

Forward Plan

December 2016 - March 2017

Ian Hudspeth

Leader of the Council
County Hall, Oxford OX1 1ND

Date Issued: 3 November 2016



**OXFORDSHIRE
COUNTY COUNCIL**

The Cabinet's Forward Plan: Introduction

This Forward Plan outlines the decisions which are expected to be made over the coming four-month period by or on behalf of the County Council's Cabinet. **NB Also included, for ease of reference, are items for the current month.**

The Plan is arranged according to the responsibility areas of the various members of the Cabinet. (The members and their portfolios are listed in the table on the next page.) Each entry briefly describes the subject and scope of the decision; indicates the "target date" on which the decision is expected to be taken and by whom (eg whether the full Cabinet or an individual Cabinet Member); what documents (normally a report by an officer) are expected to be considered; and contact details for the officer(s) dealing with the matter.

Where consultation is being carried out prior to the decision being taken, the principal consultees are specified. The method of consultation will normally be by letter or – where the views of the wider public are to be sought – by press coverage, supplemented by local notices if the decision affects a particular area. Other methods, such as exhibitions, opinion surveys, community forums etc, may be used to supplement these.

The lists include any "key decisions" - those which are "significant" under the terms of government regulations. In general, a key decision may not be taken unless notice of it has been included in the Forward Plan. More detailed information on what is a key decision can be found in the Council's Constitution on the Council's website.¹ This can also be inspected at County Hall.

However, the Council has decided that Oxfordshire's Forward Plan should include all those matters which are expected to come before the Cabinet in the period of the Plan, whether or not they may give rise to key decisions.

If any key decisions are expected to be taken by officers within the Plan period under powers delegated by the Cabinet, these are included in the Plan. A timetable for all the decisions listed in the Plan appears in an Annex at the end of the Plan.

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online². Copies can be supplied on request, at a charge to cover copying costs.

Making Representations about Forward Plan Items

Anyone who wishes to make representations about a particular matter listed in the Plan should send their comments so as to reach the County Council at least a week before it is due to be considered. Comments should be either:

- posted to "Forward Plan", Law & Governance (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND or
- delivered in person to the same address or
- e-mailed to forward.plan@oxfordshire.gov.uk.

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the working day before the matter is due to be considered. A form is available from Democratic Support Team, Law & Governance (Democratic Services), (contact as above, or telephone Oxford 810806) or online³.

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

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

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

Members of the Cabinet

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

The Forward Plan

CABINET MEMBER: LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

Senior Management Review

To consider the outcome of the Senior Management Review and agree the next steps.

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

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: County Director

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

Senior Management Review - Proposed Structure

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

Decision Maker and Target Date: **Cabinet, 20 December 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: County Director

Contact: Steve Munn, Chief HR Officer Tel: (01865) 815191 Ref: 2016/127

Delegated Powers - January 2017

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

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

CABINET MEMBER: DEPUTY LEADER OF THE COUNCIL

KEY DECISIONS

NIL

NON-KEY DECISIONS

Staffing Report - Quarter 2 - 2016

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

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: N/A
Report By: Chief Human Resources Officer
Contact: Sue Corrigan, County HR Manager Tel: (01865) 810280
Ref: 2016/060

Business Management & Monitoring Report for Quarter 2 - January 2017

To note and seek agreement of the report.

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

Staffing Report - Quarter 3 - 2016

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

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

Final OFRS Community Risk Management Plan 2017-22

To seek approval of the Final OFRS Community Risk Management Plan 2017-22.

Decision Maker and Target Date: **Cabinet, 14 March 2017**
Reason for amendment (if any)
Key Decision: No
Exempt Information: None
Consultations: Three months public, staff, representative bodies consultation via OCC e-consult October-December 2016
Report By: Chief Fire Officer
Contact: Richard Smith, Review Manager Tel: (01865) 855216 Ref: 2016/114

CABINET MEMBER: ADULT SOCIAL CARE

KEY DECISIONS

Housing Related Support Pooled Budget Agreement

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

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

Carers' Strategy and Carers' Personal Budgets

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

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

Daytime Support Review

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

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

NON-KEY DECISIONS

NIL

CABINET MEMBER: CHILDREN, EDUCATION & FAMILIES

KEY DECISIONS

NIL

NON-KEY DECISIONS

Revised Pupil Place Plan for Oxfordshire

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

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 14 November 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 05/09/2016 to 14/11/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

