

Forward Plan

August - November 2014

Ian Hudspeth

Leader of the Council
County Hall, Oxford OX1 1ND

Date Issued: 4 July 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; music 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 the Fire Service & Corporate Plan</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

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

Governance Review 2014

To seek views to give to the Monitoring Officer on his draft recommendations on the Governance Review of the Council's decision-making arrangements, prior to formal submission of the recommendations by the Monitoring Officer to Full Council for decision.

Decision Maker and Target Date: **Cabinet, 16 September 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 15/07/2014 to 16/09/2014. Reason: Further work required.
Key Decision: No
Exempt Information: None
Consultations: All Councillors, Audit & Governance Committee, Performance Scrutiny Committee, Governance Review Sounding Board
Report By: County Solicitor & Monitoring Officer
Contact: Peter Clark, County Solicitor & Monitoring Officer Tel: (01865) 323907
Ref: 2014/080

Delegated Powers of the Chief Executive - October 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, 21 October 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: 2014/078

CABINET MEMBER: DEPUTY LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

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, 15 July 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 17/06/2014 to 15/07/2014. Reason: Further work required.
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

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: Chief Human Resources Officer
Contact: Sue Corrigan, County HR Manager Tel: (01865) 810280 Ref: 2014/054

Cabinet Business Monitoring Report for Quarter 1

To note and seek agreement of the report.

Decision Maker and Target Date: **Cabinet, 21 October 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: 2014/077

Staffing Report - Quarter 2 - 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, 25 November 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Human Resources Officer

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

Ref: 2014/096

CABINET MEMBER: ADULT SOCIAL CARE

KEY DECISIONS

NIL

NON-KEY DECISIONS

Outcome Based Contracting

To seek agreement to the inclusion of Social Care services in Outcomes Based Contracting.

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: Director for Social & Community Services

Contact: Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577

Ref: 2014/091

CABINET MEMBER: BUSINESS & CUSTOMER SERVICES

KEY DECISIONS

Didcot Great Western Park - Primary School

To seek to endorse the progress to date and to delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the Stage 2 Full Business Case and the award of the construction contract.

Joint Responsibility: Cabinet Members for Business & Customer Services and Children, Education & Families.

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

Reason for amendment (if any)

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

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

Consultations: N/A

Report By: Director for Environment & Economy

Contact: Trevor Askew, Service Manager - Property & Procurement Tel: (01865) 323678 Ref: 2014/092

NON-KEY DECISIONS

NIL

CABINET MEMBER: CHILDREN, EDUCATION & FAMILIES

KEY DECISIONS

NIL

NON-KEY DECISIONS

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

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

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

SEND (Special Educational Needs & Disabilities) Reforms

To note the significant changes to SEND and disabilities and the implications for the Council.

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: Janet Johnson, Children with SEN Manager Tel: (01865) 815129
Ref: 2014/089

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, 8 September 2014**
Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 14/07/2014 to 08/09/2014. Reason: Awaiting further information.
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

Ofsted Inspection of Children's Services

To note and endorse the Council's response to the recent Ofsted Inspection of Children's Services.

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: Director for Children's Services
Contact: Lucy Butler, Deputy Director for Children's Social Care & YOS Tel: (01865) 815165

Ref: 2014/093

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, 6 October 2014**
Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 14/07/2014 to 06/10/2014. Reason: Further work and consultation 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

Oxfordshire Safeguarding Children Board (OSCB) Annual Report - Relevant Issues

To note the contents of the report.

