

# Cabinet work programme

1 August 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 and environmental health

## 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](http://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](http://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](mailto: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](mailto: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
<b>August decisions</b>							
<b>Standing item: Property decisions</b> - 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 August 2016	Councillor Mike Murray	15 Feb 2012		Andrew Down, Head of HR, IT and Technical Services Email: <a href="mailto:andrew.down@southhandvale.gov.uk">andrew.down@southhandvale.gov.uk</a>	Cabinet member decision form
<b>Science Vale Innovation Centre</b> - to approve funding	KEY	Cabinet member for regeneration, economic development, and property August 2016	Councillor Mike Murray	1 Jun 2015		Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet member decision form
<b>Corporate services</b> – to review implementation of contract and any contractual changes required	KEY	Cabinet member for finance, and corporate services contracts August 2016	Councillor Robert Sharp	20 Jun 2016		Steve Bishop, Strategic Director Email: <a href="mailto:steve.bishop@southandvale.gov.uk">steve.bishop@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Waste policy</b> - to review the policy	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste August 2016	Councillor Charlotte Dickson	31 May 2016		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>	Cabinet member decision form
<b>Grounds maintenance contract</b> - to procure services	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste August 2016	Councillor Charlotte Dickson	31 May 2016		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>	Cabinet member decision form
<b>Ridgeway leisure facility</b> - to appoint a multi-disciplinary design team	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste August 2016	Councillor Charlotte Dickson	21 Dec 2015		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form
<b>Ridgeway leisure facility project</b> - to procure design services	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste August 2016	Councillor Charlotte Dickson	25 Aug 2015		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form
<b>Section 106 planning obligations</b> - to approve a supplementary planning document	KEY	Cabinet member for planning (policy and development management) August 2016	Councillor Roger Cox	4 Dec 2015		Cathie Scotting Email: <a href="mailto:cathie.scotting@southandvale.gov.uk">cathie.scotting@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Neighbourhood planning funding</b> - 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) August 2016	Councillor Roger Cox	21 Dec 2015		Will Sparling Email: <a href="mailto:william.sparling@southandvale.gov.uk">william.sparling@southandvale.gov.uk</a>	Cabinet member decision form
<b>Play equipment at Abbey Meadows, Abingdon</b> - to award a contract to design, supply, install and project manage the expansion of the playground to include play for over 10s, multi-use games area and community hardstanding area	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste Not before 8 Aug 2016	Councillor Charlotte Dickson	11 Jul 2016		Kate Arnold Email: <a href="mailto:kate.arnold@southandvale.gov.uk">kate.arnold@southandvale.gov.uk</a>	Cabinet member decision form
<b>Treasury management outturn 2015/16</b> - to monitor performance in 2015/16	No	Cabinet 12 Aug 2016  Council 12 Oct 2016	Councillor Robert Sharp	20 Jun 2016	Consult the Audit and Governance Committee	Simon Hewings Email: <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Temporary housing accommodation</b> - to approve a temporary accommodation strategy	KEY	Cabinet member for health and housing Not before 12 Aug 2016	Councillor Elaine Ware	4 Mar 2016	Consult the Joint Scrutiny Committee 2 August 2016	Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet report

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### September decisions

<b>Ridgeway leisure facility - to agree the final facility mix</b>	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste September 2016	Councillor Charlotte Dickson	21 Dec 2015		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Ridgeway leisure facility - to agree the final facility mix
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### October decisions

<b>Abingdon moorings - to approve a policy</b>	No	Cabinet 7 Oct 2016	Councillor Mike Murray	26 Mar 2015		Suzanne Malcolm, Economic Development Manager Email: <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet report
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### November decisions

<b>Leisure centre use - to approve a lease with Oxfordshire County Council</b>	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste November 2016	Councillor Charlotte Dickson	27 Nov 2015		Kate Arnold Email: <a href="mailto:kate.arnold@southandvale.gov.uk">kate.arnold@southandvale.gov.uk</a>	Cabinet member decision form
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