

# Forward Plan

## February - May 2012

**Keith R Mitchell CBE**  
Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 17 January 2012*





## The Cabinet's Forward Plan: Introduction

This Forward Plan outlines the decisions which are expected to be made over the coming four-month period by or on behalf of the County Council's Cabinet.

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

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

The lists include any "key decisions" - those which are "significant" under the terms of government regulations. In general, a key decision may not be taken unless notice of it has been included in the Forward Plan. However, the Council has decided that Oxfordshire's Forward Plan should include all those matters which are expected to come before the Cabinet in the period of the Plan, whether or not they may give rise to key decisions.

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

Further information about the decision making process (including key decisions) can be found in the Council's Constitution. This can be inspected at County Hall or online<sup>1</sup>.

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online<sup>2</sup>. Copies can be supplied on request, at a charge to cover copying costs.

### Making Representations about Forward Plan Items

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

- posted to "Forward Plan", Law & Governance, Chief Executive's Office, County Hall, Oxford OX1 1ND or
- delivered in person to the same address or
- e-mailed to [forward.plan@oxfordshire.gov.uk](mailto:forward.plan@oxfordshire.gov.uk).

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the working day before the matter is due to be considered. A form is available from Democratic Support Team, Law & Governance, (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

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<sup>1</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Local government in Oxfordshire > Your county council > The Council's Constitution

<sup>2</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Meetings and decision making > Meetings > Agendas, Minutes & Reports

<sup>3</sup> [www.oxfordshire.gov.uk/](http://www.oxfordshire.gov.uk/) Council Services > About your council > Meetings and decision making > Meetings > Get involved in council meetings

## Members of the Cabinet

<b>Cabinet Member</b>	<b>Main Areas of Responsibility</b>
<p><i>Leader of the Council</i> Councillor Keith R Mitchell CBE</p>	<p>Corporate and community leadership; corporate strategies; Strategic communications; Oxfordshire Partnership; regional issues; council business management; Oxford City liaison and Oxford City Local Strategic Partnership</p>
<p><i>Deputy Leader of the Council</i> Councillor David Robertson</p>	<p>Economic development and tourism; skills (strategic approach including adult learning); governance; performance including the Public Service Board and Local Area Agreement; Local Enterprise Partnership; Law &amp; Governance; members' services; HR; ICT; policy &amp; partnerships unit; change programme; West Oxfordshire District Council liaison and West Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Adult Services</i> Councillor Arash Fatemian</p>	<p>Adult social services and health issues</p>
<p><i>Cabinet Member for Children, Education &amp; Families</i> Councillor Louise Chapman</p>	<p>Children's Services – lead member for Children, Education &amp; Families including educational policy; services for children, young people and families; preventative services; child protection; family support; youth service; youth justice and breaking the cycle of deprivation</p>
<p><i>Cabinet Member for Finance &amp; Property</i> Councillor Jim Couchman</p>	<p>Finance; property and procurement</p>
<p><i>Cabinet Member for Growth &amp; Infrastructure</i> Councillor Lorraine Lindsay-Gale</p>	<p>Strategic planning within Oxfordshire; minerals strategy; waste management; environmental management; flooding – Planning Authority/planning policy role; clean and green; climate change; archaeology; South Oxfordshire District Council liaison and South Oxfordshire Local Strategic Partnership</p>
<p><i>Cabinet Member for Police &amp; Policy Co-ordination</i> Councillor Kieron Mallon</p>	<p>Police issues; community safety, anti-social behaviour, crime and the fear of crime; and Council policy co-ordination breaking the cycle of deprivation; drugs and alcohol awareness; community cohesion; equalities and social inclusion; voluntary and community sector; Cherwell District Council liaison and Cherwell Local Strategic Partnership</p>
<p><i>Cabinet Member for Safer &amp; Stronger Communities</i> Councillor Mrs J. Heathcoat</p>	<p>Fire and rescue; consumer protection (Trading Standards); emergency planning; coroner's service; gypsies and travellers; adult learning (oversight of the adult learning service); libraries; museums and heritage; the arts; archives; leisure and recreation; registration service, Vale of White Horse District Council liaison and Vale of White Horse Local Strategic Partnership</p>
<p><i>Cabinet Member for Schools Improvement</i> Councillor Melinda Tilley</p>	<p>Primary &amp; secondary schools; special schools; pupil services; school transport; music services</p>
<p><i>Cabinet Member for Transport</i> Councillor Rodney Rose</p>	<p>Strategic transport planning; implementation of schemes for transport; highways; traffic and parking; flooding – lead local Flood Authority role and engineering/technical matters; road safety; public passenger transport and access to the countryside</p>

# The Forward Plan

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

### **Delegated Powers of the Chief Executive - February 2012**

To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: N/A*

*Report By: Head of Law & Governance*

*Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262*

*Ref: 2011/157*

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### **Delegated Powers of the Chief Executive - April 2012**

To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.