Decision Maker and Target Date: **Cabinet, 21 October 2014**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Director for Children's Services
Contact: Hannah Farncombe, Safeguarding Manager Tel: (01865) 815273

Ref: 2014/103

Progress Report on CLA and Leaving Care

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

Decision Maker and Target Date: **Cabinet, 25 November 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: 2014/097

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

NON-KEY DECISIONS

NIL

CABINET MEMBER: ENVIRONMENT (INCLUDING TRANSPORT)

KEY DECISIONS

Oxfordshire Minerals and Waste Local Plan - Review of Statement of Community Involvement

To seek agreement to a draft revision of the Council's Mineral and Waste Statement of Community involvement for public 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: N/A
Report By: Interim Deputy Director for Environment & Economy - Strategy & Infrastructure Planning
Contact: Chris Kenneford, Service Manager - Planning & Regulations Tel: (01865) 815615 Ref: 2014/081

Statutory Rights of Way Management Plan

To seek approval of the plan after consultation.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 15/07/2014 to 09/10/2014. Reason: Change from Cabinet to Cabinet Member meeting.
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

Oxfordshire Minerals and Waste Local Plan: Core Strategy - Proposed Submission Document

To seek agreement to the Minerals & Waste Local Plan: Core Strategy – Proposed Submission Document, setting out the Council’s proposed planning strategy and policies for minerals and waste developments in Oxfordshire to 2030, for publication for comment and submission to the Secretary of State for examination.

Decision Maker and Target Date: **Cabinet, 25 November 2014**
Reason for amendment (if any) Decision due date for Cabinet changed from 21/10/2014 to 25/11/2014. Reason: Further work required.

Key Decision: Yes - Affects more than 1 division
Exempt Information: None
Consultations: Public consultation on Draft Plan – February-April 2014; Engagement with key stakeholders under duty to co-operate; Minerals and Waste Cabinet Advisory Group.

Report By: Interim Deputy Director for Environment & Economy - Strategy & Infrastructure Planning
Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2014/026

NON-KEY DECISIONS

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, 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 work required.

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 Puffin Crossing - A417 Stanford in the Vale

To seek approval of 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 work required.

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

Proposed Amendments to Parking Restrictions - Corn Street, Witney

To seek approval of 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: 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: 2014/063

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 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 - 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

Proposed Pedestrian Crossing - Windmill School, Margaret Road, Headington

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: 2014/082

Proposed Coach Parking Places - Oxford City Council

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: 2014/083

Proposed Parking Restrictions - Various Locations, Banbury

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: 2014/084

Proposed Disabled Persons Parking Place - West Oxfordshire - Part 2

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: 2014/102

Proposed Minor Changes to Magdalen Road (North) CPZs

To seek approval to proceed.

Decision Maker and Target Date: **Cabinet Member for Environment, 4 September 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 12/06/2014 to 04/09/2014. Reason: Further work required.

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 Zebra Crossing - A415 Kingston Bagpuize

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 4 September 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/07/2014 to 04/09/2014. Reason: Further work required.

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 Puffin Crossing - A417 East Challow

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 4 September 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/07/2014 to 04/09/2014. Reason: Further work required.

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 Amendments to Parking Restrictions - Marston Road, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 04/09/2014 to 09/10/2014. Reason: Further work required.

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: 2014/088

Proposed Amendments to Parking Restrictions - Park Road, Faringdon

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 04/09/2014 to 09/10/2014. 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: 2014/087

Proposed Parking Restrictions - Various Laybys on A40/A418

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 04/09/2014 to 09/10/2014. 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: 2014/086

Woodstock Town Centre Parking Review

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 04/09/2014 to 09/10/2014. 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: 2014/085

Bridge Street, Witney - Proposed Zebra Crossing

The report highlights objections raised to and seeks approval of a new pedestrian crossing in Bridge Street, Witney, to help pedestrians cross this busy urban street.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: Yes - Categories 1 & 2 - Personal Information - Annex

Consultations: Stakeholders, street notices and a letter drop

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

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

Ref: 2014/094

Oxford: Frideswide Square Main Works - Traffic Regulation Orders

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 9 October 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: 2014/101

Proposed Amendments to Residents Parking Scheme - Abingdon

To seek approval to proceed.

Decision Maker and Target Date: **Cabinet Member for Environment, 6 November 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/07/2014 to 06/11/2014. Reason: Further work required.

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, 6 November 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/07/2014 to 06/11/2014. Reason: Further work required.

