

Forward Plan

June - September 2014

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Leader of the Council
County Hall, Oxford OX1 1ND

Date Issued: 1 May 2014



**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 & Culture (Democratic Services), 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.

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 & Culture (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</p> <p>Oxford City Council liaison and Oxford City Local Strategic Partnership</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</p> <p>West Oxfordshire District Council liaison and West Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Adult Social Care</i> Councillor Mrs Judith Heathcoat</p>	<p>Adult Social Care</p> <p>Vale of White Horse District Council liaison and Vale of White Horse Local Strategic Partnership</p>
<p><i>Cabinet Member for Business & Customer Services</i> Councillor Nick Carter</p>	<p>Customer Services; Communications; ICT; support to SME's; Property</p>
<p><i>Cabinet Member for Children, Education & Families</i> Councillor Melinda Tilley</p>	<p>Education and Statutory Lead member for Children's Services</p>
<p><i>Cabinet Member for Cultural & Community Services</i> Councillor Lorraine Lindsay-Gale</p>	<p>Registration service, library service, Coroner's service; adult learning; cultural services; tourism</p>
<p><i>Cabinet Member for Environment</i> Councillor David Nimmo Smith</p>	<p>Strategic planning with Oxfordshire; minerals strategy; waste management; environment management; transport</p> <p>South Oxfordshire District Council liaison and South Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Finance</i> Councillor Arash Fatemian</p>	<p>Finance</p>
<p><i>Cabinet Member for Policy Co-ordination</i> Councillor Louise Chapman</p>	<p>Policy co-ordination; Fire & rescue; Trading Standards; equalities; localities; community cohesion</p>
<p><i>Cabinet Member for Public Health & the Voluntary Sector</i> Councillor Hilary Hibbert-Biles</p>	<p>Public Health and voluntary and community sector</p> <p>Cherwell District Council liaison and Cherwell Local Strategic Partnership</p>

The Forward Plan

CABINET MEMBER: LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

Appointments 2014/15

To consider member appointments to a variety of bodies which in different ways support the discharge of the Council's Executive function.

Decision Maker and Target Date: **Cabinet, 17 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: County Solicitor & Monitoring Officer

Contact: Sue Whitehead, Principal Committee Officer Tel: (01865) 810262

Ref: 2014/061

Delegated Powers of the Chief Executive - July 2014

To report on a quarterly basis any executive decisions 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). It is not for scrutiny call in.

Decision Maker and Target Date: **Cabinet, 15 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Head of Law & Culture

Contact: Sue Whitehead, Principal Committee Officer Tel: (01865) 810262

Ref: 2014/021

CABINET MEMBER: DEPUTY LEADER OF THE COUNCIL

KEY DECISIONS

Flood Risk Management Strategy

To seek members approval of the draft Flood Risk Management Strategy prior to formal public consultation.

Decision Maker and Target Date: **Cabinet, 13 May 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 28/01/2014 to 13/05/2014. Reason: Further work required.
Key Decision: Yes - Affects more than 1 division
Exempt Information: None
Consultations: District and Key Stakeholders
Report By: Deputy Director for Environment & Economy - Commercial & Delivery
Contact: Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435 Ref: 2013/079

NON-KEY DECISIONS

Staffing Report - Quarter 4 - 2013

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

Decision Maker and Target Date: **Cabinet, 13 May 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Head of Human Resources
Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280 Ref: 2013/180

Externalisation of Back Office/School Facing Services - Next Steps

The report provides an update and next steps in the externalisation of corporate facing HR and finance back office services and the joint venture proposal to cover school back office and schools learning and foundation years.

Decision Maker and Target Date: **Cabinet, 17 June 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Executive
Contact: Lorna Baxter, Chief Finance Officer Tel: (01865) 323971, Steve Munn, Head of Human Resources Tel: (01865) 815191 Ref: 2014/074

Oxfordshire Growth Board

To seek approval of the Constitution of the Oxfordshire Growth Board.

