seek agreement of the findings of the annual report.	Cabinet (13 October 2020)	No	None	N/A		Cabinet Member for Children & Family Services  Cabinet Member for Education & Cultural Services	Kay Bishop, Business Manager, OSCB Tel: (01865) 815849	Independent Chair of the Oxfordshire Safeguarding Children's Board
Improving Education Outcomes - a Strategic Review (Ref: 2020/084)  To adopt the Oxfordshire County Council Strategic Education Plan 2020/23.	Cabinet (13 October 2020)	No	None	Headteachers and Governors		Cabinet Member for Education & Cultural Services	Chris Hilliard, Deputy Director for Education Tel: 07881 518322	Deputy Director for Education

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Civil Parking Enforcement within Cherwell, South & Vale Districts (Ref: 2020/099)  To seek agreement to the application for CPE powers.	Cabinet (13 October 2020)	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Environment	Phil Whitfield, Principal Officer (Service Improvement) Tel: 07741 607809	Director for Community Operations (Interim)
Emergency Active Travel - Temporary Bus Gates (Ref: 2020/122)  To seek approval of the temporary introduction of 2 (with a possible 3rd) bus gate in the city to support the bus prioritisation and increasing space for cyclists and pedestrians in line with Government Emergency Active Travel guidance.	Cabinet (13 October 2020)	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Environment	Joanne Fellows, Growth Manager (Central) Tel: 07990 368897	Director for Planning & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
England's Economic Heartland draft Transport Strategy Consultation; Response from Oxfordshire County Council (EEH Consultation Period - 14 July to 3 October) (Ref: 2020/101)  To sign-off Oxfordshire County Council's response to the consultation.	Cabinet (13 October 2020)	No	None	N/A		Cabinet Member for Environment	James Gagg, Infrastructure Strategy Team Leader Tel: 07776 997303	Director for Planning & Place
Climate Action Framework (Ref: 2020/116)  To seek endorsement of the climate action framework.	Cabinet (13 October 2020)	No	None	N/A		Cabinet Member for Environment	Sarah Gilbert, Climate Action Team Leader Tel: 07867 467797	Corporate Director - Place & Growth
Capital Programme Monitoring Report - August 2020 (Ref: 2020/081)  Financial report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet (13 October 2020)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Highways Asset & Information Management Strategy & Plan (Ref: 2020/102)  To seek approval for the Highways Asset Management Strategy & Plan and Highways Information Strategy.	Cabinet (13 October 2020)	Yes - Revenue Expenditure > £500,000	None	Locality Meetings - Jan 2020 Capital Programme Annual Meeting - Nov 2019 Cabinet Advisor Group Meetings 2019 Internal Stakeholder Review Aug 2019		Cabinet Member for Highways Delivery & Operations	James Dance, Principal Officer - Asset Renewals Tel: 07392 318900, Tom Scholes, Group Manager - Asset Data & Systems Tel: 07774 335685	Director for Community Operations (Interim)
Equalities, Diversity and Inclusion Policy (Ref: 2020/113)  To seek agreement of an updated Equalities, Diversity and Inclusion policy and action plan.	Cabinet (13 October 2020)	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Local Communities	Samantha Shepherd, Senior Policy Officer Tel: 07789 088173	Corporate Director Customers & Organisational Development