*Decision Maker and Target Date: Cabinet, 17 April 2012*

*Consultations: N/A*

*Report By: Head of Law & Governance*

*Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262*

*Ref: 2011/208*

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

### **Establishment Review - February 2012**

Quarterly staffing report, with analysis of main changes since the previous report and including a progress report on the Establishment Review.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: N/A*

*Report By: Head of Human Resources*

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

*Ref: 2011/174*

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## **Corporate Plan Performance and Risk Management Report for the 3rd Quarter 2011**

Quarterly Performance Monitoring report.

*Decision Maker and Target Date:* Cabinet, 13 March 2012

*Consultations:* N/A

*Report By:* County Council Management Team

*Contact:* Alexandra Bailey, Senior Performance & Improvement Manager Tel: (01865) 816384  
*Ref:* 2011/186

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## **Establishment Review - May 2012**

Quarterly staffing report, with analysis of main changes since the previous report and including a progress report on the Establishment Review.

*Decision Maker and Target Date:* Cabinet, 22 May 2012

*Consultations:* N/A

*Report By:* Head of Human Resources

*Contact:* Sue Corrigan, Strategic HR Manager Tel: (01865) 810280  
*Ref:* 2011/219

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## **CABINET MEMBER: ADULT SERVICES**

### **Ridgeway Partnership Merger/Acquisition**

To approve the recommendation of preferred provider.

*Decision Maker and Target Date:* Cabinet Member for Adult Services, 14 February 2012

*Consultations:* Learning Disability Joint Management Group.

*Report By:* Director for Social & Community Services

*Contact:* Ann Nursey, Lead Commissioner Learning Disability Services Tel: (01865) 323669  
*Ref:* 2011/213

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### **The Personalisation Budget**

To receive an update on the current position in relation to the personalisation budget with a view to recommending the report to Council for information.

*Decision Maker and Target Date:* Cabinet, 13 March 2012

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Robyn Noonan, Strategic & Performance Service Manager Tel: (01865) 323664  
*Ref:* 2011/217

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**CABINET MEMBER: ADULT SERVICES (SUPPORTING PEOPLE COMMISSIONING BODY)**

**Supporting People Annual Plan 2012/13**

To seek approval of the strategy for 2012-16 and of the Annual Plan for 2012/13.

*Decision Maker and Target Date:* Cabinet Member for Adult Services, 23 March 2012

*Consultations:* Service providers and other stakeholders in Oxfordshire.

*Report By:* Supporting People Programme Manager

*Contact:* Natalia Lachkou, Supporting People Programme Manager Tel: (01865) 894858 Ref: 2011/187

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

**Future Children's Centre Service Provision**

To consider approval of recommendations for Countywide Children's Centre provision.

*Decision Maker and Target Date:* Cabinet, 17 April 2012

*Consultations:* To be agreed.

*Report By:* Interim Director for Children, Education & Families

*Contact:* Patricia Gibson, Strategic Commissioning Manager Tel: (01865) 810537 Ref: 2011/178

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**Progress Report on CLA and Leaving Care**

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

*Decision Maker and Target Date:* Cabinet, 22 May 2012

*Consultations:* Children in Care, Council and Corporate Parenting Panel

*Report By:* Interim Director for Children, Education & Families

*Contact:* Fran Fonseca, Strategic Lead CLA Tel: (01865) 323098 Ref: 2011/220

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**CABINET MEMBER: FINANCE & PROPERTY**

**Food with Thought and Quest Cleaning & Facilities Services**

To decide upon the inclusion of these services in the new Property & Facilities single service provider contract.

*Decision Maker and Target Date:* Cabinet, 6 February 2012

*Consultations:* N/A

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

*Contact:* Roger Dyson, Project Manager Tel: (01865) 818776 Ref: 2012/002

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

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

*Decision Maker and Target Date:* Cabinet, 14 February 2012

*Consultations:* N/A

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

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

*Ref: 2011/173*

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**Approval of Contract Award Decision for Property Asset Management (PAM) Procurement of External Services Project**

To seek approval of the Contract Award decision made by the Project Board for the PAM Procurement of External Services.