Decision Maker and Target Date: **Cabinet, 17 June 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 13/05/2014 to 17/06/2014. Reason: Further work required.
Key Decision: No
Exempt Information: None
Consultations: Relevant stakeholders
Report By: Director for Environment & Economy
Contact: Tom Flanagan, Service Manager – Planning, Environment & Transport Policy Tel: (01865) 815691 Ref: 2014/052

Cabinet Business Monitoring Report for Quarter 4

To note and seek agreement of the report.

Decision Maker and Target Date: **Cabinet, 15 July 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Head of Policy
Contact: Maggie Scott, Head of Policy Tel: (01865) 816081 Ref: 2014/020

Staffing Report - Quarter 1 - 2014

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

Decision Maker and Target Date: **Cabinet, 16 September 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Head of Human Resources

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

Ref: 2014/054

CABINET MEMBER: ADULT SOCIAL CARE

KEY DECISIONS

NIL

NON-KEY DECISIONS

Section 75 Agreement

To approve amendments to the agreement that governs the pooled budget arrangements between health and social care.

Decision Maker and Target Date: **Cabinet, 17 June 2014**

Reason for amendment (if any) Decision due date for Cabinet changed from 13/05/2014 to 17/06/2014. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Developed jointly with Oxfordshire Clinical Commissioning Group

Report By: Director for Social & Community Services

Contact: Ben Threadgold, Strategy & Performance Manager Tel: (01865) 328219

Ref: 2014/013

CABINET MEMBER: BUSINESS & CUSTOMER SERVICES

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

CABINET MEMBER: CHILDREN, EDUCATION & FAMILIES

KEY DECISIONS

NIL

NON-KEY DECISIONS

Recommendations of the Cabinet Advisory Group (CAG) on the Strategic Assurance Framework for Safeguarding Children & Young People

To agree the recommendations of the CAG to allow officers to develop a delivery plan with clear timescales and ownership for implementation.

Decision Maker and Target Date: **Cabinet, 13 May 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Cabinet Advisory Group for Children's & Young People's Safeguarding Assurance Arrangements

Contact: Peter Clark, Head of Law & Governance Tel: (01865) 323907, Hannah Farncombe, Safeguarding Manager Tel: (01865) 815273

Ref: 2014/073

School Specification for New Primary School for West Witney

To seek approval of school specification for new primary school in Witney.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 19 May 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Ref: 2014/041

Alteration of Age Range at Carterton Community College, to Establish Post-16 Education

To seek approval of the final decision.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 July 2014**

Reason for amendment (if any) Decision due by Cabinet on 17/06/2014 changed to Cabinet Member for Children, Education & Families Delegated Decision on 14/07/2014. Reason: Full Cabinet have already given full support after initial public consultation.

Key Decision: No

Exempt Information: None

Consultations: Statutory notice

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Ref: 2014/042

Pre Schools on Maintained School Sites Under Licence or Lease: Proposed New Charging Arrangements

To seek approval.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 July 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 28/04/2014 to 14/07/2014. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: None

Report By: Director for Children's Services

Contact: Debbie Rouget, Early Years & Childcare Sufficiency & Access
Manager Tel: (01865) 810617 Ref: 2014/035

Pupil Place Plan 2014/15 - 2017/18

To approve the revised Pupil Place Plan for Oxfordshire.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 July 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 28/04/2014 to 14/07/2014. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Oxfordshire Schools, School Organisation Stakeholder
Groups

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445
Ref: 2014/006

Bicester School - Capacity Strategy

To approve the proposed strategy for school capacity in Bicester.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445
Ref: 2014/003

School Specification for New Primary School for Banbury at Longford Park (Bankside)

To seek approval of the school specification for new primary school in Banbury.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Ref: 2014/043

Recommended Sponsor for the New Primary School for Barton, Oxford

To seek approval of Oxfordshire County Council's recommended sponsor before submission to Secretary of State for Education.

