

Forward Plan

1 June 2010



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 June 2010. 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 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
Corporate plan 2009/12 - annual review	KEY	Executive 2 Jul 2010	April 2010	Councillor Tony de Vere	Consult Executive portfolio holder	Robert Woodside Tel. (01235) 547614 Email: robert.woodside@whitehorsedc.gov.uk	Executive reports for Corporate plan 2009/12 - annual review
Capital carry forwards	No	Executive 2 Jul 2010	June 2010	Councillor Richard Webber	Consult Executive portfolio holder	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	Executive reports for Capital carry forwards
Treasury management and investment review 2009/10	KEY	Executive 2 Jul 2010	March 2010	Councillor Richard Webber	Consult Executive portfolio holder	Bob Watson Tel. 01235 540426 Email: bob.watson@southandvale.gov.uk	Executive reports for Treasury management and investment review 2009/10
Emergency plan	KEY	Executive 2 Jul 2010	April 2010	Councillor Jenny Hannaby	Consult Executive portfolio holder Consult South Oxfordshire District Council	Mike Mackay, Head of Commercial Services Tel. (01235) 540337 Email: mike.mackay@southandvale.gov.uk	Executive reports for Emergency plan

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Flood prevention plan	KEY	Executive 2 Jul 2010	April 2010	Councillor Jenny Hannaby	Consult Executive portfolio holder Consult South Oxfordshire District Council	Mike Mackay, Head of Commercial Services Tel. (01235) 540337 Email: mike.mackay@southandvale.gov.uk	Executive reports for Flood prevention plan
Market towns strategy	KEY	Executive 2 Jul 2010	April 2010	Councillor Richard Gibson	Consult Executive portfolio holder	Suzanne Malcolm, Economic Development Manager Tel. (01491) 823126 Email: Suzanne.malcolm@southoxon.n.gov.uk	Executive reports for Market towns strategy
IT strategy	No	Executive 2 Jul 2010	June 2010	Councillor Jerry Patterson	Consult Executive portfolio holder	Andrew Down, Head of HR, IT and Customer Tel. (01235) 540372 Email: andrew.down@southandvale.gov.uk	Executive reports for IT strategy
Award of citizens' panel contract	No	Executive 2 Jul 2010	June 2010	Councillor Tony de Vere	Consult Executive portfolio holder	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540707 Email: sally.truman@southandvale.gov.uk	Executive reports for Award of citizens' panel contract
Award of printing and photocopying contract	No	Executive 2 Jul 2010	June 2010	Councillor Jerry Patterson	Consult Executive portfolio holder	Geoff Bushell Tel. (01491 823024) Email: geoff.bushell@southoxon.gov.uk	Executive reports for Award of printing and photocopying contract

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Award of public convenience cleaning contract	No	Executive 2 Jul 2010	April 2010	Councillor Jenny Hannaby	Consult Executive portfolio holder	Mike Mackay, Head of Commercial Services Tel. (01235) 540337 Email: mike.mackay@southandvale.gov.uk	Executive reports for Award of public convenience cleaning contract
Ridgeway Shared Services Performance Monitoring	No	Ridgeway Shared Service Partnership Strategic Board 2 Aug 2010	November 2009	Councillors Mary de Vere and Richard Webber	Consult Executive Portfolio Holders	William Jacobs, Head of Finance Tel. 01235 540455 Email: william.jacobs@southandvale.gov.uk	Executive reports for Ridgeway Shared Services Performance Monitoring
Financial outturn 2009/10 - to monitor financial performance	No	Executive 3 Sep 2010	March 2010	Councillor Richard Webber	Consult Executive portfolio holder	Bob Watson Tel. 01235 540426 Email: bob.watson@southandvale.gov.uk	Executive reports for Financial outturn 2009/10 - to monitor financial performance
Performance monitoring: April to June 2010	No	Executive 3 Sep 2010	March 2010	Councillor Tony de Vere	Consult Executive portfolio holder	Bob Watson Tel. (01235) 547426 Email: bob.watson@southandvale.gov.uk . Robert Woodside Tel. 01235 547614 Email: robert.woodside@whitehorse-dc.gov.uk	Executive reports for Performance monitoring: April to June 2010

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Oxfordshire County Council Local Transport Plan 3 - to respond to the consultation	No	Executive 3 Sep 2010	January 2010	Councillor Mary de Vere	Consult Executive portfolio holder	Adrian Duffield, Head of Planning Tel. (01235) 540340 Email: adrian.duffield@southandvale.gov.uk	Executive reports for Oxfordshire County Council Local Transport Plan 3 - to respond to the consultation
Performance monitoring: July to September 2010	No	Executive 5 Nov 2010	March 2010	Councillor Tony de Vere	Consult Executive portfolio holder	Bob Watson Tel. (01235) 547426 Email: bob.watson@southandvale.gov.uk . Robert Woodside Tel. 01235 547614 Email: robert.woodside@whitehorse-dc.gov.uk	Executive reports for Performance monitoring: July to September 2010
Review of Calendar and E-mail System - to review the council's system	No	Executive 7 Jan 2011	May 2009	Councillor Jerry Patterson	Consult Staff groups and Management Team	Andrew Down, Head of HR, IT and Customer Tel. 01235 540372 Email: andrew.down@whitehorsedc.gov.uk	Executive reports for Review of Calendar and E-mail System
Performance monitoring: October to December 2010	No	Executive 4 Feb 2011	March 2010	Councillor Tony de Vere	Consult Executive portfolio holder	Bob Watson Tel. (01235) 547426 Email: bob.watson@southandvale.gov.uk . Robert Woodside Tel. 01235 547614 Email: robert.woodside@whitehorse-dc.gov.uk	Executive reports for Performance monitoring: October to December 2010

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Capital strategy 2011/12 to 2015/16	KEY	Executive 4 Feb 2011	April 2010	Councillor Richard Webber	Consult all Executive portfolio holders	Bob Watson Tel. 01235 540426 Email: bob.watson@southandvale.gov.uk	Executive reports for Capital strategy 2011/12 to 2015/16
Treasury management and investment strategy 2011/12 to 2013/14	KEY	Executive 4 Feb 2011	April 2010	Councillor Richard Webber	Consult Executive portfolio holder	Bob Watson Tel. 01235 540426 Email: bob.watson@southandvale.gov.uk	Executive reports for Treasury management and investment strategy 2011/12 to 2013/14
Draft budget 2011/12	KEY	Executive 4 Feb 2011	April 2010	Councillor Richard Webber	Consult all Executive portfolio holders	Bob Watson Tel. 01235 540426 Email: bob.watson@southandvale.gov.uk	Executive reports for Draft budget 2011/12