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

Report By: Director for Children's Services

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

Ref: 2016/063

Adopt Thames Valley

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

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

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

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Director for Children's Services

Contact: Hannah Farncombe, Deputy Director, Corporate Parenting & Safeguarding Tel: (01865) 815273 Ref: 2016/068

A Strategy for Unaccompanied Asylum Seeking Children

To note and seek approval of the strategy.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 15 December 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Director for Children's Services

Contact: Delia Mann, Area Social Care Manager Tel: 07824 498791

Ref: 2016/116

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

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

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 15 December 2016**

Reason for amendment (if any) Decision due date for Cabinet Member for Children, Education & Families changed from 10/10/2016 to 15/12/2016. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Director for Children's Services

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

Expansion of Launton CE Primary School

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

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 23 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation followed by publication of a statutory notice

Report By: Director for Children's Services

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445 Ref: 2016/109

Expansion of West Witney Primary School

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

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 23 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation followed by publication of a statutory notice

Report By: Director for Children's Services

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

Ref: 2016/110

Proposed Expansion of Chesterton CE (VA) Primary School

Whether to approve the expansion of Chesterton CE (VA) Primary School from September 2018 onwards.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Families, 20 March 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Public consultation followed by publication of a Statutory Notice

Report By: Director for Children's Services

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

Ref: 2016/115

CABINET MEMBER: ENVIRONMENT (INCLUDING TRANSPORT)

KEY DECISIONS

Electrification Programme Update - Steventon Proposals including Compulsory Purchase Order

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

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.
Key Decision: Yes - Revenue Expenditure > £500,000
Exempt Information: Yes - Category 3 - Commercial Sensitive - Annex
Consultations: Key Stakeholders and Local Residents.
Report By: Acting Director for Environment & Economy
Contact: Richard Warren, Strategic Manager - Project Delivery Tel: 07748 112169 Ref: 2016/099

Household Waste Recycling Centre Management and Revised Waste Acceptance Policy

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

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.
Key Decision: Yes - Affects more than one division and revenue expenditure > £500,000
Exempt Information: Yes - Category 3 - commercial sensitive information - Annex
Consultations: Oxfordshire Residents, HWRC Users, District and Local Councils.
Report By: Acting Director for Environment & Economy
Contact: Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867 Ref: 2016/067

Oxford Workplace Parking Levy

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

Decision Maker and Target Date: **Cabinet, 22 November 2016**
Reason for amendment (if any) Decision due date for Cabinet changed from 18/10/2016 to 22/11/2016. Reason: Further work required.
Key Decision: Yes - Affects more than one division and revenue expenditure > £500,000
Exempt Information: Yes - Category 3 - commercial sensitive information - Annex
Consultations: Key Stakeholders
Report By: Acting Director for Environment & Economy
Contact: Martin Kraftl, Principal Infrastructure Planner Tel: 07920 084336
Ref: 2016/081

Oxfordshire Minerals & Waste Annual Monitoring Report 2016

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

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**
Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/11/2016 to 12/01/2017. Reason: Further work required.
Key Decision: Yes - Affects more than 1 division
Exempt Information: None
Consultations: Minerals & Waste Cabinet Advisory Group
Report By: Acting Deputy Director for Environment & Economy - Strategy & Infrastructure Planning
Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544
Ref: 2016/061

Oxfordshire Minerals & Waste Local Plan - Core Strategy

To seek approval of:

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

Decision Maker and Target Date: **Cabinet, 24 January 2017**

Reason for amendment (if any) Decision due date for Cabinet changed from 20/12/2016 to 24/01/2017. Reason: Further work required.

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

Report By: Acting Director for Environment & Economy

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

School Crossing Patrol Policy

To seek approval of a new policy.

Decision Maker and Target Date: **Cabinet, 24 January 2017**

Reason for amendment (if any) Decision due date for Cabinet changed from 22/11/2016 to 24/01/2017. Reason: Further work required.

Key Decision: Yes - Affects more than 1 division

Exempt Information: None

Consultations: N/A

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

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

A40 Stage 1 Business Case

To note the business case for the scheme, along with the initial outcome from the public consultation and seek agreement to support the proceedings with associate costs and financial risks of moving to the next stage of the A40 scheme.