*Decision Maker and Target Date:* Cabinet, 13 March 2012

*Consultations:* N/A

*Report By:* Deputy Director for Environment & Economy - Growth & Infrastructure

*Contact:* Roger Dyson, Project Manager Tel: (01865) 818776, Romina Peddis, Project Co-ordinator Tel: (01865) 815714

*Ref: 2011/031*

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**2011/12 Financial Monitoring & Business Strategy Delivery Report - January 2012**

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

*Decision Maker and Target Date:* Cabinet, 13 March 2012

*Consultations:* N/A

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

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

*Ref: 2011/185*

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## **2011/12 Financial Monitoring & Business Strategy Delivery Report - February 2012**

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

*Decision Maker and Target Date:* Cabinet, 17 April 2012

*Consultations:* N/A

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

*Contact:* Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

*Ref:* 2011/207

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## **CABINET MEMBER: GROWTH & INFRASTRUCTURE**

### **Developer Contributions to Service Infrastructure**

To consider a summary of developer contributions secured to County service infrastructure through the planning process for 2010/11 and the amounts negotiated, received and spent throughout the year.

*Decision Maker and Target Date:* Cabinet, 14 February 2012

*Consultations:* Responding to Government consultation.

*Report By:* Deputy Director for Environment & Economy - Growth & Infrastructure

*Contact:* Howard Cox, Team Leader - Developer Funding Tel: (01865) 810436

*Ref:* 2011/048

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### **Oxfordshire Minerals and Waste Development Framework - Annual Monitoring Report 2011**

To consider the Minerals and Waste Annual Monitoring Report 2010 for publication and submission to the Secretary of State.

*Decision Maker and Target Date:* Cabinet Member for Growth & Infrastructure, 15 February 2012

*Consultations:* N/A

*Report By:* Deputy Director for Environment & Economy - Growth & Infrastructure

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544

*Ref:* 2011/132

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## **Oxfordshire Minerals and Waste Plan: Minerals and Waste Core Strategy Proposed Submission Document**

To recommend Council to agree the Minerals and Waste Core Strategy Proposed Submission Document for publication for comment and submission to the Secretary of State for examination.

*Decision Maker and Target Date: Cabinet, 13 March 2012*

*Consultations: Public consultation on Draft Minerals and Waste Planning Strategies September - October 2011*

*Report By: Deputy Director for Environment & Economy - Growth & Infrastructure*

*Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2011/190*

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## **CABINET MEMBER: POLICE & POLICY CO-ORDINATION**

### **Big Society Fund - February 2012**

To consider bids to the Big Society Fund from the third wave of applications and agree which bids to award funding. Bids may also include applications for asset transfer.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: N/A*

*Report By: Senior Performance & Improvement Manager*

*Contact: Alexandra Bailey, Senior Performance & Improvement Manager Tel: (01865) 816384, Belinda Dimmock-Smith, Performance and Review Officer Tel: (01865) 816386 Ref: 2011/176*

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### **Equalities Policy and Objectives**

To agree the Council's Equality Policy and Objectives 2012-2017 following consultation, to meet legislative requirements to publish equality objectives by 6 April 2012.

*Decision Maker and Target Date: Cabinet, 13 March 2012*

*Consultations: Draft policy and objectives will be consulted on with a range of internal and external stakeholders prior to the decision.*

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

*Contact: Ben Threadgold, Senior Policy & Performance Officer Tel: (01865) 328219 Ref: 2012/004*

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## **Big Society Active Communities Grants - February 2012**

To consider applications received before 29 February 2012.

*Decision Maker and Target Date:* Cabinet Member for Police & Policy  
Coordination, 17 April 2012

*Consultations:* N/A

*Report By:* Senior Policy & Improvement Manager

*Contact:* Maggie Scott, Senior Policy & Improvement Manager Tel: (01865)  
816081 Ref: 2011/197

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## **CABINET MEMBER: SAFER & STRONGER COMMUNITIES**

### **Future Arrangements for Call Receipt, Mobilising & Incident Management for Oxfordshire County Council Fire & Rescue Service**

To seek approval for further collaborative working with Royal Berkshire Fire & Rescue Authority for call receipt, mobilising & incident management for Oxfordshire County Council Fire & Rescue Service.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger  
Communities, 13 February 2012

*Consultations:* Limited staff consultation for this decision – all stakeholder  
conversation to follow before final decision point.

