

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 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
Michael Lawrence	Strategic Director - Housing, Health and Community*
Sharon Cosgrove	Strategic Director - Physical Environment

*with effect from 4 January 2005

FORWARD PLAN FOR THE PERIOD 1 JANUARY – 30 APRIL 2005

↔ Indicates key decision

F Indicates this is part of the Council's Budget or Policy Framework

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

1. **Prudential Borrowing Indicators for 2004/05**
Decision maker: Executive Board/Council ↔
Decision due: Executive Board 10 January 2005
Council 24 January 2005

2. **Financial Regulations**
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. **District Auditor's Letter December 2004**
Decision maker: Executive Board
Decision due: Executive Board 10 January or 7 February 2005

5. **Budgets for 2005/06 to 2007/08 for recommendation to Council**
Decision maker: Executive Board/Council ↔ *F*
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

7. **West End Development Framework - endorsement**
Decision maker: Executive Board/Council
Decision due: Executive Board 7 March 2005
Council 7 March or 25 April 2005?

8. **LIFT – Strategic Service Delivery Plan**
Decision maker: Executive Board ↔
Decision due: 7 March 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. Human Resources Strategy – approval of consultation draft

Decision maker: Executive Board ↔ *F*

Decision due: 10 January 2005

4. First Stage Redevelopment of the Town Hall – Major Project Approval

Decision maker: Executive Board ↔

Decision due: 7 February 2005

5. Risk Management Strategy and wider issues – consultation draft

Decision maker: Executive Board ↔ *F*

Decision due: 7 March 2005

6. Human Resources Strategy – results of consultation

Decision maker: Executive Board ↔ *F*

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. X-Change Gallery/Oxfordshire Visual Arts Development Agency

Decision maker: Executive Board

Decision due: 10 January 2005

2. First Stage Redevelopment of the Town Hall – Major Project Approval

Decision maker: Executive Board ↔

Decision due: 10 January 2005

3. 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. 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
- 2. Local Air Quality Management Detailed Assessment**
Decision maker: Executive Board
Decision due: 7 February 2005
- 3. Building Regulation Charges 2005/06**
Decision maker: Executive Board ↔
Decision due: 7 March 2005
- 4. South East Plan Consultation**
Decision maker: Executive Board ↔
Decision due: 4 April 2005

Social Inclusion Portfolio
Councillor Dan Paskins – Executive Board Member

- 1. Community Centres Strategy**
Decision maker: Executive Board ↔
Decision due: 7 February 2005
- 2. Code of Conduct on “Protecting Children from Harm”**
Decision maker: Executive Board
Decision due: 7 March 2005
- 3. Equalities Policy**
Decision maker: Executive Board/Council ↔ **F**
Decision due: Executive Board 7 March 2005
Council 25 April 2005

Performance and Service Quality Portfolio
Councillor John Tanner – Executive Board Member

- 1. The Oxford Plan – consultation draft**
Decision maker: Executive Board/Council **F**
Decision due: Executive Board 10 January 2005
- 2. The Oxford Plan – results of consultation**
Decision maker: Executive Board/Council ↔ **F**
Decision due: Executive Board 4 April 2005
Council 25 April 2005

**Strategic Planning, Housing and Economic Development Portfolio
Councillor Ed Turner – Executive Board Member**

1. Capital Funding - Hostels

Decision maker: Executive Board/Council ↔
Decision due: Executive Board 10 January 2005
Council 24 January 2005

2. Section 106 Proposed Expenditure – Annual Report

Decision maker: Executive Board/Council ↔
Decision due: Executive Board 10 January 2005
Council 24 January 2005

3. Supporting People Strategy 2006/06

Decision maker: Executive Board ↔
Decision due: Executive Board 10 January 2005

4. Butterwort Place redevelopment

Decision maker: Executive Board ↔
Decision due: 7 February 2005

**5. Ending the current use of Housing and Revenue Account owned hostels
as temporary accommodation**

Decision maker: Executive Board ↔
Decision due: 7 February 2005

6. 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)

Decisions to be taken by the Strategic Director, Physical Environment

None

Decisions to be taken by the substantive Housing Services Business Manager (delegated authority granted by Council on 22 November 2004 until such time as a new HRA Strategic Manager, Landlord Services, is appointed)

1. **Estate Shops Strategy** ⇄
Decision maker: Strategic Director
Decision due: December 2004/January 2005

2. **Seeking delegated powers to allow the use of relevant provisions of the Anti-Social Behaviour Act 2003** ⇄
Decision maker: Strategic Director
Decision due: December 2004/January 2005