

# **Forward Plan**

## **December 2013 - March 2014**

***Ian Hudspeth***

Leader of the Council  
County Hall, Oxford OX1 1ND

*Date Issued: 4 November 2013*



**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 & Culture (Democratic Services), Chief Executive's Office, County Hall, Oxford OX1 1ND or
- delivered in person to the same address or
- e-mailed to [forward.plan@oxfordshire.gov.uk](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 & Culture (Democratic Services), (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

---

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

# The Forward Plan

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

### ***KEY DECISIONS***

NIL

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

#### **Delegated Powers of the Chief Executive - January 2014**

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

*Decision Maker and Target Date:* **Cabinet, 28 January 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Head of Law & Culture

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

Ref: 2013/128

---

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

### ***KEY DECISIONS***

NIL

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

#### **Staffing Report - Quarter 2 - 2013**

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

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Head of Human Resources

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

Ref: 2013/095

---

## **Future of Schools/Back Office Facing Services - Externalisation Next Steps**

To agree next steps.

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* With school stakeholders

*Report By:* Director for Children's Services, Director for Environment & Economy

*Contact:* Frances Craven, Deputy Director for Education & Early Intervention  
Tel: (01865) 815498, Graham Shaw, Deputy Director for Environment  
& Economy - Oxfordshire Customer Services Tel: 07939069084

Ref: 2013/169

---

## **Cabinet Business Monitoring Report for Quarter 2**

To note and seek agreement of the report.

*Decision Maker and Target Date:* **Cabinet, 28 January 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Acting Head of Policy

*Contact:* Maggie Scott, Acting Head of Policy Tel: (01865) 816081

Ref: 2013/142

---

## **Staffing Report - Quarter 3 - 2013**

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

*Decision Maker and Target Date:* **Cabinet, 25 February 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Head of Human Resources

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

Ref: 2013/148

---

**CABINET MEMBER: ADULT SOCIAL CARE**

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

**Healthwatch Oxfordshire**

To seek to agree contract award and funding allocation for Healthwatch Oxfordshire.

*Decision Maker and Target Date:* **Cabinet Member for Adult Social Care,  
17 December 2013**

*Reason for amendment* Decision due date for Cabinet Member for Adult Social Care changed from 26/11/2013 to 17/12/2013.  
Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Director for Social & Community Services

*Contact:* Alison Partridge, Public Engagement Manager Tel: (01865) 256647

Ref: 2013/112

---

**CABINET MEMBER: BUSINESS & CUSTOMER SERVICES**

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

NIL

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

### **KEY DECISIONS**

#### **Multi Agency Safeguarding Hub (MASH)**

To agree proposals for establishment of a MASH in Oxfordshire.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment*

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

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Director for Children's Services

*Contact:* John Dixon, Interim Deputy Director - Children's Social Care Tel: (01865) 815165 Ref: 2013/135

---

### **NON-KEY DECISIONS**

#### **Strategy for Expanding Primary and Secondary School Provision in the Grove and Wantage Area**

To approve the strategy, following public consultation.

*Decision Maker and Target Date:* **Cabinet Member for Children, Education & Families, 4 November 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation

*Report By:* Director for Children's Services

*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445 Ref: 2013/151

---



## **Final Decision on Expansion of Queensway Primary School to 2 Forms of Entry (2fe)**

If objections received to consider final decision on expansion.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**  
*Reason for amendment* Decision due date for Cabinet changed from 19/11/2013 to 26/11/2013. Reason: Date of November Cabinet moved  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* Statutory Notice published  
*Report By:* Director for Children's Services  
*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445  
Ref: 2013/116

---

## **Oxfordshire County Council Action Taken in Response to Child Sexual Exploitation**

To note the work of Oxfordshire County Council and its partners.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**  
*Reason for amendment*  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Director for Children's Services  
*Contact:* Jim Leivers, Director for Children's Services Tel: (01865) 328271  
Ref: 2013/150

---

## **Progress Report on Placement Strategy**

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

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**  
*Reason for amendment* Decision due date for Cabinet changed from 26/11/2013 to 17/12/2013. Reason: Further work required.  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Director for Children's Services  
*Contact:* Matthew Edwards, Corporate Parenting Manager Tel: (01865) 323098  
Ref: 2013/096

---

## **New Schools for Great Western Park, Didcot: Shortlist of Academy Trusts**

To seek approval of shortlist of academy trusts following bids received to run one or more new schools in Great Western Park, Didcot.

