

# **Forward Plan**

## **October 2016 - January 2017**

***Ian Hudspeth***

Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 5 September 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.<sup>1</sup> This can also be inspected at County Hall.

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

If any key decisions are expected to be taken by officers within the Plan period under powers delegated by the Cabinet, these are included in the Plan. 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 online<sup>2</sup>. Copies can be supplied on request, at a charge to cover copying costs.

## Making Representations about Forward Plan Items

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

- posted to "Forward Plan", Law & Governance (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND 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 (Democratic Services), (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

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

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

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

## Members of the Cabinet

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

# The Forward Plan

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

### ***KEY DECISIONS***

NIL

### ***NON-KEY DECISIONS***

#### **Appointments 2016/17**

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

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

*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: 2016/075

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#### **Reports into Future of Local Government in Oxfordshire**

To ask officers to work with partners and stakeholders to develop a solution for local government structures in Oxfordshire which meets the key criteria of saving money, supporting economic growth, protecting the vulnerable, strengthening leadership and accountability, and empowering local communities.

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

*Reason for amendment (if any)*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Already conducted via GT call for Evidence.

*Report By:* County Director

*Contact:* John Courouble, Research Intelligence Manager Tel: 07968 242072

Ref: 2016/091

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### **Delegated Powers - October 2016**

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, 18 October 2016**  
*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: 2016/050

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### **Senior Management Review**

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, 18 October 2016**  
*Reason for amendment (if any)* Decision due date for Cabinet changed from 19/04/2016 to 18/10/2016. 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

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### **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

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

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

**Staffing Report - Quarter 1 - 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, 20 September 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: 2016/041

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**Draft Oxfordshire Fire & Rescue Service (OFRS) Community Risk Management Plan 2017-22**

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

*Decision Maker and Target Date:* **Deputy Leader, 26 September 2016**

*Reason for amendment (if any)*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Fire Officer

*Contact:* Richard Smith, Group Manager, Strategic Risk & Assurance Team Tel: (01865) 855216

Ref: 2016/039

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## **Tender for the Provision of Gypsy and Traveller Site Management Services to Brent Housing Partnership**

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

*Decision Maker and Target Date:* **Deputy Leader, 26 September 2016**  
*Reason for amendment (if any)*  
*Key Decision:* No  
*Exempt Information:* Yes - Category 3 - commercial sensitive information - Annex  
*Consultations:* N/A  
*Report By:* Chief Fire Officer  
*Contact:* Richard Webb, Head of Community Protection Services Tel: (01865) 815791 Ref: 2016/090

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## **Business Management & Monitoring Report for Quarter 1 - 2016/17**

To note and seek agreement of the report.

*Decision Maker and Target Date:* **Cabinet, 18 October 2016**  
*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: 2016/049

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## **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

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## **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

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### ***CABINET MEMBER: ADULT SOCIAL CARE***

#### ***KEY DECISIONS***

##### **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

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## **NON-KEY DECISIONS**

### **Report on the Impact of National Living Wage on Adult Social Care's Contracted Services**

To decide whether or not to apply a standard increase in payment rates to Adult Social Care providers from April 2016.

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

*Reason for amendment (if any)* Decision due date for Cabinet changed from 19/07/2016 to 20/09/2016. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Care Providers

*Report By:* Director for Adult Social Services

*Contact:* Andrew Colling, Lead for Quality & Contracts (Joint Commissioning)  
Tel: (01865) 323682 Ref: 2016/042

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

### **KEY DECISIONS**

NIL

## **NON-KEY DECISIONS**

### **Recommended Sponsor for New Secondary School in South West Bicester**

To formally agree on the County Council's preferred recommended sponsor for the new secondary school in South West Bicester.

*Decision Maker and Target Date:* **Cabinet Member for Children, Education & Families, 5 September 2016**

*Reason for amendment (if any)*

*Key Decision:* No

*Exempt Information:* Yes - Government Instruction - Annex

*Consultations:* Selection process for new schools sponsors completed.

