Cabinet work programme

1 April 2020

Vale of White Horse District Council

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 that are likely:

1. to incur expenditure, make savings or to receive income (except government grant) of more than £75,000 or
2. to award a revenue or capital grant of over £25,000 or
3. to agree an action that, in the view of the chief executive 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?

Cabinet is made up of the Leader of the Council and nine further members and has allocated portfolios to them as follows:

- Councillor Emily Smith - Council Leader
- Councillor Debby Hallett - Deputy Council Leader and Corporate Services
- Councillor Andy Crawford - Finance
- Councillor Neil Fawcett - Legal and Democratic
- Councillor Jenny Hannaby – Housing and Environment
- Councillor Helen Pighills - Community Services
- Councillor Judy Roberts - Partnership and Insight
- Councillor Bethia Thomas - Development and Regeneration
- Councillor Catherine Webber - Planning

How do I make contact?

Each entry in the work programme indicates the names of the relevant people to contact about that particular item. The contact details for the Cabinet Members are available on the Council's website www.whitehorsedc.gov.uk or by clicking on the Cabinet members' names above, 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, Legal and Democratic, Vale of White Horse District Council, 135 Eastern Avenue, Milton Park, 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 by 5pm on the day before the meeting. Please contact Steve Culliford, Democratic Services, Legal and Democratic, Vale of White Horse District Council, 135 Eastern Avenue, Milton Park, 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 AND REASON	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							
Recommendations from other committees - to consider and determine action on any recommendations from other committees	KEY	Cabinet April 2020	Relevant Cabinet member	18 Oct 2019		Steve Culliford Email: steve.culliford@southandvale.gov.uk	Cabinet report
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 development and regeneration April 2020 Head of development and regeneration April 2020	Councillor Bethia Thomas	15 Feb 2012		Suzanne Malcolm Email: suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form or officer key decision form
Standing item: section 106 funds - to create a budget and release funds	KEY	Cabinet member for development and regeneration April 2020	Councillor Bethia Thomas	10 Nov 2017		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form

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Standing item: Neighbourhood planning - to determine any matters relating to neighbourhood plans	No	Cabinet member for planning April 2020	Councillor Catherine Webber	5 Aug 2016		Ricardo Rios Email: ricardo.rios@southandvale.gov.uk	Cabinet member decision form
Flood investigation agency agreement - to approve the agency agreement with Oxfordshire County Council	KEY	Head of housing and environment April 2020	Councillor Jenny Hannaby	24 Dec 2019		John Backley Email: john.backley@southandvale.gov.uk	Officer key decision form
Corporate plan 2020 to 2024 - to approve a draft plan for consultation	KEY	Cabinet or Cabinet member for corporate services April 2020	Councillor Debby Hallett	25 Nov 2019		Michelle Wells Email: michelle.wells@southandvale.gov.uk	Cabinet report or Cabinet member decision form
Housing delivery options - to consider options and to recommend Council	No	Cabinet or Cabinet member for development and regeneration April 2020 Council May 2020	Councillor Bethia Thomas	6 Feb 2020		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Cabinet report or Cabinet member decision form
Homelessness and rough sleeping strategy - to adopt a strategy	KEY	Cabinet or Cabinet member for housing and environment April 2020	Councillor Jenny Hannaby	10 May 2019		Phil Ealey Email: phil.ealey@southandvale.gov.uk	Cabinet report or Cabinet member decision form

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Housing assistance, disabled adaptions and grants policy - to approve a new policy	KEY	Cabinet or Cabinet member for housing and environment April 2020	Councillor Jenny Hannaby	18 Oct 2019		Shaun Berry Email: shaun.berry@southandvale.gov.uk	Cabinet report or Cabinet member decision form
May decisions							
Stairlift contract - to award a contract to provide stairlifts funded by the Disabled Facilities Grant	KEY	Cabinet member for housing and environment May 2020	Councillor Jenny Hannaby	1 Mar 2019		Shaun Berry Email: shaun.berry@southandvale.gov.uk	Cabinet member decision form
Milton Science Centre - to approve the accountable body agreement	No	Cabinet May 2020	Councillor Bethia Thomas	13 Aug 2019		Marybeth Harasz Email: marybeth.harasz@southandvale.gov.uk	Cabinet report
June decisions							
Car parking - to review the fees and charges	KEY	Cabinet 5 Jun 2020	Councillor Jenny Hannaby	1 Jul 2019		John Backley Email: john.backley@southandvale.gov.uk	Cabinet report
Civil parking enforcement	KEY	Cabinet 5 Jun 2020	Councillor Jenny Hannaby	1 Jul 2019		John Backley Email: john.backley@southandvale.gov.uk	Cabinet report