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation followed by approved bidding and selection process.

*Report By:* Director for Children's Services

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

Ref: 2013/152

---

## **The Future of the Music Service in Oxfordshire**

To seek approval for the Music Service to move to become an independent charitable trust.

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Director for Children's Services

*Contact:* Vikki Gledhill, Business Development & Change Manager Tel: (01865) 323476

Ref: 2013/170

---

## **Home to School Transport Policy**

Whether to approve a new OCC Home to School Transport policy, following a consultation.

*Decision Maker and Target Date:* **Cabinet, 28 January 2014**

*Reason for amendment* Decision due date for Cabinet changed from 18/03/2014 to 28/01/2014. Reason: Brought forward.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation

*Report By:* Director for Children's Services

*Contact:* Neil Darlington, Service Manager - Admissions & Transport Tel: (01865) 815844

Ref: 2013/089

---

### **Report on Consultation into New Schools in Bicester**

If there are no objections, to receive the summarised outcomes of the public consultation into new primary and secondary schools for Bicester.

*Decision Maker and Target Date:* **Cabinet Member for Children, Education & Families, 10 February 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation

*Report By:* Director for Children's Services

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

Ref: 2013/168

---

### **Report on Consultation into New Schools for Bicester**

If there are objections to receive summarised outcomes of the public consultation into new primary and secondary schools for Bicester.

*Decision Maker and Target Date:* **Cabinet, 25 February 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation

*Report By:* Director for Children's Services

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

Ref: 2013/167

---

### **Specification for Future New Primary School at Barton West**

To approve specifications against which to select an academy trust to run the proposed new primary school at Barton West.

*Decision Maker and Target Date:* **Cabinet, 18 March 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Public consultation

*Report By:* Director for Children's Services

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

Ref: 2013/159

---

**CABINET MEMBER: CULTURAL & COMMUNITY SERVICES**

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

NIL

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

**KEY DECISIONS**

**Oxfordshire Minerals and Waste Development Scheme 2013**

To seek approval for the Oxfordshire Minerals and Waste Development Scheme 2013, setting out the scope of and timetable for preparation of the revised Oxfordshire Minerals and Waste Plan Core Strategy, and for the date for the Scheme to be brought into effect and published.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment*

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

*Exempt Information:* None

*Consultations:* Minerals and Waste Cabinet Advisory Group

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

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2013/130

### **Oxfordshire Local Aggregate Assessment 2013**

To seek approval for the Oxfordshire Local Aggregate Assessment 2013, setting out the Council's assessment of the demand for and supply of aggregates (sand & gravel, crushed rock and secondary & recycled aggregate) in Oxfordshire, to be used to establish the provision for mineral supply that needs to be made in the revised Oxfordshire Minerals and Waste Plan Core Strategy and the landbanks of minerals that need to be provided for in Oxfordshire through planning permissions.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment*

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

*Exempt Information:* None

*Consultations:* Key stakeholders; Minerals & Waste Cabinet Advisory Group

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

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2013/131

---

### **Dix Pit Contract Variation**

To seek approval of variations to the Dix Pit Contract, agreed in principle with the contractor, relating to the closure of the landfill site and changes to the HWRC operation.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment*

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

*Exempt Information:* Yes - Category 3 - commercial sensitive information - report

*Consultations:* N/A

*Report By:* Director for Environment & Economy

*Contact:* Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867 Ref: 2013/171

---

## **Oxfordshire Minerals and Waste Local Plan - Core Strategy: Consultation Draft**

To seek approval for the Oxfordshire Minerals and Waste Local Plan – Core Strategy: Consultation Draft, setting out the Council’s proposed planning strategy and policies for minerals and waste Developments in Oxfordshire to 2030, for public consultation.

*Decision Maker and Target Date:* **Cabinet, 28 January 2014**

*Reason for amendment*

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

*Exempt Information:* None

*Consultations:* Key stakeholders; Minerals and Waste Cabinet Advisory Group

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

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2013/132

---

## **NON-KEY DECISIONS**

### **Consideration of Objections to Experimental Traffic Regulation Order - Banned Turns on A40 Risinghurst**

To seek approval to proceed.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 21 November 2013**

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 10/10/2013 to 21/11/2013. Reason: To allow time for consultation to be completed.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/069

---

## **Proposed Parking Restrictions - Various Locations in Littlemore and Iffley Turn, Oxford**

To consider objections received.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 21 November 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Local residents, members, stakeholders

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/137

---

## **Charges for Landowner Statements and Declarations (public rights of way & village greens)**

To seek approval for a charge to administer applications made under the Commons (Registration of Town and Village Greens) and Dedicated Highways (Landowner Statements and Declarations) Regulation 2013.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 21 November 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

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

*Contact:* Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435 Ref: 2013/153

---

## **Proposed Removal of Parking Bay - Lime Walk, Headington**

To consider objections received.