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

CABINET MEMBER: FINANCE

KEY DECISIONS

NIL

NON-KEY DECISIONS

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: Lewis Gosling, Financial Manager (Trainee) - Treasury Management Tel: (01865) 323988 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

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

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

Decision Maker and Target Date: **Cabinet, 21 October 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: 2014/076

Treasury Management Mid Term Review (2014/15)

To provide a mid term review of Treasury Management activity in 2014/15 in accordance with the CIPFA code of practice.

Decision Maker and Target Date: **Cabinet, 25 November 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: 2014/095

CABINET MEMBER: FIRE SERVICE & CORPORATE PLAN

KEY DECISIONS

NIL

NON-KEY DECISIONS

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 the Fire Service & Corporate Plan, 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

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 the Fire Service & Corporate Plan, 6 October 2014**

Reason for amendment (if any) Decision due date for Cabinet Member for the Fire Service & Corporate Plan changed from 14/07/2014 to 06/10/2014. 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

Operational Assurance Audit Action Plan

To seek approval for the strategic objectives in the operational assurance action plan.

Decision Maker and Target Date: **Cabinet Member for the Fire Service & Corporate Plan, 6 October 2014**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Fire Officer

Contact: Simon Furlong, Assistant Chief Fire Officer Tel: (01865) 855206

Ref: 2014/104

CABINET MEMBER: PUBLIC HEALTH & THE VOLUNTARY SECTOR

KEY DECISIONS

Public Health Annual Report

To recommend Council to receive the report and note its recommendations.

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: N/A

Report By: Director of Public Health

Contact: Rebecca Cooper, Consultant in Public Health Tel: (01865) 328553

Ref: 2014/090

NON-KEY DECISIONS

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

Chill Out Fund 2014/15 - October 2014

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

Decision Maker and Target Date:

**Cabinet Member for Public Health & the
Voluntary Sector, 15 October 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: 2014/079

Chill Out Fund 2014/15 - November 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, 26 November 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: 2014/098

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. July 2014 items included for ease of reference.

Cabinet - 15 July 2014

- **Delegated Powers of the Chief Executive - July 2014** 2014/021
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
- **Cabinet Business Monitoring Report for Quarter 4** 2014/020
Maggie Scott, Head of Policy Tel: (01865) 816081
- **Didcot Great Western Park - Primary School** 2014/092
Trevor Askew, Service Manager - Property & Procurement Tel: (01865) 323678
- **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
- **SEND (Special Educational Needs & Disabilities) Reforms** 2014/089
Janet Johnson, Children with SEN Manager Tel: (01865) 815129
- **Oxfordshire Minerals and Waste Local Plan - Review of Statement of Community Involvement** 2014/081
Chris Kenneford, Service Manager - Planning & Regulations Tel: (01865) 815615
- **2014/15 Financial Monitoring & Business Strategy Delivery Report - May 2014** 2014/018
Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

The Forward Plan

- **Treasury Management 2013/14 Outturn** 2014/019
*Lewis Gosling, Financial Manager (Trainee) - Treasury Management
Tel: (01865) 323988*
- **Public Health Annual Report** 2014/090
Rebecca Cooper, Consultant in Public Health Tel: (01865) 328553

Cabinet - 16 September 2014

- **Governance Review 2014** 2014/080
*Peter Clark, County Solicitor & Monitoring Officer Tel: (01865)
323907*
- **Staffing Report - Quarter 1 - 2014** 2014/054
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **Outcome Based Contracting** 2014/091
*Benedict Leigh, Strategic Commissioner - Adults Tel: (01865)
323577*
- **Ofsted Inspection of Children's Services** 2014/093
*Lucy Butler, Deputy Director for Children's Social Care & YOS Tel:
(01865) 815165*
- **Service & Resource Planning Report 2015/16 -
2018/19 - September 2014** 2014/053
*Stephanie Skivington, Corporate Finance Manager Tel: (01865)
323995*