Decision Maker and Target Date: **Cabinet, 15 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Bidding process for potential sponsors

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Ref: 2014/044

Recommended Sponsor for the First New Primary School for NW Bicester

To seek approval of Oxfordshire County Council's recommended sponsor before submission to Secretary of State for Education.

Decision Maker and Target Date: **Cabinet, 15 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Bidding process for potential sponsors

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Ref: 2014/045

Modification to Approved Alteration of Age Range at St Edburg's CE (VA) Primary School, Bicester

To seek approval of modification to implementation date of alteration to age range.

Decision Maker and Target Date: **Cabinet, 15 July 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: Oxford Diocese
Report By: Director for Children's Services
Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445
Ref: 2014/046

Progress Report on Placement Strategy

To note the progress on the Strategy.

Decision Maker and Target Date: **Cabinet, 15 July 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Director for Children's Services
Contact: Matthew Edwards, Corporate Parenting Manager Tel: (01865) 323098
Ref: 2014/070

CABINET MEMBER: CULTURAL & COMMUNITY SERVICES

KEY DECISIONS

Museum Service Forward Plan

The Museum Service is currently applying for accreditation under the Arts Council Accreditation Scheme which is the UK standard for museums. It defines good practice and identifies agreed standards, thereby encouraging development. In order to gain Accreditation, the Services Forward Plan must be approved by its governing body. This report seeks that approval.

Decision Maker and Target Date: **Cabinet Member for Cultural & Community Services, 28 July 2014**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: N/A

Report By: Head of Law & Culture

Contact: Carol Anderson, Museum Service Manager Tel: (01993) 814105

Ref: 2014/072

Village Hall and Community Centre Grants 2014/15

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 applications received and recommends allocations from the grant fund for 2014/15.

Decision Maker and Target Date: **Cabinet Member for Cultural & Community Services, 8 September 2014**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: N/A

Report By: Head of Law & Culture

Contact: Karen Warren, Cultural Services Manager Tel: (01865) 323580

Ref: 2014/057

NON-KEY DECISIONS

NIL

CABINET MEMBER: ENVIRONMENT (INCLUDING TRANSPORT)

KEY DECISIONS

Dissolution of the Oxfordshire Waste Partnership

To seek approval to proceed with the dissolution of the Oxfordshire Waste Partnership.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: No specific consultation has been undertaken, though the funding withdrawal was detailed specifically as a budget saving in the papers approved by Council in February.

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

Contact: Tom Flanagan, Service Manager – Planning, Environment & Transport Policy Tel: (01865) 815691 Ref: 2014/062

Statutory Rights of Way Management Plan

To seek approval of the plan after consultation.

Decision Maker and Target Date: **Cabinet, 15 July 2014**

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: Consultation with relevant stakeholders is underway and runs until 18 April 2014.

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

Contact: Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435 Ref: 2014/023

Highways Asset Management Plan

To seek approval of the proposed Highways Asset Management Plan.

Decision Maker and Target Date:

Cabinet, 15 July 2014

Reason for amendment (if any)

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: The document has been developed in conjunction with the Transport Advisory Panel working group.

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

Contact: Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435 Ref: 2014/050

NON-KEY DECISIONS

SVUK Winnaway Cycle Improvement Project

Report on results of public consultation and seek approval to proceed with conversion and construction. Consultation will include three sub-schemes:

- Winnaway Bridleway
- A4185 Shared-Use Path
- A417 Junctions, Harwell

Decision Maker and Target Date:

Cabinet Member for Environment, 15 May 2014

Reason for amendment (if any)

Decision due date for Cabinet Member for Environment changed from 24/04/2014 to 15/05/2014. Reason: To allow time for consultation to be completed.

Key Decision: No

Exempt Information: None

Consultations: Consultations to be undertaken with frontages to the scheme, emergency services, local Councils and Councillors, vulnerable user groups and others as appropriate during February 2014. Any objections will be included in the reports.