*Decision Maker and Target Date:* **Cabinet Member for Environment, 21 November 2013**

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 10/10/2013 to 21/11/2013. Reason: Item deferred at meeting on 10/10/2013.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Local residents, members, stakeholders.

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/136

---

## **Response to Westgate Planning Application**

To seek approval of the County Council's formal response to the Westgate planning application.

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**

*Reason for amendment* Decision due date for Cabinet changed from 26/11/2013 to 17/12/2013. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

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

*Contact:* Roy Newton, Service Manager - Infrastructure Planning Tel: (01865) 815647 Ref: 2013/123

---

## **Pre-Consultation Draft Rights of Way Improvement Plan**

To seek approval before consultation.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 21/11/2013 to 09/01/2014. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

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

*Contact:* Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435 Ref: 2013/119

---



## **Consideration of Objections to Experimental Traffic Regulation Order - Parking in Shiplake**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 21/11/2013 to 09/01/2014. Reason: Further work following consultation required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/068

---

## **Proposed Parking Restrictions - Burford Road/Moor Avenue, Witney**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 21/11/2013 to 09/01/2014. Reason: To allow time for consultation to be completed.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/070

---

## **Proposed Parking Restrictions - Limborough Road, Wantage**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 21/11/2013 to 09/01/2014. Reason: To allow time for consultation to be completed.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/072

---

## **Proposed Parking Restrictions - Various Locations, Kidlington and Gosford**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 21/11/2013 to 09/01/2014. Reason: To allow time for consultation to be completed.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/071

---

## **Proposed Minor Changes to Divinity Road and Magdalen Road (North) CPZs**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 12/09/2013 to 09/01/2014. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/073

---

## **Proposed Amendments to Residents Parking Scheme - Abingdon**

To seek approval to proceed.

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

*Reason for amendment* Decision due date for Cabinet Member for Environment changed from 12/09/2013 to 09/01/2014. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Key Stakeholders and Local Residents.

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/017

---

### **Oxfordshire Minerals and Waste Monitoring Report 2013**

To seek approval for the Oxfordshire Mineral and Waste Monitoring Report 2013, setting out information on progress in preparation of the Minerals and Waste Local Plan and on the implementation of planning policies for minerals and waste developments, to be published.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Minerals and Waste Cabinet Advisory Group

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

*Contact:* Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544 Ref: 2013/134

---

### **Chipping Norton - Over Norton Road Zebra Crossing**

To consider the results of public consultation and seek approval to proceed to construction.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* To be undertaken with frontages to the scheme, emergency services, local councils and councillors, vulnerable user groups and others as appropriate during October/November 2013.

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/158

---

## **Proposed Parking Restrictions, Murdock Road, Bicester**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/165

---

## **Proposed Disabled Persons Parking Places, Various Locations**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/166

---

## **A415 Ducklington Lane, Witney - Beechgate Traffic Regulation Order, Traffic Calming and Associated Measures**

To consider objections received.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/160

---

## **Proposed Traffic Calming - Shrivenham**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Local community via public notice – directly with emergency services and other stakeholders.

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/161

---

## **Proposed Parking Restrictions, Enstone**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/162

---

## **Proposed Extension to 30mph Speed Limit, Faringdon/Spring Hill, Southmoor**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865)  
815083 Ref: 2013/163

---

## **Amendments to Proposed Residents Parking Scheme, Cutteslowe Area, Oxford**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

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

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

*Contact:* Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083 Ref: 2013/164

---

## **Headington London Road Shared Use Facility from Gladstone Road to Wharton Road**

To seek approval to proceed.

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

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Consultation to be undertaken with frontages to the scheme, emergency services, local Councils and Councillors, Vulnerable User Groups and others as appropriate during November/December 2013.

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

*Contact:* Stephen Fitzgerald, Technician - Developer Scheme Tel: (01865) 815797 Ref: 2013/173

---

**CABINET MEMBER: FINANCE**

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

**Treasury Management Mid-Term Review (2012/13)**

To provide a mid-term review of Treasury Management activity in 2012/13 in accordance with the CIPFA code of practice.