*Report By:* Chief Fire Officer

*Contact:* Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206  
Ref: 2012/003

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### **Oxfordshire Museums Strategy**

To approve the Oxfordshire Museums Strategy as devised by Oxford University, Oxfordshire County Council, Oxford City Council and Cherwell District Council to create a shared vision for the future of Oxfordshire's museum collections.

*Decision Maker and Target Date:* Cabinet Member for Safer & Stronger  
Communities, 13 February 2012

*Consultations:* Internal to those compiling the strategy and with other holders of  
significant collections across the County.

*Report By:* Director for Social & Community Services

*Contact:* Carol Anderson, Museum Service Manager Tel: (01993) 814105  
Ref: 2011/195

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## **Integrated Risk Management Plan (IRMP) Fire & Rescue - Project**

To approve the project to be delivered in the 2012-13 IRMP action plan.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: Wide consultation with all Oxfordshire citizens and partners.*

*Report By: Chief Fire Officer*

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

*Ref: 2011/175*

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## **Shared Trading Standards Service**

To consider approval to proceed with a shared Trading Standards Service model.

*Decision Maker and Target Date: Cabinet, 13 March 2012*

*Consultations: N/A*

*Report By: Acting Head of Trading Standards & Community Safety*

*Contact: Sarah Langley, Interim Group Manager Tel: (01865) 815606*

*Ref: 2011/193*

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## **CABINET MEMBER: SCHOOLS IMPROVEMENT**

### **Amendments Required in Fair Funding Formula for Schools from 1 April 2012**

To seek approval of the proposed changes to the Fair Funding Formula for Oxfordshire's schools from 1 April 2012.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 8 February 2012*

*Consultations: Formal consultation with schools (Headteachers, Staff and Governors) from 1 November 2011 to 31 December 2011. Online and paper.*

*Report By: Interim Director for Children, Education & Families*

*Contact: Simon Pickard, Finance Business Partner CYP&F Tel: (01865) 797512*

*Ref: 2011/166*

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### **Basic Need for Pupil Places - Eynsham Primary School**

If no objections are received, to consider whether to publish a statutory notice on the proposed expansion of Eynsham Primary School.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 8 February 2012*

*Consultations: Stage One*

*Report By: Interim Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/179*

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### **Expansion of Orchard Meadow Primary School**

If objections to the public consultation are received, to decide whether to expand Orchard Meadow Primary School.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: Stage One informal consultation.*

*Report By: Interim Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/164*

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### **Proposed Extension of The Warriner School, Bloxham, by Establishing a Sixth Form**

If objections received, to decide whether to support the school's wish to publish a Statutory Notice.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: Stage One public consultation.*

*Report By: Interim Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/211*

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### **Proposal to Move the Organisation Oxfordshire's Outdoor Centres to a Trust Model**

To seek permission to consult on these proposals.

*Decision Maker and Target Date: Cabinet, 13 March 2012*

*Consultations: N/A*

*Report By: Interim Director for Children, Education & Families*

*Contact: Claudia Wade, Educational Transformation Manager Tel: (01865) 328565, Charlotte Christie, Co-ordinator for Educational Leadership & Projects Tel: (01865) 797218 Ref: 2011/216*

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### **Extension of Age Range at Woodeaton Manor School**

If objections to the public consultation are received, to decide whether to issue a statutory notice to extend the age range of Woodeaton Manor School.

*Decision Maker and Target Date: Cabinet, 13 March 2012*

*Consultations: Full statutory and informal consultations.*

*Report By: Interim Director for Children, Education & Families*

*Contact: Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459 Ref: 2011/162*

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### **St Edburgs CE Aided Primary School**

If objections to the statutory proposal are received, to consider representations and decide whether to extend the age range of, and expand onto a new site, St Edburgs CE Aided Primary School, Bicester.

*Decision Maker and Target Date: Cabinet, 17 April 2012*

*Consultations: Full statutory and informal consultations*

*Report By: Interim Director for Children, Education & Families*

*Contact: Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447 Ref: 2011/135*

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### **St Edburgs CE Aided Primary School**

If no objections to the statutory proposal are received, to decide whether to extend the age range of, and expand onto a new site, St Edburgs CE Aided Primary School, Bicester.