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

Contact: Lydia Dunsdon, Engineer Tel: (01865) 815287 Ref: 2013/184

Proposed Traffic Calming and Puffin Crossing - Middleton Stoney Road, Bicester

To consider objections to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 15 May 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key stakeholders and local residents.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/040

Proposed Disabled Persons Parking Places - Oxford City and West Oxfordshire

To seek approval to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 15/05/2014 to 12/06/2014. Reason: Further consultation needed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/031

Proposed Environmental Weight Restriction - Timms Estate - Banbury

To seek approval to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 15/05/2014 to 12/06/2014. Reason: To allow time for consultation to be completed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/034

Proposed Amendments to Headington Central CPZ

To seek approval to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 15/05/2014 to 12/06/2014. Reason: To allow time for consultation to be completed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/032

Proposed Minor Changes to Magdalen Road (North) CPZs

To seek approval to proceed.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/038

Proposed Amendments to Parking Restrictions - Corn Street, Witney

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/063

Proposed Puffin Crossing - A417 Stanford in the Vale

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/064

Position Statement on Major Development Proposals for Ground-Mounted Solar PV Arrays

To seek endorsement of the position statement as the County Council's view on the principle of ground-mounted solar PV development and the issues to be considered when developing planning applications for major solar energy proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

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

Contact: Linda Currie, Planning Strategy Officer Tel: (01865) 810432

Ref: 2014/071

Proposed Amendments to Residents Parking Scheme - Abingdon

To seek approval to proceed.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 12/06/2014 to 24/07/2014. Reason: Further consultation needed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2013/017

Proposed Parking Restrictions - Radley

To seek approval to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 12/06/2014 to 24/07/2014. Reason: Further consultation needed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/033

Proposed Parking Restrictions - David Nicholls Close and Sandford Road, Littlemore

To seek approval to the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 12/06/2014 to 24/07/2014. Reason: Further consultation needed.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/030

Oxford : Frideswide Square Pre Works - Traffic Regulation Orders

Report on results of public consultation on new, and amendments to existing, traffic regulation orders (TRO's) and seek approval to proceed to construction of the pre-works to Beckett Street and Worcester Street prior to the main Frideswide Square works. Consultation is required on numerous TRO's and the conversion of areas of existing footway to shared use (footway/cycleway) facility.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Consultation to be undertaken with frontages to the scheme, emergency services, local councils and Councillors, vulnerable user groups and other key stakeholders as appropriate during May 2014. Any objections will be included in the report.

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/058

Proposed Puffin Crossing - A417 East Challow

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/065

Proposed Zebra Crossing - A415 Kingston Bagpuize

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/066

Proposed Parking Restrictions - Wolvercote

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/067

Proposed Parking Restrictions in Vicinity of Worcester Place, Jericho

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/068

Proposed Parking Restrictions - Various Locations, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 24 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Ref: 2014/069

CABINET MEMBER: FINANCE

KEY DECISIONS

NIL

NON-KEY DECISIONS

Provisional 2013/14 Revenue and Capital Outturn

To consider the 2013/14 outturn report and virements.

Decision Maker and Target Date: **Cabinet, 17 June 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2014/001

2014/15 Financial Monitoring & Business Strategy Delivery Report - May 2014

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

Decision Maker and Target Date: **Cabinet, 15 July 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2014/018

Treasury Management 2013/14 Outturn

To review Treasury Management activity in 2013/14 in accordance with the CIPFA code of practice.

Decision Maker and Target Date: **Cabinet, 15 July 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Greg Ley, Financial Manager - Pension Fund Investments Tel: (01865) 323978 Ref: 2014/019

Service & Resource Planning Report 2015/16 - 2018/19 - September 2014

To provide background and context to the service and resource planning process for 2015/16 – 2018/19.

Decision Maker and Target Date: **Cabinet, 16 September 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Finance Officer
Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2014/053

CABINET MEMBER: POLICY CO-ORDINATION

KEY DECISIONS

NIL

NON-KEY DECISIONS

Equality Policy 2012-17: Annual Update for 2013/14 and Action Plan for 2014/15

To set out the Council's progress in the second year of the "Equality Policy 2012-2017", approved by Cabinet on 13 March 2012. To seek approval for an updated Action Plan for 2014/15.