*Decision Maker and Target Date:* **Cabinet, 26 November 2013**

*Reason for amendment* Decision due date for Cabinet changed from 19/11/2013 to 26/11/2013. Reason: Date of November Cabinet moved

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Finance Officer

*Contact:* Greg Ley, Financial Manager - Pension Fund Investments Tel: (01865) 323978 Ref: 2013/097

---

**Service & Resource Planning Report for 2014/15 - 2017/18 - December 2013**

To provide background on budget issues for 2014/15 and the medium term, including a review of charges.

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Finance Officer

*Contact:* Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2013/094

---



## **2013/14 Financial Monitoring & Business Strategy Delivery Report - October 2013**

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

*Decision Maker and Target Date:* **Cabinet, 17 December 2013**  
*Reason for amendment*  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Chief Finance Officer  
*Contact:* Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2013/113

---

## **Service & Resource Planning Report 2014/15 - 2017/18 - January 2014**

To provide background and context to the service and resource planning process for 2014/15 – 2017/18.

*Decision Maker and Target Date:* **Cabinet, 28 January 2014**  
*Reason for amendment*  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Chief Finance Officer  
*Contact:* Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2013/126

---

## **2013/14 Financial Monitoring & Business Strategy Delivery Report - December 2013**

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

*Decision Maker and Target Date:* **Cabinet, 25 February 2014**  
*Reason for amendment*  
*Key Decision:* No  
*Exempt Information:* None  
*Consultations:* N/A  
*Report By:* Chief Finance Officer  
*Contact:* Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995 Ref: 2013/147

---

**CABINET MEMBER: POLICY CO-ORDINATION**

**KEY DECISIONS**

NIL

**NON-KEY DECISIONS**

**Provision of Vapour Recovery Service to West Oxfordshire District Council**

To seek approval to enter into a contract with West Oxfordshire District Council to provide the vapour recovery service.

*Decision Maker and Target Date:*

**Cabinet Member for Policy Co-ordination, 9 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Fire Officer

*Contact:* Richard Webb, Trading Standards & Community Safety Manager Tel: (01865) 815791 Ref: 2013/154

**Further Agreement to Provide a Gypsy and Traveller Services to Buckinghamshire County Council**

To seek approval to enter a further agreement to provide Gypsy and Traveller Services to Buckinghamshire County Council.

*Decision Maker and Target Date:*

**Cabinet Member for Policy Co-ordination, 9 December 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Fire Officer

*Contact:* Richard Webb, Trading Standards & Community Safety Manager Tel: (01865) 815791 Ref: 2013/155

## **Prosecution Policy for Breaches of Weight Restrictions in Oxfordshire**

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

*Decision Maker and Target Date:* **Cabinet Member for Policy Co-ordination, 10 February 2014**

*Reason for amendment* Decision due date for Cabinet Member for Policy Co-ordination changed from 09/12/2013 to 10/02/2014. Reason: Further work required.

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Chief Fire Officer

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

---

## **Oxfordshire Fire & Rescue Service - Community Risk Management Plan - Action Plan 2014/2015**

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

*Decision Maker and Target Date:* **Cabinet, 25 February 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* Internal and external consultation with all stakeholders

*Report By:* Chief Fire Officer

*Contact:* Matt Carlile, Business & Improvement Manager Tel: (01865) 855211 Ref: 2013/109

---

## **CABINET MEMBER: PUBLIC HEALTH & THE VOLUNTARY SECTOR**

### **KEY DECISIONS**

#### **Provision of Sexual Health Services**

To seek approval of the commissioning of sexual health services.

*Decision Maker and Target Date:* **Cabinet Member for Public Health & the Voluntary Sector, 27 November 2013**

*Reason for amendment*

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

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

*Consultations:* N/A

*Report By:* Director of Public Health

*Contact:* Val Messenger, Deputy Director for Public Health Tel: (01865) 328660  
Ref: 2013/172

---

### **NON-KEY DECISIONS**

#### **Chill Out Fund 2013/14 - November 2013**

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

*Decision Maker and Target Date:* **Cabinet Member for Public Health & the Voluntary Sector, 27 November 2013**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Youth, Engagement & Opportunities - Service Manager

*Contact:* Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager  
Tel: (01865) 810649 Ref: 2013/098