*Decision Maker and Target Date: Cabinet Member for Schools Improvement, 23 April 2012*

*Consultations: Full statutory and informal consultations*

*Report By: Interim Director for Children, Education & Families*

*Contact: Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447 Ref: 2011/134*

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## **CABINET MEMBER: TRANSPORT**

### **Dial-a-Ride Provision in Oxfordshire**

To report the outcome of the tender process to reach a decision as to who will replace the current dial-a-ride services.

*Decision Maker and Target Date: Cabinet, 6 February 2012*

*Consultations: All Oxfordshire parish councils, City & District councils, County Councillors, existing Dial-a-Ride scheme users, organisations representing people with disabilities and mobility impairments in Oxfordshire*

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

*Contact: Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585 Ref: 2011/151*

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### **Oxford City Centre Low Emission Zone**

To authorise an application to the Traffic Commissioner for a Traffic Regulation Condition establishing a low emission zone in Oxford City Centre.

*Decision Maker and Target Date: Cabinet Member for Transport, 16 February 2012*

*Consultations: Partnership working with Oxford City Council. Informal consultation with bus companies and the Traffic Commissioner*

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

*Contact: Martin Kraftl, Senior Transport Planner Tel: (01865) 815786 Ref: 2011/177*

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### **Minor Speed Limit Amendments Arising from Speed Limit Review**

To seek approval for amendments to speed limits in Cherwell, Oxford, South Oxfordshire and West Oxfordshire Districts.

*Decision Maker and Target Date: Cabinet Member for Transport, 16 February 2012*

*Consultations: Local community via public notices - directly with emergency services and other stakeholders*

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

*Contact: Anthony Kirkwood, Assistant Principal Engineer Tel: (01865) 815704 Ref: 2011/198*

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## **Revised Speed Limit - A44 Yarnton/Begbroke and Bicester Area**

To seek approval for amendments to speed limit.

*Decision Maker and Target Date:* Cabinet Member for Transport, 16 February 2012

*Consultations:* Local community via public notices - directly with emergency services and other stakeholders

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

*Contact:* Anthony Kirkwood, Assistant Principal Engineer Tel: (01865) 815704

*Ref:* 2011/199

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## **Proposed Changes to Various Parking Restrictions in West Oxfordshire**

To seek amendments to parking, waiting and loading restrictions.

*Decision Maker and Target Date:* Cabinet Member for Transport, 16 February 2012

*Consultations:* Local community via public notices - directly with emergency services and other stakeholders

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

*Contact:* Mike Horton, Principal Traffic Technician (Regulations) Tel: (01865) 810504

*Ref:* 2011/200

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## **Funding for Oxfordshire Rural Community Council Transport Team**

To seek agreement for interim funding arrangements for, and expected outputs from, ORCC transport team, pending adoption of new Oxfordshire County Council Community Transport Strategy.

*Decision Maker and Target Date:* Cabinet Member for Transport, 16 February 2012

*Consultations:* All Oxfordshire District Councils, parish councils, Oxfordshire community transport providers; Oxfordshire Unlimited

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

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

*Ref:* 2011/205

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### **Higham Way Traffic Regulation Order (TRO)**

To seek permission to implement double yellow lines along the length of Higham Way, Banbury.

*Decision Maker and Target Date:* Cabinet Member for Transport, 16 February 2012

*Consultations:* Report to include feedback on consultation

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

*Contact:* Phil Eddy, Group Engineer Tel: (01865) 815325 Ref: 2011/214

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### **Highfield and Old Road Transport Improvements - Minor Amendment to Scheme to Relocate Proposed Cycle By-Pass**

To seek approval for revised location of proposed cycle by-pass involving the removal of length of footway under the powers in Section 66(4) of the Highways Act 1980 and construction of a cycle track under Section 65(1).

*Decision Maker and Target Date:* Cabinet Member for Transport, 16 February 2012

*Consultations:* Consultation carried out in connection with wider scheme prior to March 2011 CMD: Consultation has not been carried out on proposed new location of cycle by-pass.

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

*Contact:* Martin Krafft, Senior Transport Planner Tel: (01865) 815786, Victoria Butterworth, Assistant Transport Planner Tel: (01865) 810414

Ref: 2012/001

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### **Introduction of Charges for Longstay Parking at Thornhill and Water Eaton Park & Ride Sites**

To seek approval for introduction of charges.