Decision Maker and Target Date: **Cabinet, 21 February 2017**

Reason for amendment (if any)

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

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

Consultations: Stakeholder consultation – August to September 2016, public consultation – December 2016 to January 2017

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

Contact: Hugo Terry, Principal Project Sponsor Tel: 07785 453288

Ref: 2016/128

NON-KEY DECISIONS

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

To seek approval of the proposals.

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

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

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Proposed Residents Parking Scheme - William Lucy Way, Oxford

To seek approval of the proposals.

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

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

Key Decision: No

Exempt Information: None

Consultations: N/A

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

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

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

To seek approval of the proposals.

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

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

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

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

To seek approval of the proposals.

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

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

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Proposed Waiting Restrictions - Various Roads, Bicester

To seek approval of the proposals.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Proposed Access for Pedal Cyclists - Sheep Street, Bicester

To seek approval of the proposals.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

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

To seek approval of the proposals.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Proposed Puffin Crossing - London Road, Wheatley

To seek approval of the proposals.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

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

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

To seek approval of the proposals.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Countryside Access Prioritisation Strategy

To seek approval of the strategy - Priority Caseload Approach.

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

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

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

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

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

Proposed Amendments to Residents Parking Bays - Worcester Place, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/11/2016 to 12/01/2017. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Revised Arrangements for Visitor Parking Permits - Abingdon and Henley

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any) Decision due date for Cabinet Member for Environment changed from 24/11/2016 to 12/01/2017. Reason: Further work required.

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents.

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

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

Proposed Traffic Calming Amendments, Waiting Restrictions and Zebra Crossing - Bankside, Banbury

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304 Ref: 2016/118

Proposed Toucan Crossing and 30mph Speed Limit - A361 Southam Road, Banbury

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304 Ref: 2016/119

Proposed 30mph Speed Limit - Kingston Business Park, Kingston Bagpuize

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304 Ref: 2016/120

Proposed 20mph Speed Limit - Islip

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304 Ref: 2016/121

Proposed Waiting Restrictions - Hanney Road, Steventon

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304 Ref: 2016/122

Proposed Waiting Restrictions - Wood Farm, Oxford

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12
January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel:
(01865) 323304 Ref: 2016/123

Review of Waiting Restriction Proposals - Great Western Park, Didcot

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12
January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel:
(01865) 323304 Ref: 2016/124

Proposed Waiting Restrictions - Grove Road, Sonning Common

To seek approval of the proposals.

Decision Maker and Target Date: **Cabinet Member for Environment, 12
January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel:
(01865) 323304 Ref: 2016/125

Minor Speed Limit Changes - B4017 Abingdon Road, Drayton

To seek approval of the proposals.

Decision Maker and Target Date:

**Cabinet Member for Environment, 12
January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

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

Contact: Owen Jenkins, Service Manager for Highways, Transport & Waste Tel:
(01865) 323304 Ref: 2016/126

CABINET MEMBER: FINANCE

KEY DECISIONS

NIL

NON-KEY DECISIONS

Treasury Management Mid Term Review (2016/17)

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

Decision Maker and Target Date:

Cabinet, 22 November 2016

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Finance Officer

Contact: Donna Ross, Principal Finance Manager - Treasury Pension Tel:
(01865) 323976 Ref: 2016/059

Transition Fund

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

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

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

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

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

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

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

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

Concluding Report of the Income Generation Cabinet Advisory Group

Cabinet will be presented by the concluding report and recommendations of the Income Generation Cabinet Advisory Group which has been active in its current guise since April 2015.

Decision Maker and Target Date: **Cabinet, 20 December 2016**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chair of the Income Generation Cabinet Advisory Group

Contact: Claire Phillips, Senior Policy Officer Tel: 07785 453260

Ref: 2016/117

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

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

Decision Maker and Target Date: **Cabinet, 24 January 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Finance Officer

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

Ref: 2016/086

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

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

Decision Maker and Target Date: **Cabinet, 21 February 2017**

Reason for amendment (if any)

Key Decision: No

Exempt Information: None

Consultations: N/A

Report By: Chief Finance Officer

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

Ref: 2016/102

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

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

CABINET MEMBER: PROPERTY, CULTURAL & COMMUNITY SERVICES

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

CABINET MEMBER: PUBLIC HEALTH

KEY DECISIONS

NIL

NON-KEY DECISIONS

NIL

Timetable for Decisions listed in this Plan

For further details of the decisions see the corresponding item and reference number in the main part of the Plan. November 2016 items included for ease of reference.