---

### **Chill Out Fund 2013/14 - January 2014**

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

*Decision Maker and Target Date:*

**Cabinet Member for Public Health & the  
Voluntary Sector, 8 January 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* None

*Report By:* Youth, Engagement & Opportunities - Service Manager

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

Tel: (01865) 810649

Ref: 2013/129

---

### **Chill Out Fund 2014/15 - February 2014**

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

*Decision Maker and Target Date:*

**Cabinet Member for Public Health & the  
Voluntary Sector, 19 February 2014**

*Reason for amendment*

*Key Decision:* No

*Exempt Information:* None

*Consultations:* N/A

*Report By:* Youth, Engagement & Opportunities - Service Manager

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

Tel: (01865) 810649

Ref: 2013/149

---

## Timetable for Decisions listed in this Plan

*For further details of the decisions see the corresponding item and reference number in the main part of the Plan. November 2013 items included for ease of reference.*

### Cabinet - 26 November 2013

- **Staffing Report - Quarter 2 - 2013** 2013/095  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **Multi Agency Safeguarding Hub (MASH)** 2013/135  
*John Dixon, Interim Deputy Director - Children's Social Care Tel: (01865) 815165*
- **Final Decision on Expansion of Queensway Primary School to 2 Forms of Entry (2fe)** 2013/116  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*
- **Oxfordshire County Council Action Taken in Response to Child Sexual Exploitation** 2013/150  
*Jim Leivers, Director for Children's Services Tel: (01865) 328271*
- **Oxfordshire Minerals and Waste Development Scheme 2013** 2013/130  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Oxfordshire Local Aggregate Assessment 2013** 2013/131  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Dix Pit Contract Variation** 2013/171  
*Andrew Pau, Strategic Manager - Waste & Transport Tel: (01865) 815867*
- **Treasury Management Mid-Term Review (2012/13)** 2013/097  
*Greg Ley, Financial Manager - Pension Fund Investments Tel: (01865) 323978*

### Cabinet - 17 December 2013

- **Future of Schools/Back Office Facing Services - Externalisation Next Steps** 2013/169  
*Frances Craven, Deputy Director for Education & Early Intervention Tel: (01865) 815498, Graham Shaw, Deputy Director for Environment & Economy - Oxfordshire Customer Services Tel: 07939069084*

## The Forward Plan

- **Progress Report on Placement Strategy** 2013/096  
*Matthew Edwards, Corporate Parenting Manager Tel: (01865) 323098*
- **New Schools for Great Western Park, Didcot: Shortlist of Academy Trusts** 2013/152  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*
- **The Future of the Music Service in Oxfordshire** 2013/170  
*Vikki Gledhill, Business Development & Change Manager Tel: (01865) 323476*
- **Response to Westgate Planning Application** 2013/123  
*Roy Newton, Service Manager - Infrastructure Planning Tel: (01865) 815647*
- **Service & Resource Planning Report for 2014/15 - 2017/18 - December 2013** 2013/094  
*Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995*
- **2013/14 Financial Monitoring & Business Strategy Delivery Report - October 2013** 2013/113  
*Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995*

## Cabinet - 28 January 2014

- **Delegated Powers of the Chief Executive - January 2014** 2013/128  
*Sue Whitehead, Committee Services Manager Tel: (01865) 810262*
- **Cabinet Business Monitoring Report for Quarter 2** 2013/142  
*Maggie Scott, Acting Head of Policy Tel: (01865) 816081*
- **Home to School Transport Policy** 2013/089  
*Neil Darlington, Service Manager - Admissions & Transport Tel: (01865) 815844*
- **Oxfordshire Minerals and Waste Local Plan - Core Strategy: Consultation Draft** 2013/132  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Service & Resource Planning Report 2014/15 - 2017/18 - January 2014** 2013/126  
*Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995*

## Cabinet - 25 February 2014

- **Staffing Report - Quarter 3 - 2013** 2013/148  
*Sue Corrigan, Strategic HR Manager Tel: (01865) 810280*
- **Report on Consultation into New Schools for Bicester** 2013/167  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*
- **2013/14 Financial Monitoring & Business Strategy Delivery Report - December 2013** 2013/147  
*Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995*
- **Oxfordshire Fire & Rescue Service - Community Risk Management Plan - Action Plan 2014/2015** 2013/109  
*Matt Carlile, Business & Improvement Manager Tel: (01865) 855211*