Cabinet - 21 October 2014

- **Delegated Powers of the Chief Executive - October
2014** 2014/078
Sue Whitehead, Principal Committee Officer Tel: (01865) 810262
- **Cabinet Business Monitoring Report for Quarter 1** 2014/077
Maggie Scott, Head of Policy Tel: (01865) 816081
- **Oxfordshire Safeguarding Children Board (OSCB)
Annual Report - Relevant Issues** 2014/103
Hannah Farncombe, Safeguarding Manager Tel: (01865) 815273
- **2014/15 Financial Monitoring & Business Strategy
Delivery Report - August 2014** 2014/076
*Stephanie Skivington, Corporate Finance Manager Tel: (01865)
323995*

Cabinet - 25 November 2014

- **Staffing Report - Quarter 2 - 2014** 2014/096
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **Progress Report on CLA and Leaving Care** 2014/097
Matthew Edwards, Corporate Parenting Manager Tel: (01865) 323098
- **Oxfordshire Minerals and Waste Local Plan: Core Strategy - Proposed Submission Document** 2014/026
Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544
- **Treasury Management Mid Term Review (2014/15)** 2014/095
Greg Ley, Financial Manager - Pension Fund Investments Tel: (01865) 323978

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
- **Pupil Place Plan 2014/15 - 2017/18** 2014/006
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 Children, Education & Families - 8 September 2014

- **Bicester School - Capacity Strategy** 2014/003
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Children, Education & Families - 6 October 2014

- **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

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 Environment - 24 July 2014

- **Position Statement on Major Development Proposals for Ground-Mounted Solar PV Arrays** 2014/071
Linda Currie, Planning Strategy Officer Tel: (01865) 810432
- **Proposed Puffin Crossing - A417 Stanford in the Vale** 2014/064
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
- **Oxford : Frideswide Square Pre Works - Traffic Regulation Orders** 2014/058
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 - Various Locations, Oxford** 2014/069
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Pedestrian Crossing - Windmill School, Margaret Road, Headington** 2014/082
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Coach Parking Places - Oxford City Council** 2014/083
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - Various Locations, Banbury** 2014/084
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Disabled Persons Parking Place - West Oxfordshire - Part 2** 2014/102
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Cabinet Member for Environment - 4 September 2014

- **Proposed Minor Changes to Magdalen Road (North) CPZs** 2014/038
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

The Forward Plan

- **Proposed Zebra Crossing - A415 Kingston Bagpuize** 2014/066
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Puffin Crossing - A417 East Challow** 2014/065
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Cabinet Member for Environment - 9 October 2014

- **Statutory Rights of Way Management Plan** 2014/023
Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435
- **Proposed Amendments to Parking Restrictions - Marston Road, Oxford** 2014/088
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Amendments to Parking Restrictions - Park Road, Faringdon** 2014/087
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Proposed Parking Restrictions - Various Laybys on A40/A418** 2014/086
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Woodstock Town Centre Parking Review** 2014/085
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Bridge Street, Witney - Proposed Zebra Crossing** 2014/094
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364
- **Oxford: Frideswide Square Main Works - Traffic Regulation Orders** 2014/101
Jim Daughton, Service Manager - Delivery Tel: (01865) 323364

Cabinet Member for Environment - 6 November 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

Cabinet Member for the Fire Service & Corporate Plan - 8 September 2014

- **Community Risk Management Action Plan (CRMP) Fire & Rescue - Draft** 2014/056
Matt Carlile, Business & Improvement Manager Tel: (01865) 855211

Cabinet Member for the Fire Service & Corporate Plan - 6 October 2014

- **Enforcement Policy for Weight Restriction Enforcement in Oxfordshire** 2013/156
Richard Webb, Trading Standards & Community Safety Manager Tel: (01865) 815791
- **Operational Assurance Audit Action Plan** 2014/104
Simon Furlong, Assistant Chief Fire Officer Tel: (01865) 855206

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

Cabinet Member for Public Health & the Voluntary Sector - 15 October 2014

- **Chill Out Fund 2014/15 - October 2014** 2014/079
Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649

**Cabinet Member for Public Health & the Voluntary Sector - 26
November 2014**

- **Chill Out Fund 2014/15 - November 2014** 2014/098
*Ruth Ashwell, Youth, Engagement & Opportunities - Service
Manager Tel: (01865) 810649*