*Decision Maker and Target Date:* Cabinet, 13 March 2012

*Consultations:* Local community via public notices - directly with emergency services and other stakeholders

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

*Contact:* David Tole, Principal Engineer, Traffic & Safety Improvements Tel: (01865) 815942 Ref: 2011/201

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## **Introduction of Off Road Cycle Track Along Eastern Side of Banbury Road from Railway Bridge to 5 Arm Roundabout**

To allow the change of designation for the pavement along this section from footpath to shared use to allow an off road cycle track.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 March 2012

*Consultations:* Frontagers, Key Stakeholders, local Councillors and e-consultation

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

*Contact:* Mark Gregory, Transport Planner Tel: (01865) 810461

*Ref:* 2011/181

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## **Oxford, Magdalen Road - Proposed Controlled Parking Zone**

To seek approval for introduction of parking controls and permits.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 March 2012

*Consultations:* Local community via public notices - directly with emergency services and other stakeholders

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

*Contact:* David Tole, Principal Engineer, Traffic & Safety Improvements Tel: (01865) 815942

*Ref:* 2011/202

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## **Oxford, Divinity Road - Proposed Controlled Parking Zone**

To seek approval for introduction of parking controls.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 March 2012

*Consultations:* Local community via public notices - directly with emergency services and other stakeholders

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

*Contact:* David Tole, Principal Engineer, Traffic & Safety Improvements Tel: (01865) 815942

*Ref:* 2011/203

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## **Bus Service Subsidies**

Decisions are required on future bus subsidy contracts for routes serving Henley-on-Thames, Wallingford, Didcot and surrounding villages to commence in June 2012, along with any contracts elsewhere in the County for which a decision is required.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 March 2012

*Consultations:* Local communities via public notices plus County Councillors, Parish Councils and other stakeholders by letter or email. Also open meeting held in Wallingford.

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

*Contact:* John Wood, Assistant Public Transport Officer Tel: (01865) 815802

*Ref:* 2011/209

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## **Rights of Way Improvement Plan**

To seek to:

- (i) extend the validity date of the current Rights of Way Improvement Plan by two years to March 2014; and
- (ii) authorise development of a replacement RoWIP.

*Decision Maker and Target Date:* Cabinet Member for Transport, 22 March 2012

*Consultations:* N/A - apart from an agenda item at Local Access Forum and Rights of Way Monitoring Group meetings

*Report By:* Deputy Director for Environment & Economy - Growth & Infrastructure

*Contact:* Paul Harris, Countyside Information & Access Officer Tel: (01865) 810206 Ref: 2012/005

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## Timetable for Decisions listed in this Plan

*For further details of the decisions see the corresponding item and reference number in the main part of the Plan.*

### Cabinet - 6 February 2012

- **Food with Thought and Quest Cleaning & Facilities Services** 2012/002  
*Roger Dyson, Project Manager Tel: (01865) 818776*
- **Dial-a-Ride Provision in Oxfordshire** 2011/151  
*Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585*

### Cabinet - 14 February 2012

- **Delegated Powers of the Chief Executive - February 2012** 2011/157  
*Sue Whitehead, Committee Services Manager Tel: (01865) 810262*
- **Establishment Review - February 2012** 2011/174  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - December 2011** 2011/173  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Developer Contributions to Service Infrastructure** 2011/048  
*Howard Cox, Team Leader - Developer Funding Tel: (01865) 810436*
- **Big Society Fund - February 2012** 2011/176  
*Alexandra Bailey, Senior Performance & Improvement Manager Tel: (01865) 816384, Belinda Dimmock-Smith, Performance and Review Officer Tel: (01865) 816386*
- **Integrated Risk Management Plan (IRMP) Fire & Rescue - Project** 2011/175  
*David Etheridge, Chief Fire Officer Tel: (01865) 855206, Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*
- **Expansion of Orchard Meadow Primary School** 2011/164  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*
- **Proposed Extension of The Warriner School, Bloxham, by Establishing a Sixth Form** 2011/211  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