Decision Maker and Target Date: **Cabinet, 13 May 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Head of Policy
Contact: Alison Yates, Senior Policy Officer Tel: (01865) 815214

Ref: 2014/051

Provision of Gypsy and Traveller Services to Ealing Council

To seek approval to enter into an agreement with Ealing Council for the provision of traveller site management services to that Council.

Decision Maker and Target Date: **Cabinet Member for Policy Co-ordination, 19 May 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Director for Social & Community Services
Contact: Richard Webb, Trading Standards & Community Safety Manager Tel: (01865) 815791

Ref: 2014/047

Enforcement Policy for Weight Restriction Enforcement in Oxfordshire

To seek approval of the prosecution policy relating to the breaches of weight restrictions in Oxfordshire.

Decision Maker and Target Date:

Cabinet Member for Policy Co-ordination, 14 July 2014

Reason for amendment (if any)

Decision due date for Cabinet Member for Policy Co-ordination changed from 19/05/2014 to 14/07/2014. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Fire Officer

Contact: Richard Webb, Trading Standards & Community Safety Manager Tel: (01865) 815791 Ref: 2013/156

Community Risk Management Action Plan (CRMP) Fire & Rescue - Draft

To seek approval of the draft Community Risk Management Plan – Fire & Rescue.

Decision Maker and Target Date:

Cabinet Member for Policy Co-ordination, 8 September 2014

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Fire Officer

Contact: Matt Carlile, Business & Improvement Manager Tel: (01865) 855211 Ref: 2014/056

CABINET MEMBER: PUBLIC HEALTH & THE VOLUNTARY SECTOR

KEY DECISIONS

Local Residential Detoxification Project (Howard House)

To seek approval of the incurring expenditure for the commissioning of the Local Residential Detoxification Project (Howard House) and to delegate to the Director of Public Health, following consultation with the Cabinet Member for Public Health & the Voluntary Sector, the authority to determine tenders and contracts in order to secure provision of services.

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 14 May 2014**

Reason for amendment (if any)

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

Exempt Information: None

Consultations: N/A

Report By: Director of Public Health

Contact: Clare Dodwell, Joint Commissioning Manager - DAAT Tel: (01865) 815162 Ref: 2014/048

Smoking Cessation Programme

To seek approval of the incurring of expenditure for the commissioning of the smoking cessation programme and to delegate to the Director of Public Health, following consultation with the Cabinet Member for Public Health & the Voluntary Sector, the authority to determine tenders and contracts in order to secure provision of services.

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 25 June 2014**

Reason for amendment (if any)

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

Exempt Information: None

Consultations: N/A

Report By: Director of Public Health

Contact: Rebecca Cooper, Consultant in Public Health Tel: (01865) 328553 Ref: 2014/059

Provision of Adult Drug and Alcohol Treatment Services

To seek approval of the incurring of expenditure for the commissioning of the Adult Drug and Alcohol Treatment Services and to delegate to the Director of Public Health, following consultation with the Cabinet Member for Public Health & the Voluntary Sector, the authority to determine tenders and contracts in order to secure provision of services.

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 25 June 2014**

Reason for amendment (if any)

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

Exempt Information: None

Consultations: N/A

Report By: Director of Public Health

Contact: Jo Melling, Head of Commissioning - Drugs & Alcohol Tel: (01865) 328664 Ref: 2014/060

NON-KEY DECISIONS

Chill Out Fund 2014/15 - May 2014

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

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 14 May 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Youth, Engagement & Opportunities - Service Manager

Contact: Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649 Ref: 2013/183

Chill Out Fund 2014/15 - June 2014

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

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 25 June 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Youth, Engagement & Opportunities - Service Manager

Contact: Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649 Ref: 2014/002

Chill Out Fund 2014/15 - July 2014

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

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 16 July 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Youth, Engagement & Opportunities - Service Manager

Contact: Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager

Tel: (01865) 810649

Ref: 2014/022

Chill Out Fund 2014/15 - September 2014

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

Decision Maker and Target Date: **Cabinet Member for Public Health & the Voluntary Sector, 3 September 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Youth, Engagement & Opportunities - Service Manager

Contact: Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager

Tel: (01865) 810649

Ref: 2014/055

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. May 2014 items included for ease of reference.

