

# FORWARD PLAN

## September 2017 - August 2018

Published on: 29/09/17

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### What is the Forward Plan?

The Forward Plan gives information about all the decisions (key and non-key) that the City Executive Board (CEB) is expected to take over the next year. For completeness, the Forward Plan also includes important decisions which will be taken by the full Council.

Each item on the Forward Plan shows either a provisional or confirmed date for when it will be considered by CEB. Where possible, report authors will keep to the dates shown, however, it may be necessary for some provisional items to be rescheduled.

The Forward Plan is published on the Council's website on the first working day of the month. However, it is subject to regular revision and new issues or changes to existing issues will be posted on the website as soon as they are known.

The Forward Plan includes:

- a short description of the decision to be made
- who will make the decision
- when the decision will be made
- details of the planned consultation with local people and other stakeholders
- contact details for further information

### What is a Key decision?

A key decision is an executive decision which is likely:

- to result in the council incurring expenditure of more than £500,000; or
- to be significant in terms of its effects on communities living or working in an area comprising of two or more wards.

A key decision, except in special or urgent circumstances, cannot be taken unless it has appeared in the Forward Plan for 28 days before the decision is made.

### Inspection of documents

The agenda papers (including the reports and background papers) for CEB meetings are available 5 working days before the meeting on the council website:

<http://www.oxford.gov.uk>

The Forward Plan is available to view at the Town Hall.

### Private meetings

The majority of the decisions taken by the CEB are made in the "open session" of a meeting when the press or public have the right to attend. However, some or all, of the information supporting decisions in the Forward Plan may be confidential and as such it will be taken in the "private session" a meeting when the press or public are excluded. Items that will be taken in "private session" are marked in this plan and the reason for doing so given.

If you object to an item being taken in private, or if you wish to make representations about any matter listed in the Forward Plan, then please contact Committee & Member Services at least 7 working days before the decision is due to be made:

T: 01865 252191

Email: [cityexecutiveboard@oxford.gov.uk](mailto:cityexecutiveboard@oxford.gov.uk)

### **The Council's decision-making process**

Further information about the Council's decision making process can be found in the Council's Constitution, which can be inspected at the Council's offices or online at

<http://www.oxford.gov.uk>

### **City Executive Board Members and Senior Officers**

<b>City Executive Board Member</b>	<b>Portfolio</b>
<b>Bob Price, Council Leader</b>	Corporate Strategy and Economic Development
<b>Ed Turner, Deputy Leader</b>	Finance and Asset Management
<b>Susan Brown</b>	Customer and Corporate Services
<b>Alex Hollingsworth</b>	Planning and Regulatory Services
<b>Tom Hayes</b>	Community Safety
<b>Linda Smith</b>	Leisure, Parks and Sport
<b>Mike Rowley</b>	Housing
<b>Dee Sinclair</b>	Culture and Communities
<b>John Tanner</b>	A Clean and Green Oxford
<b>Marie Tidball</b>	Young People, Schools and Public Health

<b>Senior Officer</b>	<b>Job Title</b>
<b>Gordon Mitchell</b>	Interim Chief Executive
<b>Tim Sadler</b>	Executive Director, Community Services
<b>Jackie Yates</b>	Executive Director, Organisational Development and Corporate Services
<b>Caroline Green</b>	Assistant Chief Executive
<b>Fiona Piercy</b>	Interim Assistant Chief Executive – Regeneration and Economy
<b>Helen Bishop</b>	Head of Business Improvement
<b>Ian Brooke</b>	Head of Community Services
<b>Graham Bourton</b>	Head of Direct Services
<b>Nigel Kennedy</b>	Head of Financial Services/Section 151 Officer
<b>Stephen Clarke</b>	Head of Housing Services
<b>Lindsay Cane</b>	Acting Head of Law and Governance / Monitoring Officer
<b>Patsy Dell</b>	Head of Planning, Sustainable Development and Regulatory Services

## **KEY EXECUTIVE DECISIONS DELEGATED TO OFFICERS**

### **REPORTS TO CEB AND COUNCIL**

**CEB 19 SEPTEMBER 2017**

to include any reports from CEB

**COUNCIL 2 OCTOBER 2017**

**CEB 16 OCTOBER 2017**

**CEB 21 NOVEMBER 2017**

**CEB 20 DECEMBER 2017**

**CEB: 23 JANUARY 2018**

**COUNCIL: 29 JANUARY 2018**

to include any reports from CEB

**CEB: 13 FEBRUARY 2018**

**BUDGET COUNCIL: 19 FEBRUARY 2018**

to include any reports from CEB

**CEB: 20 MARCH 2018**

**CEB: 17 APRIL 2018**

**COUNCIL : 23 APRIL 2018**

to include any reports from CEB

**ANNUAL COUNCIL: 15 MAY 2018**

**CEB: 22 MAY 2018**

**CEB: 19 JUNE 2018**

**CEB: 17 JULY 2018**

**CEB AUGUST 2018**