## Cabinet - 18 March 2014

- **Specification for Future New Primary School at Barton West** 2013/159  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*

## Cabinet Member for Adult Social Care - 17 December 2013

- **Healthwatch Oxfordshire** 2013/112  
*Alison Partridge, Public Engagement Manager Tel: (01865) 256647*

## Cabinet Member for Children, Education & Families - 4 November 2013

- **Strategy for Expanding Primary and Secondary School Provision in the Grove and Wantage Area** 2013/151  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*

## Cabinet Member for Children, Education & Families - 10 February 2014

- **Report on Consultation into New Schools in Bicester** 2013/168  
*Diane Cameron, School Organisation Officer Tel: (01865) 816445*



## Cabinet Member for Environment - 21 November 2013

- **Consideration of Objections to Experimental Traffic Regulation Order - Banned Turns on A40 Risinghurst** 2013/069  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions - Various Locations in Littlemore and Iffley Turn, Oxford** 2013/137  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Charges for Landowner Statements and Declarations (public rights of way & village greens)** 2013/153  
*Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435*
- **Proposed Removal of Parking Bay - Lime Walk, Headington** 2013/136  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*

## Cabinet Member for Environment - 9 January 2014

- **Pre-Consultation Draft Rights of Way Improvement Plan** 2013/119  
*Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435*
- **Consideration of Objections to Experimental Traffic Regulation Order - Parking in Shiplake** 2013/068  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions - Burford Road/Moor Avenue, Witney** 2013/070  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions - Limborough Road, Wantage** 2013/072  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions - Various Locations, Kidlington and Gosford** 2013/071  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*

## The Forward Plan

- **Proposed Minor Changes to Divinity Road and Magdalen Road (North) CPZs** 2013/073  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Amendments to Residents Parking Scheme - Abingdon** 2013/017  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Oxfordshire Minerals and Waste Monitoring Report 2013** 2013/134  
*Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544*
- **Chipping Norton - Over Norton Road Zebra Crossing** 2013/158  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions, Murdock Road, Bicester** 2013/165  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Disabled Persons Parking Places, Various Locations** 2013/166  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **A415 Ducklington Lane, Witney - Beechgate Traffic Regulation Order, Traffic Calming and Associated Measures** 2013/160  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Traffic Calming - Shrivenham** 2013/161  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Parking Restrictions, Enstone** 2013/162  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Proposed Extension to 30mph Speed Limit, Faringdon/Spring Hill, Southmoor** 2013/163  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*
- **Amendments to Proposed Residents Parking Scheme, Cutteslowe Area, Oxford** 2013/164  
*Jim Daughton, Highways & Transport Service Manager Tel: (01865) 815083*

## The Forward Plan

- **Headington London Road Shared Use Facility from Gladstone Road to Wharton Road** 2013/173  
*Stephen Fitzgerald, Technician - Developer Scheme Tel: (01865) 815797*

### Cabinet Member for Policy Co-ordination - 9 December 2013

- **Provision of Vapour Recovery Service to West Oxfordshire District Council** 2013/154  
*Richard Webb, Trading Standards & Community Safety Manager  
Tel: (01865) 815791*
- **Further Agreement to Provide a Gypsy and Traveller Services to Buckinghamshire County Council** 2013/155  
*Richard Webb, Trading Standards & Community Safety Manager  
Tel: (01865) 815791*

### Cabinet Member for Policy Co-ordination - 10 February 2014

- **Prosecution Policy for Breaches of Weight Restrictions in Oxfordshire** 2013/156  
*Richard Webb, Trading Standards & Community Safety Manager  
Tel: (01865) 815791*

### Cabinet Member for Public Health & the Voluntary Sector - 27 November 2013

- **Provision of Sexual Health Services** 2013/172  
*Val Messenger, Deputy Director for Public Health Tel: (01865) 328660*
- **Chill Out Fund 2013/14 - November 2013** 2013/098  
*Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649*

### Cabinet Member for Public Health & the Voluntary Sector - 8 January 2014

- **Chill Out Fund 2013/14 - January 2014** 2013/129  
*Ruth Ashwell, Youth, Engagement & Opportunities - Service Manager Tel: (01865) 810649*

**Cabinet Member for Public Health & the Voluntary Sector - 19  
February 2014**

- **Chill Out Fund 2014/15 - February 2014** 2013/149  
*Ruth Ashwell, Youth, Engagement & Opportunities - Service  
Manager Tel: (01865) 810649*