Cabinet - 13 May 2014

- **Flood Risk Management Strategy** 2013/079
Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435
- **Staffing Report - Quarter 4 - 2013** 2013/180
Sue Corrigan, Strategic HR Manager Tel: (01865) 810280
- **Recommendations of the Cabinet Advisory Group (CAG) on the Strategic Assurance Framework for Safeguarding Children & Young People** 2014/073
Peter Clark, Head of Law & Governance Tel: (01865) 323907, Hannah Farncombe, Safeguarding Manager Tel: (01865) 815273
- **Equality Policy 2012-17: Annual Update for 2013/14 and Action Plan for 2014/15** 2014/051
Alison Yates, Senior Policy Officer Tel: (01865) 815214

Cabinet - 17 June 2014

- **Appointments 2014/15** 2014/061
Sue Whitehead, Principal Committee Officer Tel: (01865) 810262
- **Externalisation of Back Office/School Facing Services - Next Steps** 2014/074
Lorna Baxter, Chief Finance Officer Tel: (01865) 323971, Steve Munn, Head of Human Resources Tel: (01865) 815191
- **Oxfordshire Growth Board** 2014/052
Tom Flanagan, Service Manager – Planning, Environment & Transport Policy Tel: (01865) 815691
- **Section 75 Agreement** 2014/013
Ben Threadgold, Strategy & Performance Manager Tel: (01865) 328219
- **Provisional 2013/14 Revenue and Capital Outturn** 2014/001
Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

The Forward Plan

Cabinet - 15 July 2014

- **Delegated Powers of the Chief Executive - July 2014** 2014/021
Sue Whitehead, Principal Committee Officer Tel: (01865) 810262
- **Cabinet Business Monitoring Report for Quarter 4** 2014/020
Maggie Scott, Head of Policy Tel: (01865) 816081
- **Recommended Sponsor for the New Primary School for Barton, Oxford** 2014/044
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Recommended Sponsor for the First New Primary School for NW Bicester** 2014/045
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Modification to Approved Alteration of Age Range at St Edburg's CE (VA) Primary School, Bicester** 2014/046
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Progress Report on Placement Strategy** 2014/070
Matthew Edwards, Corporate Parenting Manager Tel: (01865) 323098
- **Statutory Rights of Way Management Plan** 2014/023
Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435
- **Highways Asset Management Plan** 2014/050
Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435
- **2014/15 Financial Monitoring & Business Strategy Delivery Report - May 2014** 2014/018
Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995
- **Treasury Management 2013/14 Outturn** 2014/019
Greg Ley, Financial Manager - Pension Fund Investments Tel: (01865) 323978

Cabinet - 16 September 2014

- **Staffing Report - Quarter 1 - 2014** 2014/054
Sue Corrigan, Strategic HR Manager Tel: (01865) 810280
- **Service & Resource Planning Report 2015/16 - 2018/19 - September 2014** 2014/053
Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

Cabinet Member for Children, Education & Families - 19 May 2014

- **School Specification for New Primary School for West Witney** 2014/041
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Children, Education & Families - 14 July 2014

- **Alteration of Age Range at Carterton Community College, to Establish Post-16 Education** 2014/042
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Pre Schools on Maintained School Sites Under Licence or Lease: Proposed New Charging Arrangements** 2014/035
Debbie Rouget, Early Years & Childcare Sufficiency & Access Manager Tel: (01865) 810617
- **Pupil Place Plan 2014/15 - 2017/18** 2014/006
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **Bicester School - Capacity Strategy** 2014/003
Diane Cameron, School Organisation Officer Tel: (01865) 816445
- **School Specification for New Primary School for Banbury at Longford Park (Bankside)** 2014/043
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Cultural & Community Services - 28 July 2014