Cabinet - 22 November 2016

- **Senior Management Review** 2016/017
Steve Munn, Chief HR Officer Tel: (01865) 815191
- **Staffing Report - Quarter 2 - 2016** 2016/060
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **Housing Related Support Pooled Budget Agreement** 2016/084
Natalia Lachkou, Commissioning Manager Tel: 07881 500344
- **Adopt Thames Valley** 2016/068
Hannah Farncombe, Deputy Director, Corporate Parenting & Safeguarding Tel: (01865) 815273
- **Electrification Programme Update - Steventon Proposals including Compulsory Purchase Order** 2016/099
Richard Warren, Strategic Manager - Project Delivery Tel: 07748 112169
- **Household Waste Recycling Centre Management and Revised Waste Acceptance Policy** 2016/067
Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867
- **Oxford Workplace Parking Levy** 2016/081
Martin Kraftl, Principal Infrastructure Planner Tel: 07920 084336
- **Treasury Management Mid Term Review (2016/17)** 2016/059
Donna Ross, Principal Finance Manager - Treasury Pension Tel: (01865) 323976
- **Transition Fund** 2016/113
Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Cabinet - 20 December 2016

- **Senior Management Review - Proposed Structure** 2016/127
Steve Munn, Chief HR Officer Tel: (01865) 815191
- **2016/17 Financial Monitoring & Business Strategy Report - October 2016** 2016/073
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
- **Service & Resource Planning Report - 2016/17 - December 2016** 2016/074
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518
- **Concluding Report of the Income Generation Cabinet Advisory Group** 2016/117
Claire Phillips, Senior Policy Officer Tel: 07785 453260

Cabinet - 24 January 2017

- **Delegated Powers - January 2017** 2016/088
Sue Whitehead, Principal Committee Officer Tel: 07393 001213
- **Business Management & Monitoring Report for Quarter 2 - January 2017** 2016/087
Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250
- **Carers' Strategy and Carers' Personal Budgets** 2016/089
Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
- **Daytime Support Review** 2016/104
Benedict Leigh, Strategic Commissioner - Adults Tel: (01865) 323577
- **Oxfordshire Minerals & Waste Local Plan - Core Strategy** 2016/070
Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544
- **School Crossing Patrol Policy** 2016/045
Dariusz Seroczynski, Highways Network Manager Tel: (01865) 815629
- **Service & Resource Planning Report - 2017/18 - January 2017** 2016/086
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Cabinet - 21 February 2017

- **Staffing Report - Quarter 3 - 2016** 2016/103
Sue Corrigan, County HR Manager Tel: (01865) 810280
- **A40 Stage 1 Business Case** 2016/128
Hugo Terry, Principal Project Sponsor Tel: 07785 453288
- **2016/17 Financial Monitoring & Business Strategy Delivery Report - December 2016** 2016/102
Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518

Cabinet - 14 March 2017

- **Final OFRS Community Risk Management Plan 2017-22** 2016/114
Richard Smith, Review Manager Tel: (01865) 855216

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

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

Cabinet Member for Children, Education & Families - 15 December 2016

- **A Strategy for Unaccompanied Asylum Seeking Children** 2016/116
Delia Mann, Area Social Care Manager Tel: 07824 498791
- **Space Standards for New Primary Schools in Oxfordshire - Proposed Changes (Early Years and SEN Provision)** 2016/076
Kevin Griffin, Service Manager - School Organisation & Planning Tel: (01865) 816457

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

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

The Forward Plan

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

Cabinet Member for Children, Education & Families - 20 March 2017

- **Proposed Expansion of Chesterton CE (VA) Primary School** 2016/115
Diane Cameron, School Organisation Officer Tel: (01865) 816445

Cabinet Member for Environment - 24 November 2016

- **Proposed Amendments to Parking Restrictions - Frenchay Road and Elizabeth Jennings Way, Oxford** 2016/083
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Proposed Residents Parking Scheme - William Lucy Way, Oxford** 2016/082
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Proposed Amendments to Traffic and Access Restrictions - Queen Street, Oxford** 2016/035
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Horton View and Ruskin Road, Banbury - Proposed Waiting and Parking Restriction** 2016/079
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Proposed Waiting Restrictions - Various Roads, Bicester** 2016/094
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Proposed Access for Pedal Cyclists - Sheep Street, Bicester** 2016/095
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304
- **Proposed Speed Limit Extension, Toucan Crossing, Shared Use Cycle Track and Bus Stop - A4260, Deddington** 2016/097
Owen Jenkins, Service Manager for Highways, Transport & Waste Tel: (01865) 323304

