

Forward Plan

1 APRIL 2009



What is the forward plan?

The forward plan is a list of the key decisions and other planned Executive and Executive Member decisions the council intends to take over a four-month period from 1 April 2009. The plan is updated monthly and published at least 14 days before it comes into effect.

What is a key decision?

Key decisions are defined as decisions which, in the view of the relevant Strategic Director, are likely:

- *to incur expenditure or make savings which are significant*
- *to be significant in its effect on communities within more than one ward*

Officers may also include other items that do not fit the above definition in the forward plan on a voluntary basis.

What does the forward plan tell me?

The plan gives information about:

- what decisions (key and otherwise) are coming forward in the next four months and beyond
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- who you can make representations to, and how
- what documents you can ask for
- who you can contact for further information

Who takes key decisions?

Key decisions are taken by the Executive, individual Executive Members, individual officers or a committee acting under delegated powers. Most key decisions are taken at public meetings.

Who can I contact?

Each entry in the plan indicates the names of all the relevant people to contact about that particular item.

How do I make contact?

The telephone numbers for the relevant officers are listed in the individual entries in the forward plan. The contact details for the Executive Members are available on the Council's website www.whitehorsedc.gov.uk or by telephoning the Council offices on 01235 520202.

How do I get copies of agenda papers?

The agenda papers for Executive meetings are available five working days before the meeting on the Council's website www.whitehorsedc.gov.uk. Alternatively you can contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, Vale of White Horse District Council, The Abbey House, Abingdon, OX14 3JE, tel: 01235 540307, e-mail: steve.culliford@whitehorsedc.gov.uk.

On occasions, the papers you request may contain exempt or confidential information. If this is the case, we will explain why it is not possible to make copies available.

How to make representations to the Executive

Members of the public wishing to address a meeting of the Executive on an issue relating to the Council's powers and duties should notify the Head of Legal and Democratic Services by 10am on the day of the meeting. Please contact contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, Vale of White Horse District Council, The Abbey House, Abingdon, OX14 3JE, tel: 01235 540307, e-mail: steve.culliford@whitehorsedc.gov.uk.

Forward Plan

DECISION AND PURPOSE	KEY DECISION ?	DECISION MAKER	DATE FIRST ON FORWARD PLAN	EXECUTIVE PORTFOLIO HOLDER	PRINCIPAL CONSULTEES INCLUDING COMMITTEES	CONTACT OFFICER	BACKGROUND DOCUMENTS
Community Grants - to consider Vale-wide grant applications	No	Executive 3 Apr 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
Upper Thames Reservoir - Thames Water's Statement of Response to the Secretary of State – to seek further clarification	No	Executive 3 Apr 2009	April 2009	Councillors Tony de Vere	Consult Reservoir Advisory Group, Leader of the Council, and Deputy Leader of the Opposition	Mike Gilbert Tel. 01235 547681 E-mail: mike.gilbert@whitehorsedc.gov.uk	Executive reports for Thames Water's Water Resources Management Plan
Common E-mail System - approve new system	No	Executive 3 Apr 2009	April 2009	Councillor Richard Farrell	Consult portfolio holder	Andrew Down, Head of HR, IT and Customer Tel. 01235 540372 E-mail: andrew.down@whitehorsedc.gov.uk	Executive reports for Common E-mail System
Building Regulation Charges 2009-10 – recommend to Council	No	Executive 3 Apr 2009	April 2009	Councillor Jenny Hannaby	Consult portfolio holder	Mike Mackay, Head of Commercial Services Tel. 01235 540337 E-mail: michael.mackay@whitehorsedc.gov.uk	Executive reports for Building Regulation Charges 2009-10

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Ridgeway Shared Services Performance Monitoring	No	Ridgeway Shared Service Partnership Strategic Board 5 May 2009	March 2009	Councillors Mary de Vere and Jerry Patterson	Ridgeway Shared Service Partnership Strategic Board members	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehorsedc.gov.uk	Performance monitoring data
Appointments to Advisory Groups and Joint Bodies 2009/10	No	Executive 20 May 2009	March 2009	Councillor Tony de Vere	Leader of the Council	Carole Nicholl 01235 540305 carole.nicholl@whitehorsedc.gov.uk	Existing appointments to Advisory Groups and Joint Bodies
Appointments to Executive Outside Bodies 2009/10	No	Executive 20 May 2009	March 2009	Councillor Tony de Vere	Leader of the Council	Carole Nicholl 01235 540305 carole.nicholl@whitehorsedc.gov.uk	Existing appointments to Executive Outside Bodies
North East Area Committee Community Grants - to consider grant applications	No	North East Area Committee 8 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Dudley Hoddinott	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
South East Area Committee Community Grants - to consider grant applications	No	South East Area Committee 9 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria