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
17 November 2020								
Supporting People to Live Well at Home - Future Commissioning & Partnership Arrangements (Ref: 2020/061)  To inform Cabinet that we have gone out to the market for the recommissioning of Homecare and Reablement Contracts as per agreed decision making process.	Cabinet Member for Adult Social Care & Public Health (17 November 2020)	No	None	N/A	Decision due date for Cabinet Member for Adult Social Care & Public Health changed from 13/10/2020 to 17/11/2020. Reason: Further work required.	Cabinet Member for Adult Social Care & Public Health	Helen Wake, Strategic Commissioning Manager - Homecare Tel: 07554 103421	Head of Older People Commissioning & Markets
Business Management & Monitoring Report - September 2020 (Ref: 2020/094)  To note and seek agreement of the report.  Joint Responsibility: Deputy Leader of the Council and Cabinet Member for Finance.	Cabinet (17 November 2020)	No	None	N/A		Deputy Leader of the Council Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Corporate Director Customers & Organisational Development Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Workforce Report and Staffing Data - Quarter 2 - July - September 2020 (Ref: 2020/095)  Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.	Cabinet (17 November 2020)	No	None	N/A		Deputy Leader of the Council	Sarah Currell, HR Manager - Business Systems Tel: 07867 467793	Director of Human Resources
Treasury Management Mid-Term Review (2020/21) (Ref: 2020/093)  To provide a mid-term review of Treasury Management Activity in 2020/21 in accordance with the CIPFA code of practice.	Cabinet (17 November 2020)	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance
19 November 2020								
Oxford: Headington Quarry Area - Proposed CPZ (Ref: 2020/054) To seek approval of the proposals.	Cabinet Member for Environment (19 November 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 08/10/2020 to 19/11/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Brize Norton: Ting Tang Lane by A40 - Proposed Prohibition of Vehicles (Ref: 2020/055) To seek approval of the proposals.	Cabinet Member for Environment (19 November 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 08/10/2020 to 19/11/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Oxford: Cowley Centre West Area - Proposed CPZ (Ref: 2020/053)  To seek approval of the proposals.	Cabinet Member for Environment (19 November 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 08/10/2020 to 19/11/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)
Oxford: Cowley Centre East Area - Proposed CPZ (Ref: 2020/052) To seek approval of the proposals.	Cabinet Member for Environment (19 November 2020)	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Environment changed from 08/10/2020 to 19/11/2020. Reason: Further work required.	Cabinet Member for Environment	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	Director for Community Operations (Interim)

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
15 December 2020								
Business Management & Monitoring Report - October 2020 (Ref: 2020/105)  To note and seek agreement of the report.  Joint Responsibility: Deputy Leader of the Council and Cabinet Member for Finance.	Cabinet (15 December 2020)	No	None	N/A		Deputy Leader of the Council Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786 Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Corporate Director Customers & Organisational Development Director of Finance
Oxfordshire Local Aggregates Assessment 2020 (Ref: 2020/092)  To seek approval of the Oxfordshire Local Aggregates Assessment 2020.	Cabinet (15 December 2020)	Yes - Affects more than 1 division	None	Minerals & Waste Cabinet Advisory Group		Cabinet Member for Environment	Kevin Broughton, Principal Minerals Officer Tel: 07979 704458	Director for Planning & Place
Oxfordshire Plan 2050 Reg 18 Stage 2 Draft Consultation Document (Ref: 2020/048)  To consider and note the draft consultation document.	Cabinet (15 December 2020)	No	None	N/A		Cabinet Member for Environment	Dawn Pettis, Strategy Planning Team Leader Tel: (01865) 815320	Director for Planning & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - October 2020 (Ref: 2020/103)  Finance report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet (15 December 2020)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance
Budget & Business Planning Report 2021/22 - December 2020 (Ref: 2020/104)  To provide background and context to the service and resource planning process for 2021/22.	Cabinet (15 December 2020)	No	None	N/A		Cabinet Member for Finance	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	Director of Finance

# Decisions listed in this Plan for each Cabinet Member

For further details of the decisions see the corresponding item and reference number in the main part of the Plan. August 2020 items included for ease of reference.

Leader							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Delegated Powers - September 2020	Cabinet	15 September 2020	No	Sue Whitehead, Principal Committee Officer Tel: 07393 001213	2020/029		
Delegated Powers - October 2020	Cabinet	13 October 2020	No	Sue Whitehead, Principal Committee Officer Tel: 07393 001213	2020/082		

Deputy Leader of the Council and Cabinet Member for Finance							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Business Management & Monitoring Report - Quarter 1 - April - June 2020	Cabinet	18 August 2020	No	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/063		

Deputy Leader of the Council and Cabinet Member for Finance							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Business Management & Monitoring Report - July 2020	Cabinet	15 September 2020	No	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/121		
Business Management & Monitoring Report - August 2020	Cabinet	13 October 2020	No	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/089		
Business Management & Monitoring Report - September 2020	Cabinet	17 November 2020	No	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/094		

Deputy Leader of the Council and Cabinet Member for Finance								
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref			
Business Management & Monitoring Report - October 2020	Cabinet	15 December 2020	No	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786  Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/105			

Deputy Leader of the Council								
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref			
Workforce Report and Staffing Data - Quarter 1 - April - June 2020	Cabinet	15 September 2020	No	Sarah Currell, HR Manager - Business Systems Tel: 07867 467793	2020/065			
Workforce Report and Staffing Data - Quarter 2 - July - September 2020	Cabinet	17 November 2020	No	Sarah Currell, HR Manager - Business Systems Tel: 07867 467793	2020/095			

