

## WHAT IS OXFORD CITY COUNCIL'S FORWARD PLAN?

The Forward Plan gives advance information on all key decisions the Executive Board, Area Committees or officers of Oxford City Council are expected to take over the forthcoming four-month period. A key decision, except in special or urgent circumstances, cannot be taken unless it has appeared in the appropriate Forward Plan.

In financial terms, a key decision is one which is likely to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates. The guidance figures for "significant" items in financial terms are £150,000 for General Fund or £200,000 for Housing Revenue Account. In more general terms a key decision is one that is likely to be significant in terms of its effect on communities living in an area comprising two or more Wards in the Council's area.

Although it is not a statutory requirement, this Forward Plan also contains details of other matters likely to be considered by the Executive Board or other decision makers, but which are not necessarily key decisions. This includes prior consideration by the Executive Board of decisions that are to be taken by Council.

Documents submitted to the decision maker are available for inspection at the address given above from five clear working days prior to the date on which the decision is to be made. Dates for decisions to be made are given as guidance and are the earliest date on which a decision may be taken

*If you wish to make representations about any decision which is to be taken, you should do so by completing the attached pro forma and return it to: The Chief Executive, (for the attention of Brenda Lammin), Oxford City Council, PO Box 1191, The Town Hall, Blue Boar Street, Oxford OX1 4EY, ☎ 01865 252219, or email: [blammin@oxford.gov.uk](mailto:blammin@oxford.gov.uk) at least 15 working days before the decision is due to be made.*

NOTE: Items are listed by Portfolio Holder and Strategic Management Team

### Executive Portfolios

|                             |  |
|-----------------------------|--|
| Alex Hollingsworth (Leader) | Financial Stability and Asset Management             |
| Bill Baker (Deputy Leader)  | Corporate Governance and Procurement                 |
| Susan Brown                 | Crime and Community Safety                           |
| Maureen Christian           | Culture, Events and Tourism                          |
| Mary Clarkson               | Local Environment                                    |
| Dan Paskins                 | Social Inclusion                                     |
| John Tanner                 | Performance and Service Quality                      |
| Ed Turner                   | Strategic Planning, Housing and Economic Development |

### Strategic Management Team

|                 |   |
|-----------------|---|
| Caroline J Bull | Chief Executive                                     |
| Mark Luntley    | Strategic Director - Finance and Corporate Services |
| Neil Gibson     | Strategic Director - Housing, Health and Community  |
| Sharon Cosgrove | Strategic Director - Physical Environment           |

## **FORWARD PLAN FOR THE PERIOD 1 DECEMBER 2004 – 31 MARCH 2005**

↔ Indicates key decision

\*Indicates that there is more than one portfolio holder for this item

### ***Financial Stability and Asset Management Portfolio Councillor Alex Hollingsworth – Leader of the Council***

1. **\*HRA non-dwelling assets – review of whether they should remain in the HRA or be transferred to the General Fund ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
2. **Review of Treasury Strategy and Prudential Borrowing Indicators for 2004/05 ↔**  
Decision maker: Executive Board/Council  
Decision due: Executive Board 10 January 2005  
Council 24 January 2005
3. **Setting the Council Tax Base**  
Decision maker: Executive Board/Council  
Decision due: Executive Board 10 January 2005  
Council 10 January 2005
4. **LIFT – strategic service delivery plan ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
5. **Budgets for 2005/06 to 2007/08 for recommendation to Council ↔**  
Decision maker: Executive Board/Council  
Decision due: Executive Board 7 February 2005  
Council 14 February 2005
6. **Bonn Square Improvement – brief for design competition**  
Decision maker: Executive Board  
Decision due: 7 February 2005

### ***Corporate Governance and Procurement Portfolio Councillor Bill Baker – Deputy Leader of the Council***

1. **Procurement Strategy ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
2. **Active England – Major Project Approval ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005

3. **\*First Stage Redevelopment of the Town Hall – Major Project Approval ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
4. **Risk Management Strategy and wider issues – approval of consultation draft ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
5. **Human Resources Strategy – approval of draft for consultation ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
6. **\*The Oxford Plan – results of consultation ↔**  
Decision maker: Executive Board  
Decision due: Executive Board 7 February 2005  
Council 14 February 2005
7. **Human Resources Strategy – results of consultation ↔**  
Decision maker: Executive Board  
Decision due: 7 March 2005

***Crime and Community Safety Portfolio  
Councillor Susan Brown – Executive Board member***

No items notified for this period.

