

# Forward Plan

1 MAY 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 May 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](http://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](http://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](mailto: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 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](mailto: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
<b>Ridgeway Shared Services Performance Monitoring</b>	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 <a href="mailto:william.jacobs@whitehorsedc.gov.uk">william.jacobs@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Appointments to Advisory Groups and Joint Bodies 2009/10</b>	No	Executive 20 May 2009	March 2009	Councillor Tony de Vere	Leader of the Council	Carole Nicholl 01235 540305 <a href="mailto:carole.nicholl@whitehorsedc.gov.uk">carole.nicholl@whitehorsedc.gov.uk</a>	Existing appointments to Advisory Groups and Joint Bodies
<b>Appointments to Executive Outside Bodies 2009/10</b>	No	Executive 20 May 2009	March 2009	Councillor Tony de Vere	Leader of the Council	Carole Nicholl 01235 540305 <a href="mailto:carole.nicholl@whitehorsedc.gov.uk">carole.nicholl@whitehorsedc.gov.uk</a>	Existing appointments to Executive Outside Bodies
<b>Corporate Governance Fourth Quarter 2008/09 - to monitor performance and take any necessary action</b>	No	Executive 12 Jun 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Service Area Annual Reports 2008/09 - to review the annual reports</b>	No	Executive 12 Jun 2009	March 2009	All Executive portfolio holders	Executive portfolio holders	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Service Area Annual Reports 2008/09

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<b>Partial Review of the Regional Spatial Strategy for the South East – Policy M3 – Primary land-won aggregates and sub-regional apportionment - to approve a response</b>	No	Executive 12 Jun 2009	May 2009	Councillor Mary de Vere	Consult Executive portfolio holder	Peter Williams Tel. 01235 520202, ext. 502 E-mail: <a href="mailto:peter.williams@whitehorsedc.gov.uk">peter.williams@whitehorsedc.gov.uk</a>	South East England Regional Assembly report
<b>Ridgeway Shared Services Performance Monitoring</b>	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 <a href="mailto:william.jacobs@whitehorsedc.gov.uk">william.jacobs@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Corporate Governance First Quarter 2009/10 - to monitor performance and take any necessary action</b>	No	Executive 7 Aug 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Financial Outturn 2008/09 - to monitor financial performance</b>	No	Executive 7 Aug 2009	March 2009	Councillor Jerry Patterson	Executive portfolio holder	William Jacobs, Head of Finance 01235 540455 <a href="mailto:william.jacobs@whitehorsedc.gov.uk">william.jacobs@whitehorsedc.gov.uk</a>	Performance data
<b>Treasury Management and Investment Review 2008/09</b>	KEY	Executive 7 Aug 2009	March 2009	Councillor Jerry Patterson	Executive portfolio holder	Steve Lawrence 01235 540321 <a href="mailto:stephen.lawrence@whitehorsedc.gov.uk">stephen.lawrence@whitehorsedc.gov.uk</a>	Performance data

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<b>Partial Review of the South East Plan's provisions regarding Gypsies and Travellers</b>	No	Executive 7 Aug 2009	May 2009	Councillor Mary de Vere	Consult Executive Portfolio Holder	Peter Williams Tel. 01235 520202, ext. 502 E-mail: <a href="mailto:peter.williams@whitehosedc.gov.uk">peter.williams@whitehosedc.gov.uk</a>	Executive reports for Partial Review of the South East Plan's provisions regarding Gypsies and Travellers
<b>Community Grants - to consider Vale-wide grant applications</b>	No	Executive 2 Oct 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>Ridgeway Shared Services Performance Monitoring</b>	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 <a href="mailto:william.jacobs@whitehorsedc.gov.uk">william.jacobs@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Corporate Governance Second Quarter 2009/10 - to monitor performance and take any necessary action</b>	No	Executive 4 Dec 2009	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Service Area Half Year Reports 2009/10 - to review performance and take any necessary remedial action</b>	No	Executive 4 Dec 2009	March 2009	All Executive portfolio holders	Executive portfolio holders	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Service Area Half Year Reports 2009/10

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<b>Treasury Management and Investment Strategy 2010/11 - to recommend Council to approve the strategy</b>	No	Executive 5 Feb 2010	March 2009	Councillor Jerry Patterson	Executive portfolio holder	Steve Lawrence 01235 540321 <a href="mailto:stephen.lawrence@whitehorsedc.gov.uk">stephen.lawrence@whitehorsedc.gov.uk</a>	Existing Treasury Management and Investment Strategy
<b>Executive Budget Proposals 2010/11</b>	KEY	Executive 5 Feb 2010	March 2009	All Executive portfolio holders	Executive portfolio holders	William Jacobs, Head of Finance 01235 540455 <a href="mailto:william.jacobs@whitehorsedc.gov.uk">william.jacobs@whitehorsedc.gov.uk</a>	Draft revenue budget 2010/11 and capital programme to 2013/14
<b>Corporate Governance Third Quarter 2009/10 - to monitor performance and take any necessary action</b>	No	Executive 5 Feb 2010	March 2009	Councillor Tony de Vere	Executive portfolio holder	Robert Woodside 01235 520202, ext. 499 <a href="mailto:robert.woodside@whitehorsedc.gov.uk">robert.woodside@whitehorsedc.gov.uk</a>	Performance monitoring data
<b>Review of Calendar and E-mail System</b>	No	Executive around January 2011	May 2009	Councillor Richard Farrell	Consult Staff groups and Management Team	Andrew Down, Head of HR, IT and Customer Tel. 01235 540372 E-mail: <a href="mailto:andrew.down@whitehorsedc.gov.uk">andrew.down@whitehorsedc.gov.uk</a>	Executive reports for Review of Calendar and E-mail System

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<b>Abingdon Area Community Grants - to consider grant applications</b>	No	Abingdon Area Committee 2 Jul 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>Abingdon Area Committee Community Grants - to consider grant applications</b>	No	Abingdon Area Committee 5 Nov 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>Abingdon Area Committee Community Grants - to consider grant applications</b>	No	Abingdon Area Committee 18 Mar 2010	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Angela Lawrence	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>North East Area Committee Community Grants - to consider grant applications</b>	No	North East Area Committee 8 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Dudley Hoddinott	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>North East Area Committee Community Grants - to consider grant applications</b>	No	North East Area Committee 19 Oct 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Dudley Hoddinott	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria

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<b>South East Area Committee Community Grants - to consider grant applications</b>	No	South East Area Committee 9 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>South East Area Committee Community Grants - to consider grant applications</b>	No	South East Area Committee 13 Oct 2009	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>South East Area Committee Community Grants - to consider grant applications</b>	No	South East Area Committee 9 Mar 2010	March 2009	Councillor Tony de Vere	Area Committee Chair – Councillor Joyce Hutchinson	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria
<b>West Area Committee Community Grants - to consider grant applications</b>	No	West Area Committee 23 Jun 2009	March 2009	Councillor Tony de Vere	Area Committee Chairman – Councillor Robert Sharp	Toby Warren 01235 547695 <a href="mailto:toby.warren@whitehorsedc.gov.uk">toby.warren@whitehorsedc.gov.uk</a>	Grant applications and grants criteria



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