*Report By:* Director for Children's Services

*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445  
Ref: 2016/062

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## **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, 10 October 2016**

*Reason for amendment (if any)* Decision due date for Cabinet Member for Children, Education & Families changed from 05/09/2016 to 10/10/2016. 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

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## **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, 18 October 2016**

*Reason for amendment (if any)*

*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

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**The Oxfordshire Safeguarding Children Board Annual Report/The Performance Assessments & Quality Assurance Annual Report and The Case Review & Governance Annual Report**

To note the reports.

*Decision Maker and Target Date:* **Cabinet, 18 October 2016**  
*Reason for amendment (if any)*  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Director for Children's Services  
*Contact:* Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287 Ref: 2016/100

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**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

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## **CABINET MEMBER: ENVIRONMENT (INCLUDING TRANSPORT)**

### **KEY DECISIONS**

#### **HS2 - Qualifying Authority Decision**

To seek approval.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 1 September 2016**

*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 - Commercial

*Contact:* Paul Fermer, Service Manager - Major Infrastructure Delivery Tel: (01865) 815764 Ref: 2016/066

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#### **School Crossing Patrol Policy**

To seek approval of a new policy.

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

*Reason for amendment (if any)* Decision due date for Cabinet Member for Environment changed from 21/07/2016 to Cabinet on 20/09/2016. Reason: Changed from Cabinet Member Decisions to Cabinet

*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

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## **Internal Energy Management Strategy**

To seek approval of the Internal Energy Management Strategy.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 2016**

*Reason for amendment (if any)* Decision due for Cabinet on 18/10/2016 changed to Cabinet Member for Environment on 13/10/2016. Reason: At the request of the Cabinet Member for Environment.

*Key Decision:* Yes - Affects more than one division and revenue expenditure > £500,000

*Exempt Information:* None

*Consultations:* Stakeholders

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

*Contact:* Victoria Fletcher, Interim Spatial Infrastructure Planning & Resources Manager Tel: 07500 131855 Ref: 2015/106

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## **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, 18 October 2016**

*Reason for amendment (if any)*

*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

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## **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, 18 October 2016**  
*Reason for amendment (if any)*  
*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

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## **Oxford Working Parking Levy**

To seek approval of proposed processes funding and governance 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, Locality Manager - Oxford Tel: 07920 084336 Ref: 2016/081

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## **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, 22 November 2016**

*Reason for amendment (if any)*

*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

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## **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, 24 November 2016**

*Reason for amendment (if any)*

*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

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## **NON-KEY DECISIONS**

### **Proposed Draft Strategic Economic Plan Refresh**

To seek approval of the proposals.

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

*Reason for amendment (if any)*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* With relevant stakeholders

*Report By:* Acting Director for Environment & Economy

*Contact:* Robin Rogers, Spatial Infrastructure Planning Resources Manager Tel: 07789 923206 Ref: 2016/085

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## **Proposed Toucan Crossing - A423 Southam Road (Harwick Hill), Banbury**

To seek approval of the proposal.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 2016**

*Reason for amendment (if any)* Decision due date for Cabinet Member for Environment changed from 01/09/2016 to 13/10/2016. Reason: At the request of the Cabinet Member.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/064

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## **Proposed Disabled Bay Changes in Cherwell, West Oxfordshire and Oxford City and Various Parking Changes on Development Sites**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 2016**

*Reason for amendment (if any)* Decision due date for Cabinet Member for Environment changed from 01/09/2016 to 13/10/2016. Reason: At the request of the Cabinet Member.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/065

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## **Proposed Puffin Crossing - Cumnor Hill**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 2016**

*Reason for amendment (if any)* Decision due date for Cabinet Member for Environment changed from 12/11/2015 to 13/10/2016. 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2014/115

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## **Oxford Ley Valley Proposed Controlled Parking Zone**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 2016**

*Reason for amendment (if any)* Decision due date for Cabinet Member for Environment changed from 21/07/2016 to 13/10/2016. 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/057

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## **Proposed 30mph Speed Limit - A361 Burford Road, Chipping Norton**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/080

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## **Proposed 20mph Speed Limit - Brightwell-cum-Sotwell**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/092

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## **Proposed Amended Traffic Calming - Woodstock Road, Stonesfield**

To seek approval of the proposals.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 13 October 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/093

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/083

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/082

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## **Revised Arrangements for Visitor Parking Permits - Abingdon and Henley**

