

Cabinet work programme

1 November 2016



What is the Cabinet work programme?

The Cabinet work programme is a list of the key decisions and other planned cabinet and cabinet member decisions to be taken on behalf of the council. The work programme is updated regularly.

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, make savings or to receive income of more than £75,000 or
- to award a revenue or capital grant of over £25,000 or
- to agree an action that, in the view of the relevant strategic director, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council

Officers may also include other items in this work programme on a voluntary basis that do not fit the above definition.

What does the work programme tell me?

The work programme gives information about:

- what key decisions and other planned cabinet and cabinet member decisions are coming forward in the next few months
- when those 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 Cabinet, individual Cabinet Members, individual officers or a committee acting under delegated powers.

Exempt or confidential decisions

This work programme gives notice of any cabinet decisions that are likely to be considered in part of a Cabinet meeting when the public are excluded. It may become necessary during the course of a Cabinet meeting to debate an issue or make a decision in the exempt or confidential part of the meeting. However, the Cabinet must first resolve to exclude the public and give a reason for doing so under Schedule 12A of the Local Government Act 1972.

Who are the members of the Cabinet?

- [Councillor Matthew Barber](#) – the Leader of the Council, responsible for devolution and corporate strategy
- [Councillor Eric Batts](#) – responsible for legal, democratic, community safety, HR, IT and technical services
- [Councillor Roger Cox](#) – the Deputy Leader, responsible for planning (policy and development management)
- [Councillor Charlotte Dickson](#) – responsible for leisure, parks, grounds maintenance and waste
- [Councillor Mike Murray](#) – responsible for regeneration, economic development and property
- [Councillor Robert Sharp](#) – responsible for finance and corporate services contracts
- [Councillor Elaine Ware](#) – responsible for housing, environmental health and grants

How do I make contact?

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

The telephone numbers for the relevant officers are listed in the individual entries. The contact details for the Cabinet Members are available on the Council's website www.whitehorsedc.gov.uk or by telephoning the Council offices on 01235 422422.

How do I get copies of agenda papers and other relevant documents?

The agenda papers for Cabinet meetings and other relevant documents 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, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 422522, e-mail: steve.culliford@southandvale.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 Cabinet

Members of the public wishing to address a meeting of the Cabinet 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, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 422522, e-mail: steve.culliford@southandvale.gov.uk.

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DECISION, PURPOSE AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE	KEY DECISION ?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES INCLUDING COMMITTEES	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
November decisions							
Standing item: Property decisions - to approve any property sales or purchases or take any property management decisions - This is likely to be an exempt decision due to the confidential nature of property negotiations with third parties (Category 3)	KEY	Cabinet member for regeneration, economic development, and property November 2016	Councillor Mike Murray	15 Feb 2012		Andrew Down, Head of HR, IT and Technical Services Email: andrew.down@southhandvale.gov.uk	Cabinet member decision form
Standing item: Neighbourhood planning - to determine any matters relating to neighbourhood plans	No	Cabinet member for planning (policy and development management) November 2016	Councillor Roger Cox	5 Aug 2016		Will Sparling Email: william.sparling@southhandvale.gov.uk	Cabinet member decision form
Didcot Garden Town - to allocate additional government funding to deliver the Didcot Garden Town vision	KEY	Leader of the Council November 2016	Councillor Matthew Barber	6 Sep 2016		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Public engagement charter - to approve the charter as council policy	KEY	Cabinet member for devolution and corporate strategy November 2016	Councillor Matthew Barber	3 Oct 2016		Philip Vincent Email: phillip.vincent@southhandvale.gov.uk	Cabinet member decision form

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Communications strategy - to approve the strategy	KEY	Cabinet member for devolution and corporate strategy November 2016	Councillor Matthew Barber	23 Sep 2016		Patsy Cusworth Email: patsy.cusworth@southandvale.gov.uk	Cabinet member decision form
Corporate services – to review implementation of contract and any contractual changes required	KEY	Cabinet member for finance, and corporate services contracts November 2016	Councillor Robert Sharp	20 Jun 2016		Andrew Down, Head of HR, IT and Technical Services Email: andrew.down@southandvale.gov.uk	Cabinet member decision form
Leisure centre use - to approve a lease with Oxfordshire County Council	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste November 2016	Councillor Charlotte Dickson	27 Nov 2015		Kate Arnold Email: kate.arnold@southandvale.gov.uk	Cabinet member decision form
Wessex leisure facility - to appoint a multi-disciplinary design team	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste November 2016	Councillor Charlotte Dickson	21 Dec 2015		Ben Border Email: ben.border@southandvale.gov.uk	Cabinet member decision form
Neighbourhood planning funding - to review current grant funding for neighbourhood planning including community right to build and neighbourhood development orders	KEY	Cabinet member for planning (policy and development management) November 2016	Councillor Roger Cox	21 Dec 2015	Scrutiny Committee	Will Sparling Email: william.sparling@southandvale.gov.uk	Cabinet member decision form

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Section 106 planning obligations - to approve a supplementary planning document for consultation	No	Cabinet member for planning (policy and development management) November 2016	Councillor Roger Cox	4 Dec 2015		Cathie Scotting Email: cathie.scotting@southandvale.gov.uk	Cabinet member decision form
Science Vale Innovation Centre - to approve funding	KEY	Cabinet member for regeneration, economic development, and property November 2016	Councillor Mike Murray	1 Jun 2015		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Science Vale Enterprise Zone - to agree a memorandum of understanding	KEY	Cabinet member for regeneration, economic development, and property November 2016	Councillor Mike Murray	29 Sep 2016		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Great Western Park, Didcot - to approve final arrangements for the maintenance of open space	KEY	Cabinet member for regeneration, economic development, and property November 2016	Councillor Mike Murray	14 Oct 2016		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form