The Forward Plan

- **Proposed Puffin Crossing - London Road, Wheatley** 2016/105
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed Amendment to Loading Bay Restrictions -
The Plain Roundabout (East Side), Oxford** 2016/111
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Countryside Access Prioritisation Strategy** 2016/113
*James Blockley, Countryside Access Team Leader Tel: (01865)
810205*

Cabinet Member for Environment - 12 January 2017

- **Oxfordshire Minerals & Waste Annual Monitoring
Report 2016** 2016/061
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865)
815544*
- **Proposed Amendments to Residents Parking Bays -
Worcester Place, Oxford** 2016/096
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Revised Arrangements for Visitor Parking Permits -
Abingdon and Henley** 2015/080
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed Traffic Calming Amendments, Waiting
Restrictions and Zebra Crossing - Bankside, Banbury** 2016/118
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed Toucan Crossing and 30mph Speed Limit -
A361 Southam Road, Banbury** 2016/119
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed 30mph Speed Limit - Kingston Business
Park, Kingston Bagpuize** 2016/120
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed 20mph Speed Limit - Islip** 2016/121
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*

The Forward Plan

- **Proposed Waiting Restrictions - Hanney Road, Steventon** 2016/122
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed Waiting Restrictions - Wood Farm, Oxford** 2016/123
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Review of Waiting Restriction Proposals - Great Western Park, Didcot** 2016/124
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Proposed Waiting Restrictions - Grove Road, Sonning Common** 2016/125
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*
- **Minor Speed Limit Changes - B4017 Abingdon Road, Drayton** 2016/126
*Owen Jenkins, Service Manager for Highways, Transport & Waste
Tel: (01865) 323304*



Forward Plan December 2016 – March 2017

Notice of Additional Item for the Cabinet

Notice is hereby given that the item set out below for consideration by the Cabinet on 20 December 2016 is not in the Forward Plan.

A decision is required in response to the motion of full Council on 1 November 2016 recognising that rental costs will be a key element of each Children's Centre's survival and asking Cabinet to waive rental charges where this will keep a centre open that would otherwise be forced to close.

The decision on this matter needs to be taken by Cabinet on 20 December 2016 as a decision is urgent in supporting the desire to encourage communities to develop sustainable business cases to take on the running of existing centres. It is also important to have this decision prior to the next deadline for applications to the Transition Fund in January 2017.

Cabinet, 20 December 2016

Rents for Asset Transfer of Children's Centres

To agree amendments to the Asset Transfer Policy and Processes to waive the rent for a building where that would enable a community – led proposal to keep a Children's Centre open that would otherwise have to close.

Decision Maker and Target Date: **Cabinet, 20 December 2016**

Key Decision: *Yes – Affects more than one division*

Exempt Information: *None*

Consultations: N/A

Report By: Acting Director for Environment & Economy

Contact: Nigel Cuning, Corporate Landlord Manager Tel: (01865) 780250/Ben Threadgold, Policy & Performance Service Manager Tel: 07867 467838
Ref: 2016/132

Nick Graham
Chief Legal Officer & Monitoring Officer
County Hall, Oxford OX1 1ND

21 November 2016



Forward Plan December 2016 – March 2017

Notice of Additional Item for the Cabinet

Notice is hereby given that the item set out below for consideration by Cabinet on 20 December 2016 is not in the Forward Plan.

The decision on this matter needs to be taken by Cabinet on 20 December 2016 following deferral from the Cabinet Member for Environment delegated decision meeting on 24 November 2016 to ensure there is no further delay in ensuring the issues raised as part of the report are promptly addressed.

Cabinet, 20 December 2016

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

To consider proposed amendments to traffic and access restrictions for Queen Street, Oxford pursuant to the Cabinet Member for Environment referring the matter to Cabinet for decision.

Decision maker and Target Date: ***Cabinet, 20 December 2016***

Key Decision: No

Exempt Information: None

Consultations: Key Stakeholders and Local Residents

Report by: Acting Director for Environment & Economy

Contact: Andy Warren, Project Sponsor Tel: (01865) 815835 Ref: 2016/035

Nick Graham
Chief Legal Officer & Monitoring Officer

28 November 2016