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

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/035

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/079

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/094

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/095

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## **Proposed Amendments to Residents Parking Bays - Worcester Place, 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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/096

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## **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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/097

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## **Proposed Waiting Restrictions - Chipping Norton, Witney and Woodstock**

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, Highways, Transport & Waste Service Manager Tel: (01865) 323304 Ref: 2016/098

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**CABINET MEMBER: FINANCE**

**KEY DECISIONS**

**Transition Fund for Community Initiatives for Open Access Children's Services**

In February 2016 the council agreed to set aside £1m for creating a transition fund to provide pump-priming grants for establishing universal provision of children's services in communities across Oxfordshire.

Cabinet is asked to agree the transition fund grant scheme application process and assessment criteria.

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

*Reason for amendment (if any)*

*Key Decision:* Yes - Affects more than 1 division

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Finance Officer

*Contact:* Sarah Jelley, Senior Policy & Performance Officer Tel: (01865) 896450  
Ref: 2016/077

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**NON-KEY DECISIONS**

**Service & Resource Planning Report - 2017/18 - September 2016**

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

*Decision Maker and Target Date:* **Cabinet, 20 September 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: 2016/040

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## **2016/17 Financial Monitoring & Business Strategy Delivery Report - August 2016**

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

*Decision Maker and Target Date:* **Cabinet, 18 October 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: 2016/048

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## **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

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## **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

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## **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

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## **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

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## **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**

**Director of Public Health Annual Report**

An Annual Report is a statutory duty of the Director of Public Health and it is a duty of the County Council to publish this report.

The Director of Public Health for Oxfordshire will present his Annual Report for 2015/16.

*Decision Maker and Target Date:* **Cabinet, 18 October 2016**

*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:* Alan Rouse, Business & Planning Manager Tel: (01865) 328603

Ref: 2016/046

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**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. September 2016 items included for ease of reference.*

### Cabinet - 20 September 2016

- **Appointments 2016/17** 2016/075  
*Sue Whitehead, Principal Committee Officer Tel: 07393 001213*
- **Reports into Future of Local Government in Oxfordshire** 2016/091  
*John Courouble, Research Intelligence Manager Tel: 07968 242072*
- **Staffing Report - Quarter 1 - 2016** 2016/041  
*Sue Corrigan, County HR Manager Tel: (01865) 810280*
- **Report on the Impact of National Living Wage on Adult Social Care's Contracted Services** 2016/042  
*Andrew Colling, Lead for Quality & Contracts (Joint Commissioning) Tel: (01865) 323682*
- **School Crossing Patrol Policy** 2016/045  
*Dariusz Seroczynski, Highways Network Manager Tel: (01865) 815629*
- **Proposed Draft Strategic Economic Plan Refresh** 2016/085  
*Robin Rogers, Spatial Infrastructure Planning Resources Manager Tel: 07789 923206*
- **Transition Fund for Community Initiatives for Open Access Children's Services** 2016/077  
*Sarah Jelley, Senior Policy & Performance Officer Tel: (01865) 896450*
- **Service & Resource Planning Report - 2017/18 - September 2016** 2016/040  
*Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518*

### Cabinet - 18 October 2016

- **Delegated Powers - October 2016** 2016/050  
*Sue Whitehead, Principal Committee Officer Tel: 07393 001213*
- **Senior Management Review** 2016/017  
*Steve Munn, Chief HR Officer Tel: (01865) 815191*

## The Forward Plan

- **Business Management & Monitoring Report for Quarter 1 - 2016/17** 2016/049  
*Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250*
- **Adopt Thames Valley** 2016/068  
*Hannah Farncombe, Deputy Director, Corporate Parenting & Safeguarding Tel: (01865) 815273*
- **The Oxfordshire Safeguarding Children Board Annual Report/The Performance Assessments & Quality Assurance Annual Report and The Case Review & Governance Annual Report** 2016/100  
*Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287*
- **Household Waste Recycling Centre Management and Revised Waste Acceptance Policy** 2016/067  
*Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867*
- **Electrification Programme Update - Steventon Proposals including Compulsory Purchase Order** 2016/099  
*Richard Warren, Strategic Manager - Project Delivery Tel: 07748 112169*
- **2016/17 Financial Monitoring & Business Strategy Delivery Report - August 2016** 2016/048  
*Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518*
- **Director of Public Health Annual Report** 2016/046  
*Alan Rouse, Business & Planning Manager Tel: (01865) 328603*