Cabinet Member for Adult Social Care & Public Health							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Oxfordshire Safeguarding Adult Board Annual Report - 2019-20	Cabinet	13 October 2020	No	Steven Turner, OSAB Business Manager Tel: (01865) 328993	2020/100		
Supporting People to Live Well at Home - Future Commissioning & Partnership Arrangements	Cabinet Member for Adult Social Care & Public Health	17 November 2020	No	Helen Wake, Strategic Commissioning Manager - Homecare Tel: 07554 103421	2020/061		

Cabinet Member for Children & Family Services and Cabinet Member for Education & Cultural Services							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
The Oxfordshire Safeguarding Children's Board Annual Reports (including Board, Quality Assurance and Case Review Work)	Cabinet	13 October 2020	No	Kay Bishop, Business Manager, OSCB Tel: (01865) 815849	2020/083		

Cabinet Member for Education & Cultural Services								
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref			
Expansion of John Watson School	Cabinet Member for Education & Cultural Services	9 September 2020	No	Barbara Chillman, Service Manager, Pupil Place Planning Tel: 07554 103418	2020/066			
High Needs Funding Uplift for Mainstream and Special Schools	Cabinet	15 September 2020	Yes - Revenue Expenditure > £500,000	Jayne Howarth, Head of SEND Tel: 07776 996944	2020/098			
Improving Education Outcomes - a Strategic Review	Cabinet	13 October 2020	No	Chris Hilliard, Deputy Director for Education Tel: 07881 518322	2020/084			

Cabinet Member for Environment							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Oxford: Walton Street - Proposed Experimental Closure	Cabinet Member for Environment	6 August 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2019/185		
Bicester Local Cycling & Walking Infrastructure Plan (LCWIP)	Cabinet	15 September 2020	Yes - Affects more than 1 division	Patrick Lingwood, Active & Healthy Travel Officer Tel: 07741 607835	2020/068		

Cabinet Member for Environment							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Forest Hill: A40 Laybys - Proposed Closure	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704 Tim Shickle, Group Manager (Asset Renewals) Tel: 07920 591545	2020/047		
North Hinksey: North Hinksey Lane and Lime Road - Proposed Waiting Restrictions	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2019/133		
Chesterton - Alchester Road - Proposed Waiting Restrictions	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/087		
Banbury: A361 South of Banbury - Proposed Prohibition of Motor Vehicles on Section of Road Superseded by New Road Layout	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/069		
Bloxham: A361 and Bloxham Grove Road - Proposed Extension of 30mph Speed Limit	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/032		
Cropredy: Proposed Extension of 30mph Speed Limit on Village Roads	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/071		

Cabinet Member for Environment						
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref	
Oxford: Castle Street, Norfolk Street and Speedwell Street (West) - Access for Taxis and Private Hire Vehicles	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/058	
Eynsham: High Street and Other Locations - Proposed Waiting Restrictions	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/040	
Mixbury - Proposed 20mph Speed Limit	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/107	
Oxford: Cowley Marsh and Hollow Way North - Proposed Amendments to CPZs	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/109	
Radley: Church Road - Proposed Zebra Crossing	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/110	
Upper Heyford: Camp Road - Proposed Zebra Crossing	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/111	
Witney: A415 Ducklington - Roundabout Extension of 30mph Speed Limit and New Close Lane Proposed Waiting Restrictions	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/112	

Cabinet Member for Environment							
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref		
Goring: B4009 HIgh Street - Proposed Traffic Calming Measures	Cabinet Member for Environment	17 September 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704 Lee Turner, Principal Traffic Technician (Traffic Advice & Design) Tel: (01865) 815876	2020/115		
Minerals and Waste Annual Monitoring Report 2018	Cabinet Member for Environment	8 October 2020	Yes - Affects more than 1 division	Charlotte Simms, Senior Minerals and Waste Planning Officer Tel: 07741 607726	2020/062		
Oxford: Navigation Way Area - Proposed CPZ	Cabinet Member for Environment	8 October 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/079		
Oxford: Sandhills Area - Proposed CPZ	Cabinet Member for Environment	8 October 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/078		
Oxford: Waterways Area - Proposed CPZ	Cabinet Member for Environment	8 October 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/077		
Oxford: New Marston Area - Proposed CPZ	Cabinet Member for Environment	8 October 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/076		