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December decisions

Abbey Meadows outdoor pool, Abingdon - to award a contract for building works	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste December 2016	Councillor Charlotte Dickson	1 Nov 2016		Chris Webb Email: chris.webb@southandvale.gov.uk	Cabinet member decision form
Council tax base - to recommend Council to approve the council tax base	No	Cabinet 2 Dec 2016 Council 14 Dec 2016	Councillor Robert Sharp	14 Oct 2016		William Jacobs, Head of Finance Email: william.jacobs@southandvale.gov.uk	Cabinet report
Vale Local Plan Part 1 - to recommend Council to adopt part 1 of the local plan	No	Cabinet 2 Dec 2016 Council 14 Dec 2016	Councillor Roger Cox	19 Aug 2016		Adrian Duffield, Head of Planning adrian.duffield@southandvale.gov.uk	Cabinet report
Statement of community involvement (in planning matters) - to approve the statement	KEY	Cabinet 2 Dec 2016	Councillor Roger Cox	16 Sep 2016		Ben Davis Email: ben.davis@southandvale.gov.uk	Cabinet report
Blewbury Neighbourhood Plan - subject to the outcome of the referendum to recommend Council to adopt the neighbourhood plan	No	Cabinet 2 Dec 2016 Council 14 Dec 2016	Councillor Roger Cox	21 Oct 2016		Will Sparling Email: william.sparling@southandvale.gov.uk	Cabinet report

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Faringdon Neighbourhood Plan - subject to the outcome of the referendum to recommend Council to adopt the neighbourhood plan	No	Cabinet 2 Dec 2016 Council 14 Dec 2016	Councillor Roger Cox	21 Oct 2016		Will Sparling Email: william.sparling@southandvale.gov.uk	Cabinet report
Milton Conservation Area appraisal	No	Cabinet 2 Dec 2016	Councillor Roger Cox	14 Oct 2016		Samantha Allen Email: Email: samantha.allen@southandvale.gov.uk	Cabinet report
Pension scheme for corporate services contract - to approve the Local Government Pension Scheme admission agreements for Capita and Vinci	No	Cabinet 2 Dec 2016	Councillor Eric Batts	14 Oct 2016	Joint Audit and Governance Committee	Andrew Down, Head of HR, IT and Technical Services Email: andrew.down@southandvale.gov.uk	Cabinet report
January 2017 decisions							
Waste policy - to review the policy	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste January 2017	Councillor Charlotte Dickson	16 Sep 2016		Ian Matten Email: ian.matten@southandvale.gov.uk	Cabinet member decision form

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Abingdon moorings - to approve a policy	No	Cabinet member for leisure, parks, grounds maintenance, and waste January 2017	Councillor Charlotte Dickson	26 Mar 2015		Suzanne Malcolm, Economic Development Manager Email: suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form
Wessex leisure facility - to agree the final facility mix	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste January 2017	Councillor Charlotte Dickson	21 Dec 2015		Ben Border Email: ben.border@southandvale.gov.uk	Cabinet member decision form
Temporary housing accommodation - to approve a temporary accommodation strategy	KEY	Cabinet member for housing, environmental health and grants January 2017	Councillor Elaine Ware	4 Mar 2016	Consult the Joint Scrutiny Committee 2 August 2016	Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Community grants - to award any community grants or New Homes Bonus grants over £25,000 through the area committees	KEY	Wantage Area Committee 16 Jan 2017 Abingdon and North East Area Committee 17 Jan 2017 Faringdon Area Committee 24 Jan 2017	Councillor Matthew Barber	14 Oct 2016	Abingdon and North East Area Committee, Faringdon Area Committee, and Wantage Area Committee	Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Area committee reports

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February decisions

Vale Local Plan Part 2 - to approve preferred options for public consultation	No	Cabinet member for planning (policy and development management) February 2017	Councillor Roger Cox	16 Sep 2016		Trevor Saunders Email: trevor.saunders@southandvale.gov.uk	Cabinet member decision form
Citizens Advice Bureau - to award any grant aid	KEY	Cabinet 3 Feb 2017	Councillor Matthew Barber	23 Sep 2016		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Cabinet report
Wantage Community Information Centre - to award any grant aid	KEY	Cabinet 3 Feb 2017	Councillor Matthew Barber	23 Sep 2016		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Cabinet report
Treasury management mid-year monitoring 2016/17 - to consider the mid-year monitoring report and make any recommendations to Council	No	Joint Audit and Governance Committee 23 Jan 2017 Cabinet 3 Feb 2017 Council 15 Feb 2017	Councillor Robert Sharp	14 Oct 2016		William Jacobs, Head of Finance Email: william.jacobs@southandvale.gov.uk	Cabinet report

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Treasury management and investment strategy 2017/18 to 2019/20 - to recommend the strategy to Council	No	Joint Audit and Governance Committee 23 Jan 2017 Cabinet 3 Feb 2017 Council 15 Feb 2017	Councillor Robert Sharp	14 Oct 2016		William Jacobs, Head of Finance Email: william.jacobs@southandvale.gov.uk	Cabinet report
Budget 2017/18 - to recommend to Council to approve the revenue budget for 2017/18, the capital programme and the medium term financial plan	No	Cabinet 3 Feb 2017 Council 15 Feb 2017	Councillor Robert Sharp	14 Oct 2016		William Jacobs, Head of Finance Email: william.jacobs@southandvale.gov.uk	Cabinet report
Commuted sums and affordable housing	KEY	Cabinet 3 Feb 2017	Councillor Elaine Ware	21 Oct 2016	Scrutiny Committee	Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet report