

Cabinet work programme

21 December 2017



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 chief executive, a strategic director or the relevant head of service, 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 partnership and insight
- [Councillor Eric Batts](#) – responsible for legal and democratic services
- [Councillor Ed Blagrove](#) – responsible for corporate services
- [Councillor Roger Cox](#) – the Deputy Leader, responsible for planning
- [Councillor Charlotte Dickson](#) – responsible for community services
- [Councillor Mike Murray](#) – responsible for regeneration and development
- [Councillor Robert Sharp](#) – responsible for finance
- [Councillor Elaine Ware](#) – responsible for housing and environment

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.

Cabinet work programme

| 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 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------|------------------------|------------------------------|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| December 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 and development December 2017 Head of Corporate Services December 2017 | Councillor Mike Murray | 15 Feb 2012 | | Adrianna Partridge Email: adrianna.partridge@southandvale.gov.uk | Cabinet member decision form |
| Standing item: to create a budget and release section 106 funds | No | Cabinet member for planning December 2017 | Councillor Roger Cox | 10 Nov 2017 | | Adrian Duffield, Head of Planning Email: adrian.duffield@southandvale.gov.uk | Cabinet member decision form |
| Standing item: Neighbourhood planning - to determine any matters relating to neighbourhood plans | No | Cabinet member for planning December 2017 | Councillor Roger Cox | 5 Aug 2016 | | Andrew Maxted Email: andrew.maxted@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 and development December 2017 | Councillor Mike Murray | 14 Oct 2016 | | Gerry Brough Email: gerry.brough@southandvale.gov.uk | Cabinet member decision form |

| 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 |
|--------------------------------------------------------------------|----------------|-------------------------------------------|----------------|------------------------------|-------------------------------------------|-----------------|--------------------------------------------|
|--------------------------------------------------------------------|----------------|-------------------------------------------|----------------|------------------------------|-------------------------------------------|-----------------|--------------------------------------------|

January 2018 decisions

| | | | | | | | |
|-------------------------------------------------|-----|------------------------------------------------------------|------------------------|-------------|--|------------------------------------------------------------------------------------------------------------------|------------------------------|
| CCTV - to review camera provision | KEY | Cabinet member for housing and environment January 2018 | Councillor Elaine Ware | 15 Dec 2017 | | Karen Brown Email: karen.brown@southandvale.gov.uk | Cabinet member decision form |
| Didcot Garden Town - to allocate funding | KEY | Cabinet January 2018 | Councillor Mike Murray | 15 Sep 2017 | | Gerry Brough Email: gerry.brough@southandvale.gov.uk | Cabinet report |

February decisions

| | | | | | | | |
|----------------------------------------------------------------------------------------------------------------|-----|-------------------------------------------------------------|------------------------|-------------|--|---------------------------------------------------------------------------------------------------------------|------------------------------|
| Homelessness Reduction Act - to determine how the government grant should be spent to implement the Act | KEY | Cabinet member for housing and environment February 2018 | Councillor Elaine Ware | 1 Dec 2017 | | Phil Ealey Email: phil.ealey@southandvale.gov.uk | Cabinet member decision form |
| Engineering services - to appoint a contractor for sewage works maintenance | KEY | Cabinet member for housing and environment February 2018 | Councillor Elaine Ware | 26 Oct 2017 | | Ben Coleman Email: ben.coleman@southandvale.gov.uk | Cabinet member decision form |
| Transport planning and engineering resource - to appoint a contractor | KEY | Cabinet member for planning February 2018 | Councillor Roger Cox | 15 Dec 2017 | | James Gagg Email: james.gagg@southandvale.gov.uk | Cabinet member decision form |

| 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 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------|------------------------------|------------------------------|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| Future office accommodation - to agree arrangements | KEY | Cabinet February 2018 | Councillor Matthew Barber | 12 Oct 2017 | | Adrianna Partridge Email: adrianna.partridge@southandvale.gov.uk | Cabinet report |
| Budget 2018/19 - to recommend Council to approve the budget for 2018/19 | No | Cabinet 2 Feb 2018 Council 14 Feb 2018 | Councillor Robert Sharp | 26 Oct 2017 | Scrutiny Committee | William Jacobs, Head of Finance Email: william.jacobs@southandvale.gov.uk | Cabinet report |
| Housing and growth deal for Oxfordshire | No | Cabinet 2 Feb 2018 Council 14 Feb 2018 | Councillor Matthew Barber | 21 Dec 2017 | | Andrew Down Email: andrew.down@southandvale.gov.uk | Cabinet report |
| Corporate Plan 2016-20 - to consider performance against actions in the Corporate Development Plan | No | Cabinet 2 Feb 2018 | Councillor Ed Blagrove | 15 Sep 2017 | Scrutiny Committee | Sally Truman Email: sally.truman@southandvale.gov.uk | Cabinet report |
| Didcot Garden Town, heat mapping and energy master-planning - to consider an update on the study to date, recommendations, and proposals to take the project forward | KEY | Cabinet 2 Feb 2018 | Councillor Mike Murray | 15 Sep 2017 | | Sally Truman Email: sally.truman@southandvale.gov.uk | Cabinet report |

| 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 |
|--------------------------------------------------------------------|----------------|-------------------------------------------|----------------|------------------------------|-------------------------------------------|-----------------|--------------------------------------------|
|--------------------------------------------------------------------|----------------|-------------------------------------------|----------------|------------------------------|-------------------------------------------|-----------------|--------------------------------------------|

April decisions

| | | | | | | | |
|------------------------------------------------------------------------------------------|-----|-----------------------------------------------------|---------------------------|-------------|--|------------------------------------------------------------------------------------------------------------------------|----------------|
| Local development order at Didcot - to recommend Council to confirm the order | No | Cabinet 6 Apr 2018 Council 16 May 2018 | Councillor Roger Cox | 20 Jun 2017 | | Adrian Butler Email: adrian.butler@southandvale.gov.uk | Cabinet report |
| Charter car park, Abingdon - to refurbish the car park | KEY | Cabinet 6 Apr 2018 | Councillor Elaine Ware | 16 Dec 2016 | | Duncan Grainge Email: duncan.grainge@southandvale.gov.uk | Cabinet report |
| Roundabout sponsorship - to consider a policy to introduce roundabout sponsorship | KEY | Cabinet 6 Apr 2018 | Councillor Elaine Ware | 3 Mar 2017 | | Ian Matten Email: ian.matten@southandvale.gov.uk | Cabinet report |