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Corporate Governance Fourth Quarter 2008/09 - to monitor performance and take any necessary action	No	Executive 12 Jun 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorse-dc.gov.uk	Performance monitoring data
Service Area Annual Reports 2008/09 - to review the annual reports	No	Executive 12 Jun 2009	March 2009	All Executive portfolio holders	Executive portfolio holders	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorse-dc.gov.uk	Service Area Annual Reports 2008/09
Housing Allocations Policy- implementation of sub-regional choice-based lettings scheme	KEY	Executive 12 Jun 2009	February 2009	Councillor Angela Lawrence	Executive portfolio holder	Paul Staines, Head of Housing and Health 01235 547621 paul.staines@whitehorsedc.gov.uk	Existing scheme
Property Investment Strategy - to approve the strategy	KEY	Executive 12 Jun 2009	February 2009	Councillor Richard Webber	Executive portfolio holder	Steve Lawrence 01235 540321 stephen.lawrence@whitehorsedc.gov.uk	Existing strategy
West Area Committee Community Grants - to consider grant applications	No	West Area Committee 23 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chairman – Councillor Robert Sharp	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
Abingdon Area Community Grants - to consider grant applications	No	Abingdon Area Committee 2 Jul 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria

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Ridgeway Shared Services Performance Monitoring	No	Ridgeway Shared Service Partnership Strategic Board 3 Aug 2009	March 2009	Councillors Mary de Vere and Jerry Patterson	Ridgeway Shared Service Partnership Strategic Board members	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehosedc.gov.uk	Performance monitoring data
Corporate Governance First Quarter 2009/10 - to monitor performance and take any necessary action	No	Executive 7 Aug 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorsedc.gov.uk	Performance monitoring data
Financial Outturn 2008/09 - to monitor financial performance	No	Executive 7 Aug 2009	March 2009	Councillor Jerry Patterson	Executive portfolio holder	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehorsedc.gov.uk	Performance data
Treasury Management and Investment Review 2008/09	KEY	Executive 7 Aug 2009	March 2009	Councillor Jerry Patterson	Executive portfolio holder	Steve Lawrence 01235 540321 stephen.lawrence@whitehorsedc.gov.uk	Performance data
Community Grants - to consider Vale-wide grant applications	No	Executive 2 Oct 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
South East Area Committee Community Grants - to consider grant applications	No	South East Area Committee 13 Oct 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria

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North East Area Committee Community Grants - to consider grant applications	No	North East Area Committee 19 Oct 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Dudley Hoddinott	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
Ridgeway Shared Services Performance Monitoring	No	Ridgeway Shared Service Partnership Strategic Board 2 Nov 2009	March 2009	Councillors Mary de Vere and Jerry Patterson	Ridgeway Shared Services Partnership Strategic Board members	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehorsedc.gov.uk	Performance monitoring data
Abingdon Area Committee Community Grants - to consider grant applications	No	Abingdon Area Committee 5 Nov 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
West Area Committee Community Grants - to consider grant applications	No	West Area Committee 10 Nov 2009	March 2009	Councillor Tony de Vere	Area Committee Chairman – Councillor Robert Sharp	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
Corporate Governance Second Quarter 2009/10 - to monitor performance and take any necessary action	No	Executive 4 Dec 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorsedc.gov.uk	Performance monitoring data

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Service Area Half Year Reports 2009/10 - to review performance and take any necessary remedial action	No	Executive 4 Dec 2009	March 2009	All Executive portfolio holders	Executive portfolio holders	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorse-dc.gov.uk	Service Area Half Year Reports 2009/10
Ridgeway Shared Services Performance Monitoring	No	Ridgeway Shared Service Partnership Strategic Board 1 Feb 2010	March 2009	Councillors Mary de Vere and Jerry Patterson	Ridgeway Shared Services Partnership Strategic Board members	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehorsedc.gov.uk	Performance monitoring data
Treasury Management and Investment Strategy 2010/11 - to recommend Council to approve the strategy	No	Executive 5 Feb 2010	March 2009	Councillor Jerry Patterson	Executive portfolio holder	Steve Lawrence 01235 540321 stephen.lawrence@whitehorsedc.gov.uk	Existing Treasury Management and Investment Strategy
Executive Budget Proposals 2010/11	KEY	Executive 5 Feb 2010	March 2009	All Executive portfolio holders	Executive portfolio holders	William Jacobs, Head of Finance 01235 540455 william.jacobs@whitehorsedc.gov.uk	Draft revenue budget 2010/11 and capital programme to 2013/14
Corporate Governance Third Quarter 2009/10 - to monitor performance and take any necessary action	No	Executive 5 Feb 2010	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 robert.woodside@whitehorse-dc.gov.uk	Performance monitoring data

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South East Area Committee Community Grants - to consider grant applications	No	South East Area Committee 9 Mar 2010	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
Abingdon Area Committee Community Grants - to consider grant applications	No	Abingdon Area Committee 18 Mar 2010	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria
West Area Committee Community Grants - to consider grant applications	No	West Area Committee 23 Mar 2010	March 2009	Councillor Tony de Vere	Area Committee Chairman – Councillor Robert Sharp	Toby Warren 01235 547695 toby.warren@whitehorsedc.gov.uk	Grant applications and grants criteria