### Cabinet - 22 November 2016

- **Staffing Report - Quarter 2 - 2016** 2016/060  
*Sue Corrigan, County HR Manager Tel: (01865) 810280*
- **Oxford Working Parking Levy** 2016/081  
*Martin Kraftl, Locality Manager - Oxford Tel: 07920 084336*
- **Oxfordshire Minerals & Waste Local Plan - Core Strategy** 2016/070  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Treasury Management Mid Term Review (2016/17)** 2016/059  
*Donna Ross, Principal Finance Manager - Treasury Pension Tel: (01865) 323976*

## Cabinet - 20 December 2016

- **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*

## 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*
- **Service & Resource Planning Report - 2017/18 - January 2017** 2016/086  
*Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: 07584 909518*

## Deputy Leader - 26 September 2016

- **Draft Oxfordshire Fire & Rescue Service (OFRS) Community Risk Management Plan 2017-22** 2016/039  
*Richard Smith, Group Manager, Strategic Risk & Assurance Team Tel: (01865) 855216*
- **Tender for the Provision of Gypsy and Traveller Site Management Services to Brent Housing Partnership** 2016/090  
*Richard Webb, Head of Community Protection Services Tel: (01865) 815791*

## **Cabinet Member for Children, Education & Families - 5 September 2016**

- **Recommended Sponsor for New Secondary School in South West Bicester** 2016/062  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*

## **Cabinet Member for Children, Education & Families - 10 October 2016**

- **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 - 14 November 2016**

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

## **Cabinet Member for Environment - 1 September 2016**

- **HS2 - Qualifying Authority Decision** 2016/066  
*Paul Fermer, Service Manager - Major Infrastructure Delivery Tel: (01865) 815764*

## **Cabinet Member for Environment - 13 October 2016**

- **Internal Energy Management Strategy** 2015/106  
*Victoria Fletcher, Interim Spatial Infrastructure Planning & Resources Manager Tel: 07500 131855*
- **Proposed Toucan Crossing - A423 Southam Road (Harwick Hill), Banbury** 2016/064  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*

## The Forward Plan

- **Proposed Disabled Bay Changes in Cherwell, West Oxfordshire and Oxford City and Various Parking Changes on Development Sites** 2016/065  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Puffin Crossing - Cumnor Hill** 2014/115  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Oxford Ley Valley Proposed Controlled Parking Zone** 2016/057  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed 30mph Speed Limit - A361 Burford Road, Chipping Norton** 2016/080  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed 20mph Speed Limit - Brightwell-cum-Sotwell** 2016/092  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Amended Traffic Calming - Woodstock Road, Stonesfield** 2016/093  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*

### Cabinet Member for Environment - 24 November 2016

- **Oxfordshire Minerals & Waste Annual Monitoring Report 2016** 2016/061  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Proposed Amendments to Parking Restrictions - Frenchay Road and Elizabeth Jennings Way, Oxford** 2016/083  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Residents Parking Scheme - William Lucy Way, Oxford** 2016/082  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Revised Arrangements for Visitor Parking Permits - Abingdon and Henley** 2015/080  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*



## The Forward Plan

- **Proposed Amendments to Traffic and Access Restrictions - Queen Street, Oxford** 2016/035  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Horton View and Ruskin Road, Banbury - Proposed Waiting and Parking Restriction** 2016/079  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Waiting Restrictions - Various Roads, Bicester** 2016/094  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Access for Pedal Cyclists - Sheep Street, Bicester** 2016/095  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Amendments to Residents Parking Bays - Worcester Place, Oxford** 2016/096  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Speed Limit Extension, Toucan Crossing, Shared Use Cycle Track and Bus Stop - A4260, Deddington** 2016/097  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*
- **Proposed Waiting Restrictions - Chipping Norton, Witney and Woodstock** 2016/098  
*Owen Jenkins, Highways, Transport & Waste Service Manager Tel: (01865) 323304*