## Cabinet - 13 March 2012

- **Corporate Plan Performance and Risk Management Report for the 3rd Quarter 2011** 2011/186  
*Alexandra Bailey, Senior Performance & Improvement Manager  
Tel: (01865) 816384*
- **The Personalisation Budget** 2011/217  
*Robyn Noonan, Strategic & Performance Service Manager Tel:  
(01865) 323664*
- **Approval of Contract Award Decision for Property Asset Management (PAM) Procurement of External Services Project** 2011/031  
*Roger Dyson, Project Manager Tel: (01865) 818776, Romina Peddis, Project Co-ordinator Tel: (01865) 815714*
- **2011/12 Financial Monitoring & Business Strategy Delivery Report - January 2012** 2011/185  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **Oxfordshire Minerals and Waste Plan: Minerals and Waste Core Strategy Proposed Submission Document** 2011/190  
*Peter Day, Minerals and Waste Policy Team Leader Tel:  
(01865) 815544*
- **Equalities Policy and Objectives** 2012/004  
*Ben Threadgold, Senior Policy & Performance Officer Tel:  
(01865) 328219*
- **Shared Trading Standards Service** 2011/193  
*Sarah Langley, Interim Group Manager Tel: (01865) 815606*
- **Proposal to Move the Organisation Oxfordshire's Outdoor Centres to a Trust Model** 2011/216  
*Claudia Wade, Educational Transformation Manager Tel:  
(01865) 328565, Charlotte Christie, Co-ordinator for  
Educational Leadership & Projects Tel: (01865) 797218*
- **Extension of Age Range at Woodeaton Manor School** 2011/162  
*Barbara Chillman, Principal Officer - School Organisation and  
Planning Tel: (01865) 816459*
- **Introduction of Charges for Longstay Parking at Thornhill and Water Eaton Park & Ride Sites** 2011/201  
*David Tole, Principal Engineer, Traffic & Safety Improvements  
Tel: (01865) 815942*

## Cabinet - 17 April 2012

- **Delegated Powers of the Chief Executive - April 2012** 2011/208  
*Sue Whitehead, Committee Services Manager Tel: (01865)  
810262*
- **Future Children's Centre Service Provision** 2011/178  
*Patricia Gibson, Strategic Commissioning Manager Tel:  
(01865) 810537*

## The Forward Plan

- **2011/12 Financial Monitoring & Business Strategy Delivery Report - February 2012** 2011/207  
*Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981*
- **St Edburgs CE Aided Primary School** 2011/135  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

### Cabinet - 22 May 2012

- **Establishment Review - May 2012** 2011/219  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **Progress Report on CLA and Leaving Care** 2011/220  
*Fran Fonseca, Strategic Lead CLA Tel: (01865) 323098*

### Cabinet Member for Adult Services - 14 February 2012

- **Ridgeway Partnership Merger/Acquisition** 2011/213  
*Ann Nursey, Lead Commissioner Learning Disability Services Tel: (01865) 323669*

### Cabinet Member for Adult Services - 23 March 2012

- **Supporting People Annual Plan 2012/13** 2011/187  
*Natalia Lachkou, Supporting People Programme Manager Tel: (01865) 894858*

### Cabinet Member for Growth & Infrastructure - 15 February 2012

- **Oxfordshire Minerals and Waste Development Framework - Annual Monitoring Report 2011** 2011/132  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*

### Cabinet Member for Police & Policy Coordination - 17 April 2012

- **Big Society Active Communities Grants - February 2012** 2011/197  
*Maggie Scott, Senior Policy & Improvement Manager Tel: (01865) 816081*

## **Cabinet Member for Safer & Stronger Communities - 13 February 2012**

- **Future Arrangements for Call Receipt, Mobilising & Incident Management for Oxfordshire County Council Fire & Rescue Service** 2012/003  
*Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*
- **Oxfordshire Museums Strategy** 2011/195  
*Carol Anderson, Museum Service Manager Tel: (01993) 814105*

## **Cabinet Member for Schools Improvement - 8 February 2012**

- **Amendments Required in Fair Funding Formula for Schools from 1 April 2012** 2011/166  
*Simon Pickard, Finance Business Partner CYP&F Tel: (01865) 797512*
- **Basic Need for Pupil Places - Eynsham Primary School** 2011/179  
*Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459*

## **Cabinet Member for Schools Improvement - 23 April 2012**

- **St Edburgs CE Aided Primary School** 2011/134  
*Allyson Milward, Service Manager - School Organisation and Planning Tel: (01865) 816447*

## **Cabinet Member for Transport - 16 February 2012**

- **Oxford City Centre Low Emission Zone** 2011/177  
*Martin Krafft, Senior Transport Planner Tel: (01865) 815786*
- **Minor Speed Limit Amendments Arising from Speed Limit Review** 2011/198  
*Anthony Kirkwood, Assistant Principal Engineer Tel: (01865) 815704*
- **Revised Speed Limit - A44 Yarnton/Begbroke and Bicester Area** 2011/199  
*Anthony Kirkwood, Assistant Principal Engineer Tel: (01865) 815704*
- **Proposed Changes to Various Parking Restrictions in West Oxfordshire** 2011/200  
*Mike Horton, Principal Traffic Technician (Regulations) Tel: (01865) 810504*