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Electric vehicle charging points - to review provision in council-owned car parks	KEY	Cabinet 5 Jun 2020	Councillor Jenny Hannaby	30 Aug 2019		John Backley Email: john.backley@southandvale.gov.uk	Cabinet report
Community Infrastructure Levy - to review the charging schedule	KEY	Cabinet 5 Jun 2020	Councillor Catherine Webber	1 Apr 2020		Clare Roberts Email: clare.roberts@southandvale.gov.uk	Cabinet report
Community lottery - to consider a business case to develop a community lottery scheme	KEY	Cabinet 5 Jun 2020	Councillor Debby Hallett	25 Nov 2019		Cheryl Reeves Email: cheryl.reeves@southandvale.gov.uk	Cabinet report
Challow Sewage Treatment Works - to replace the existing plant	KEY	Cabinet 5 Jun 2020	Councillor Jenny Hannaby	10 May 2019		John Backley Email: john.backley@southandvale.gov.uk	Cabinet report
Great Coxwell Neighbourhood Plan - to recommend Council to make the plan part of this council's development plan	No	Cabinet 5 Jun 2020	Councillor Catherine Webber	18 Feb 2020		Deborah Bryson Email: deborah.bryson@southandvale.gov.uk	Cabinet report
Great Western Park, Didcot - to approve a public art strategy	KEY	Cabinet 5 Jun 2020	Councillor Debby Hallett	13 Aug 2019		Cheryl Reeves Email: cheryl.reeves@southandvale.gov.uk	Cabinet report

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North Hinksey Neighbourhood Plan - to recommend Council to make the neighbourhood plan part of this council's development plan	No	Cabinet 5 Jun 2020 Council 15 Jul 2020	Councillor Catherine Webber	13 Aug 2019		Ricardo Rios Email: ricardo.rios@southandvale.gov.uk	Cabinet report
Shellingford Neighbourhood Plan - to recommend Council to make the plan part of this council's development plan	No	Cabinet 5 Jun 2020 Council 15 Jul 2020	Councillor Catherine Webber	1 Apr 2020		Deborah Bryson Email: deborah.bryson@southandvale.gov.uk	Cabinet report
Shrivenham Neighbourhood Plan - to recommend Council to make the plan part of the council's development plan	No	Cabinet 5 Jun 2020 Council 15 Jul 2020	Councillor Catherine Webber	18 Feb 2020		Deborah Bryson Email: deborah.bryson@southandvale.gov.uk	Cabinet report
Inter-authority agreement - to recommend Council to agree arrangements with South Oxfordshire District Council	No	Cabinet 5 Jun 2020 Council 15 Jul 2020	Councillor Debby Hallett	12 Oct 2017		Adrianna Partridge Email: adrianna.partridge@southandvale.gov.uk	Cabinet report
July decisions							
Corporate Plan 2020 to 2024 - to recommend Council to adopt the plan	No	Cabinet July 2020 Council 15 July 2020	Councillor Debby Hallett	25 Nov 2019		Michelle Wells Email: michelle.wells@southandvale.gov.uk	Cabinet report

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Abingdon Public Spaces Protection Order - to conduct a review	KEY	Cabinet 10 Jul 2020	Councillor Jenny Hannaby	1 Apr 2020		Katharine Doherty Email: katherine.doherty@southandvale.gov.uk	Cabinet report
August decisions							
Mental health support with accommodation - to award a contract	KEY	Cabinet member for housing and environment August 2020	Councillor Jenny Hannaby	1 Apr 2020		Jaffa Holland Email: jaffa.holland@southandvale.gov.uk	Cabinet report
October decisions							
Sparsholt Sewage Treatment Works - to replace the existing plant	KEY	Cabinet 2 Oct 2020	Councillor Jenny Hannaby	13 Jun 2019		John Backley Email: john.backley@southandvale.gov.uk	Cabinet report