

Cabinet work programme

16 September 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 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 |
|---|----------------|---|------------------------|------------------------------|---|--|--|
| September 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 September 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) September 2016 | Councillor Roger Cox | 5 Aug 2016 | | Will Sparling Email: william.sparling@southhandvale.gov.uk | Cabinet member decision form |
| Science Vale Innovation Centre - to approve funding | KEY | Cabinet member for regeneration, economic development, and property September 2016 | Councillor Mike Murray | 1 Jun 2015 | | 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 |
|--|----------------|---|---------------------------------|------------------------------|---|--|--|
| Didcot Garden Town - to allocate additional government funding to deliver the Didcot Garden Town vision | KEY | Leader of the Council September 2016 | Councillor Matthew Barber | 6 Sep 2016 | | Gerry Brough Email: gerry.brough@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 September 2016 | Councillor Robert Sharp | 20 Jun 2016 | | Steve Bishop, Strategic Director Email: steve.bishop@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) September 2016 | Councillor Roger Cox | 21 Dec 2015 | Scrutiny Committee | Will Sparling Email: william.sparling@southandvale.gov.uk | Cabinet member decision form |
| Abingdon moorings - to approve a policy | No | Cabinet member for leisure, parks, grounds maintenance, and waste September 2016 | Councillor Charlotte Dickson | 26 Mar 2015 | | Suzanne Malcolm, Economic Development Manager Email: suzanne.malcolm@southandvale.gov.uk | Cabinet member decision form |
| October decisions | | | | | | | |

| 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 |
|--|----------------|---|---------------------------|------------------------------|---|--|--|
| Section 106 planning obligations - to approve a supplementary planning document for consultation | KEY | Cabinet member for planning (policy and development management) October 2016 | Councillor Roger Cox | 4 Dec 2015 | | Cathie Scotting Email: cathie.scotting@southandvale.gov.uk | Cabinet member decision form |
| Devolution - to receive an update | No | Cabinet 7 Oct 2016 | Councillor Matthew Barber | 6 Sep 2016 | | David Hill Email: kim.ashford@southandvale.gov.uk | Cabinet report |
| OxLEP Strategic Economic Plan - to consider the draft plan | KEY | Cabinet 7 Oct 2016 | Councillor Mike Murray | 5 Aug 2016 | Joint Scrutiny Committee | Suzanne Malcolm, Economic Development Manager Email: suzanne.malcolm@southandvale.gov.uk | Cabinet report |
| Great Western Park, Didcot - to approve arrangements for the maintenance of open space | KEY | Cabinet 7 Oct 2016 | Councillor Mike Murray | 1 Aug 2016 | | Gerry Brough Email: gerry.brough@southandvale.gov.uk | Cabinet report |
| Longworth Neighbourhood Plan - to consider the referendum outcome and adopting the neighbourhood plan | No | Cabinet 7 Oct 2016 Council 12 Oct 2016 | Councillor Roger Cox | 5 Aug 2016 | | Ronan Leydon Email: ronan.leydon@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 |
|--|----------------|---|------------------------------|------------------------------|---|---|--|
| Statement of community involvement (in planning matters) - to approve the statement | KEY | Cabinet member for planning (policy and development management) Not before 14 Oct 2016 | Councillor Roger Cox | 16 Sep 2016 | | Ben Davis Email: ben.davis@southandvale.gov.uk | Cabinet member decision form |
| November decisions | | | | | | | |
| 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 |
| Waste policy - to review the policy | KEY | Cabinet member for leisure, parks, grounds maintenance, and waste Not before 11 Nov 2016 | Councillor Charlotte Dickson | 16 Sep 2016 | | Ian Matten Email: ian.matten@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 |
|--|----------------|---|----------------|------------------------------|---|-----------------|--|
|--|----------------|---|----------------|------------------------------|---|-----------------|--|

December decisions

| | | | | | | | |
|--|-----|---|-------------------------|-------------|--|--|----------------|
| Vale Local Plan Part 1 - to recommend Council to adopt part 1 of the local plan | KEY | Cabinet 2 Dec 2016 Council 14 Dec 2016 | Councillor Roger Cox | 19 Aug 2016 | | Adrian Duffield, Head of Planning adrian.duffield@southhandvale.gov.uk | Cabinet report |
|--|-----|---|-------------------------|-------------|--|--|----------------|

Forthcoming decisions in 2017

| | | | | | | | |
|--|-----|---|---------------------------------|-------------|---|---|------------------------------|
| Temporary housing accommodation - to approve a temporary accommodation strategy | KEY | Cabinet member for housing and environmental health 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 |
| 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 |
| 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 |