## The Forward Plan

- **Funding for Oxfordshire Rural Community Council Transport Team** 2011/205  
*Neil Timberlake, Assistant Public Transport Officer Tel: (01865) 815585*
- **Higham Way Traffic Regulation Order (TRO)** 2011/214  
*Phil Eddy, Group Engineer Tel: (01865) 815325*
- **Highfield and Old Road Transport Improvements - Minor Amendment to Scheme to Relocate Proposed Cycle By-Pass** 2012/001  
*Martin Kraftl, Senior Transport Planner Tel: (01865) 815786,  
Victoria Butterworth, Assistant Transport Planner Tel: (01865) 810414*

### Cabinet Member for Transport - 22 March 2012

- **Introduction of Off Road Cycle Track Along Eastern Side of Banbury Road from Railway Bridge to 5 Arm Roundabout** 2011/181  
*Mark Gregory, Transport Planner Tel: (01865) 810461*
- **Oxford, Magdalen Road - Proposed Controlled Parking Zone** 2011/202  
*David Tole, Principal Engineer, Traffic & Safety Improvements  
Tel: (01865) 815942*
- **Oxford, Divinity Road - Proposed Controlled Parking Zone** 2011/203  
*David Tole, Principal Engineer, Traffic & Safety Improvements  
Tel: (01865) 815942*
- **Bus Service Subsidies** 2011/209  
*John Wood, Assistant Public Transport Officer Tel: (01865) 815802*
- **Rights of Way Improvement Plan** 2012/005  
*Paul Harris, Countyside Information & Access Officer Tel:  
(01865) 810206*





## **Forward Plan February - May 2012**

### **Access to Information Procedure Rules Paragraph 15 General Exception**

Notice is hereby given that the item set out below for consideration by Cabinet on 14 February 2012 is not in the Forward Plan.

The decision on this matter needs to be taken at the full Cabinet meeting on 14 February 2012 Council's position needs to be considered and agreed as soon as possible in view of the fast changing picture in relation to Academy and free schools. The absence of an agreed policy undermines the ability of the Council to be clear on its position which is a reputational risk to the leadership role of the Council in Oxfordshire.

#### ***Cabinet, 14 February 2012***

### **Council's Support for the Conversion of Schools to Academies and the Establishment of New Forms of Schools**

That the Cabinet:

- (a) supports the conversion of existing schools to become Academies, either as free-standing Academies, sponsored academies, or within multi-academy chains;
- (b) supports in principle the creation of Free Schools, studio schools and University Technical Colleges in Oxfordshire;
- (c) supports the establishment of any new school as an Academy or Free School.

*Decision Maker and Target Date: Cabinet, 14 February 2012*

*Consultations: N/A*

*Report By: Interim Director for Children, Education & Families*

*Contact: Andy Roberts, Interim Deputy Director for Education & Early Intervention Tel: (01865) 815498 Ref: 2012/014*

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Peter Clark  
County Solicitor  
County Hall, Oxford OX1 1ND  
6 February 2012



## **Forward Plan February - May 2012**

### **Access to Information Procedure Rules Paragraph 15 General Exception**

Notice is hereby given that the item set out below for consideration by Cabinet Member for Finance & Property on 29 February 2012 is not in the Forward Plan.

Cabinet decided at its meeting in January that the decision to approve the recommendation of preferred provider scheduled for the Cabinet Member for Adult Services delegated decision meeting in February should also be considered by the Cabinet Member for Finance & Property. The decision to be taken is already in the Forward Plan but an additional decision maker is being added with the decision by both being scheduled for the same date.

The decision on this matter needs to be taken during February as there is a need to confirm the Council's decision, and to announce the preferred provider in order to move forward with the transition phase so that uncertainty for the large number of service users and staff is managed.

### ***Cabinet Member for Finance & Property, 29 February 2012***

#### **Ridgeway Partnership Merger/Acquisition**

To approve the recommendation of preferred provider.

*Decision Maker and Target Date:* Cabinet Member for Finance & Property, 29 February 2012

*Consultations:* Learning Disability Joint Management Group

*Reports by:* Director for Social & Community Services

*Contact:* Ann Nursey, Lead Commissioner Learning Disability Services Tel: (01865) 323669

*Ref:* 2012/026

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Peter Clark  
County Solicitor  
County Hall, Oxford OX1 1ND

15 February 2012