- **Museum Service Forward Plan** 2014/072
Carol Anderson, Museum Service Manager Tel: (01993) 814105

Cabinet Member for Cultural & Community Services - 8 September 2014

- **Village Hall and Community Centre Grants 2014/15** 2014/057
Karen Warren, Cultural Services Manager Tel: (01865) 323580

Cabinet Member for Environment - 15 May 2014

- **SVUK Winnaway Cycle Improvement Project** 2013/184
Lydia Dunsdon, Engineer Tel: (01865) 815287

The Forward Plan

- **Proposed Traffic Calming and Puffin Crossing - Middleton Stoney Road, Bicester** 2014/040
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Cabinet Member for Environment - 12 June 2014

- **Dissolution of the Oxfordshire Waste Partnership** 2014/062
Tom Flanagan, Service Manager – Planning, Environment & Transport Policy Tel: (01865) 815691
- **Proposed Disabled Persons Parking Places - Oxford City and West Oxfordshire** 2014/031
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Environmental Weight Restriction - Timms Estate - Banbury** 2014/034
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Amendments to Headington Central CPZ** 2014/032
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Minor Changes to Magdalen Road (North) CPZs** 2014/038
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Amendments to Parking Restrictions - Corn Street, Witney** 2014/063
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Puffin Crossing - A417 Stanford in the Vale** 2014/064
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Position Statement on Major Development Proposals for Ground-Mounted Solar PV Arrays** 2014/071
Linda Currie, Planning Strategy Officer Tel: (01865) 810432

Cabinet Member for Environment - 24 July 2014

- **Proposed Amendments to Residents Parking Scheme - Abingdon** 2013/017
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - Radley** 2014/033
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - David Nicholls Close and Sandford Road, Littlemore** 2014/030
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

The Forward Plan

- **Oxford : Frideswide Square Pre Works - Traffic Regulation Orders** 2014/058
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Puffin Crossing - A417 East Challow** 2014/065
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Zebra Crossing - A415 Kingston Bagpuize** 2014/066
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - Wolvercote** 2014/067
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions in Vicinity of Worcester Place, Jericho** 2014/068
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - Various Locations, Oxford** 2014/069
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Cabinet Member for Policy Co-ordination - 19 May 2014

- **Provision of Gypsy and Traveller Services to Ealing Council** 2014/047
*Richard Webb, Trading Standards & Community Safety Manager
Tel: (01865) 815791*

Cabinet Member for Policy Co-ordination - 14 July 2014

- **Enforcement Policy for Weight Restriction Enforcement in Oxfordshire** 2013/156
*Richard Webb, Trading Standards & Community Safety Manager
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- **Community Risk Management Action Plan (CRMP) Fire & Rescue - Draft** 2014/056
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Cabinet Member for Public Health & the Voluntary Sector - 14 May 2014

- **Local Residential Detoxification Project (Howard House)** 2014/048
Clare Dodwell, Joint Commissioning Manager - DAAT Tel: (01865) 815162
- **Chill Out Fund 2014/15 - May 2014** 2013/183
Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649

Cabinet Member for Public Health & the Voluntary Sector - 25 June 2014

- **Smoking Cessation Programme** 2014/059
Rebecca Cooper, Consultant in Public Health Tel: (01865) 328553
- **Provision of Adult Drug and Alcohol Treatment Services** 2014/060
Jo Melling, Head of Commissioning - Drugs & Alcohol Tel: (01865) 328664
- **Chill Out Fund 2014/15 - June 2014** 2014/002
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Cabinet Member for Public Health & the Voluntary Sector - 16 July 2014

- **Chill Out Fund 2014/15 - July 2014** 2014/022
Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649

Cabinet Member for Public Health & the Voluntary Sector - 3 September 2014

- **Chill Out Fund 2014/15 - September 2014** 2014/055
Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649