***Culture, Events and Tourism Portfolio  
Councillor Maureen Christian – Executive Board member***

1. **\*First Stage Redevelopment of the Town Hall – Major Project Approval ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
2. **Grant Support to Voluntary & Community Organisations 2005/06 ↔**  
Decision maker: Executive Board  
Decision due: 7 March 2005

***Local Environment Portfolio  
Councillor Mary Clarkson – Executive Board member***

1. **Parks Service External Charging**  
Decision maker: Executive Board  
Decision due: 10 January 2005

**2. Real Time Bus Shelters in Oxford City and the Current position of the City and County Councils**

Decision maker: Executive Board  
Decision due: 10 January 2005

**3. Plastic Recycling**

Decision maker: Executive Board  
Decision due: 10 January 2004

**4. Radcliffe Infirmary Site – development guidelines**

Decision maker: Executive Board  
Decision due: 10 January 2004

**5. Local Air Quality Management Detailed Assessment**

Decision maker: Executive Board  
Decision due: 7 February 2005

***Social Inclusion Portfolio***

***Councillor Dan Paskins – Executive Board Member***

**1. Community Centres Strategy ↔**

Decision maker: Executive Board  
Decision due: 10 January 2005

**2. Equalities Policy ↔**

Decision maker: Executive Board/Council  
Decision due: Executive Board 7 March 2005  
Council 28 April 2005

***Performance and Service Quality Portfolio***

***Councillor John Tanner – Executive Board Member***

**1. \*The Oxford Plan – results of consultation**

Decision maker: Executive Board/Council  
Decision due: Executive Board 7 February 2005  
Council 14 February 2005

***Strategic Planning, Housing and Economic Development Portfolio***

***Councillor Ed Turner – Executive Board Member***

**1. \*HRA non-dwelling assets – review of whether they should remain in the HRA or be transferred to the General Fund ↔**

Decision maker: Executive Board/Council  
Decision due: Executive Board 30 November 2004  
Council 24 January 2005

2. **Seeking agreement to cease use of Housing and Revenue Account owned hostels as temporary accommodation ↔**  
Decision maker: Executive Board  
Decision due: 10 January 2005
3. **Supporting People Strategy – post consultation version for approval and adoption by Council ↔**  
Decision maker: Executive Board/Council  
Decision due: Executive Board 10 January 2005  
Council 24 January 2005
4. **Butterworth Place redevelopment ↔**  
Decision maker: Executive Board/  
Decision due: 10 January 2005
5. **Local Development Scheme 2004-2007 ↔**  
Decision maker: Executive Board/Council  
Decision due: Executive Board 7 February 2005  
Council 7 March 2005

***Strategic Management Team***

***Decisions to be taken by the Chief Executive***

None.

***Decisions to be taken by the Strategic Director, Finance and Corporate Services***

None

***Decisions to be taken by the Strategic Director, Housing, Health and Community***

**Papers submitted from time to time to the Supporting People Commissioning Body** (delegated authority granted by the Executive Board on 19 May 2003)

**Papers submitted from time to time to the LIFT Strategic Partnering Board** (delegated authority granted by the Executive Board on 16 September 2003)

**Following advice from the Housing Advisory Board on items considered by that Board** (delegated authority granted by Council on 17 September 2004)

1. **Estate Shops Strategy ↔**  
Decision maker: Strategic Director  
Decision due: December 2004

**2. Seeking delegated powers to allow the use of relevant provisions of the Anti-Social Behaviour Act 2003 ↔**

Decision maker: Executive Board

Decision due: December 2004

***Decisions to be taken by the Strategic Director, Physical Environment***

None