Cabinet Member for Environment					
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref
Long Wittenham: Didcot Road - Proposed Zebra Crossing and Revised Traffic Calming	Cabinet Member for Environment	8 October 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/008
Civil Parking Enforcement within Cherwell, South & Vale Districts	Cabinet	13 October 2020	Yes - Affects more than 1 division	Phil Whitfield, Principal Officer (Service Improvement) Tel: 07741 607809	2020/099
Emergency Active Travel - Temporary Bus Gates	Cabinet	13 October 2020	Yes - Affects more than 1 division	Joanne Fellows, Growth Manager (Central) Tel: 07990 368897	2020/122
England's Economic Heartland draft Transport Strategy Consultation; Response from Oxfordshire County Council (EEH Consultation Period - 14 July to 3 October)	Cabinet	13 October 2020	No	James Gagg, Infrastructure Strategy Team Leader Tel: 07776 997303	2020/101
Climate Action Framework	Cabinet	13 October 2020	No	Sarah Gilbert, Climate Action Team Leader Tel: 07867 467797	2020/116
Oxford: Headington Quarry Area - Proposed CPZ	Cabinet Member for Environment	19 November 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/054

Cabinet Member for Environment					
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref
Brize Norton: Ting Tang Lane by A40 - Proposed Prohibition of Vehicles	Cabinet Member for Environment	19 November 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/055
Oxford: Cowley Centre West Area - Proposed CPZ	Cabinet Member for Environment	19 November 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/053
Oxford: Cowley Centre East Area - Proposed CPZ	Cabinet Member for Environment	19 November 2020	No	Hugh Potter, Group Manager - Area Operations Hub Tel: 07766 998704	2020/052
Oxfordshire Local Aggregates Assessment 2020	Cabinet	15 December 2020	Yes - Affects more than 1 division	Kevin Broughton, Principal Minerals Officer Tel: 07979 704458	2020/092
Oxfordshire Plan 2050 Reg 18 Stage 2 Draft Consultation Document	Cabinet	15 December 2020	No	Dawn Pettis, Strategy Planning Team Leader Tel: (01865) 815320	2020/048

Cabinet Member for Finance					
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref
Revised Budget 2020/21	Cabinet	18 August 2020	Yes - Revenue Expenditure > £500,000	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/114
Disposal of Development Sites to Oxford City Council	Cabinet	18 August 2020	No	Steve Jorden, Corporate Director - Commercial Development Assets & Investments Tel: 07881 588887  Karen Lister, Head of Estates and Strategy Tel: 07875 441940	2020/106
Capital Programme Monitoring Report - June 2020	Cabinet	15 September 2020	Yes - Capital Expenditure >£1m	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/026
Budget & Business Planning Report - 2021/22 - September 2020	Cabinet	15 September 2020	No	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/064
Capital Programme Monitoring Report - August 2020	Cabinet	13 October 2020	Yes - Capital Expenditure >£1m	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/081
Treasury Management Mid-Term Review (2020/21)	Cabinet	17 November 2020	No	Tim Chapple, Treasury Manager Tel: 07917 262935	2020/093

Cabinet Member for Finance					
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref
Capital Programme Monitoring Report - October 2020	Cabinet	15 December 2020	Yes - Capital Expenditure >£1m	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/103
Budget & Business Planning Report 2021/22 - December 2020	Cabinet	15 December 2020	No	Hannah Doney, Head of Corporate Finance Tel: 07584 174654	2020/104

Cabinet Member for Highways Delivery & Operations						
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref	
Highways Asset & Information Management Strategy & Plan	Cabinet	13 October 2020	Yes - Revenue Expenditure > £500,000	James Dance, Principal Officer - Asset Renewals Tel: 07392 318900 Tom Scholes, Group Manager - Asset Data & Systems Tel: 07774 335685	2020/102	

Cabinet Member for Local Communities					
Item to be considered	Decision Maker	Date	Key Decision (yes/no)	Contact Officer	Plan Ref
Equalities, Diversity and Inclusion Policy	Cabinet	13 October 2020	Yes - Affects more than 1 division	Samantha Shepherd, Senior Policy Officer Tel: 07789 088173	2020/113