

# Cabinet work programme

10 March 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 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](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>March 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 March 2017	Councillor Mike Murray	15 Feb 2012		Andrew Down Email: <a href="mailto:andrew.down@southhandvale.gov.uk">andrew.down@southhandvale.gov.uk</a>	Cabinet member decision form
<b>Standing item: Neighbourhood planning</b> - to determine any matters relating to neighbourhood plans	No	Cabinet member for planning (policy and development management) March 2017	Councillor Roger Cox	5 Aug 2016		Will Sparling Email: <a href="mailto:william.sparling@southhandvale.gov.uk">william.sparling@southhandvale.gov.uk</a>	Cabinet member decision form
<b>Flood alleviation scheme at St Helen's Mill, Abingdon</b> - To enter into a construction agreement with the Environment Agency	No	Cabinet member for legal and democratic, community safety, HR, IT and technical services March 2017	Councillor Eric Batts	10 Feb 2017		Andrew Down Email: <a href="mailto:andrew.down@southhandvale.gov.uk">andrew.down@southhandvale.gov.uk</a>	Cabinet member decision form

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<b>Wessex leisure facility</b> - to appoint a multi-disciplinary design team	No	Cabinet member for leisure, parks, grounds maintenance, and waste March 2017	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>Citizens Advice Bureau</b> - to award any grant aid	KEY	Cabinet member for housing, environmental health and grants March 2017	Councillor Elaine Ware	23 Sep 2016		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet member decision form
<b>Wantage Independent Advice Centre</b> - to award any grant aid	KEY	Cabinet member for housing, environmental health and grants March 2017	Councillor Elaine Ware	23 Sep 2016		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet member decision form
<b>Partnership grant awards 2017-18</b> - to award partnership grants	No	Cabinet member for housing, environmental health and grants March 2017	Councillor Elaine Ware	3 Mar 2017		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet member decision form
<b>Great Western Park, Didcot</b> - to approve final arrangements for the maintenance of open space	KEY	Cabinet member for regeneration, economic development, and property March 2017	Councillor Mike Murray	14 Oct 2016		Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Coleshill closed churchyard</b> - to award a contract and determine the budget for works	KEY	Cabinet member for regeneration, economic development, and property March 2017	Councillor Mike Murray	2 Dec 2016	Councillor Mike Murray	Ben Coleman Email: <a href="mailto:ben.coleman@southandvale.gov.uk">ben.coleman@southandvale.gov.uk</a>	Cabinet member decision form
<b>Wessex leisure facility</b> - to vary the contract to procure design services	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste Not before 10 Mar 2017	Councillor Charlotte Dickson	10 Feb 2017		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form
<b>Abingdon moorings</b> - to approve a policy	KEY	Cabinet member for regeneration, economic development, and property Not before 10 Mar 2017	Councillor Mike Murray	26 Mar 2015		Suzanne Malcolm Email: <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet member decision form
<b>April decisions</b>							
<b>Waste services proposals</b> - to consider changes to the service	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste April 2017	Councillor Charlotte Dickson	17 Nov 2016		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@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 April 2017	Councillor Charlotte Dickson	16 Sep 2016		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>	Cabinet member decision form
<b>Abbey Meadows outdoor pool, Abingdon</b> - to award a contract for building works to refurbish the pool	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste April 2017	Councillor Charlotte Dickson	1 Nov 2016		Chris Webb Email: <a href="mailto:chris.webb@southandvale.gov.uk">chris.webb@southandvale.gov.uk</a>	Cabinet member decision form
<b>Didcot Garden Town</b> - to approve the delivery plan for consultation	No	Cabinet member for regeneration, economic development, and property April 2017	Councillor Mike Murray	10 Mar 2017		Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet member decision form
<b>Corporate delivery plan</b> - to approve the plan	KEY	Cabinet 7 Apr 2017	Councillor Matthew Barber	17 Nov 2016		Sally Truman Email: <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a>	Cabinet report
<b>Commuted sums and affordable housing</b>	KEY	Cabinet 7 Apr 2017	Councillor Elaine Ware	21 Oct 2016	Joint Scrutiny Committee	Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet report
<b>Grants policy review</b>	KEY	Cabinet 7 Apr 2017	Councillor Elaine Ware	17 Jan 2017		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report

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<b>Corporate services</b> – to review implementation of contract and any contractual changes required. (This is likely to be an exempt decision as it relates to the financial or business affairs of any person (including the authority))	KEY	Cabinet 7 Apr 2017	Councillor Robert Sharp	20 Jun 2016	Joint Scrutiny Committee	Andrew Down Email: <a href="mailto:andrew.down@southhandvale.gov.uk">andrew.down@southhandvale.gov.uk</a>	Cabinet report
<b>June decisions</b>							
<b>Housing strategy</b> - to approve the strategy	KEY	Cabinet 2 Jun 2017	Councillor Elaine Ware		Joint Scrutiny Committee	Helen Novelle Email: <a href="mailto:helen.novelle@southhandvale.gov.uk">helen.novelle@southhandvale.gov.uk</a>	Cabinet report
<b>Temporary housing accommodation</b> - to approve a temporary accommodation strategy	KEY	Cabinet 2 Jun 2017	Councillor Elaine Ware	4 Mar 2016	Consulted the Joint Scrutiny Committee on 2 August 2016	Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet report
<b>Engineering services</b> - to seek authority to tender for the engineering services contract	No	Cabinet 2 Jun 2017	Councillor Eric Batts	10 Feb 2017		Ben Coleman Email: <a href="mailto:ben.coleman@southandvale.gov.uk">ben.coleman@southandvale.gov.uk</a>	Cabinet report
<b>Abingdon Public Spaces Protection Order</b> - to approve the order	KEY	Cabinet 2 Jun 2017	Councillor Eric Batts	17 Nov 2016		Katharine Doherty Email: <a href="mailto:katharine.doherty@southandvale.gov.uk">katharine.doherty@southandvale.gov.uk</a>	Cabinet report

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<b>Charter car park, Abingdon</b> - to refurbish the car park	KEY	Cabinet 2 Jun 2017	Councillor Eric Batts	16 Dec 2016		Ben Coleman Email: <a href="mailto:ben.coleman@southandvale.gov.uk">ben.coleman@southandvale.gov.uk</a>	Cabinet report
<b>Roundabout sponsorship</b> - to consider a policy to introduce roundabout sponsorship	KEY	Cabinet 2 Jun 2017	Councillor Charlotte Dickson	3 Mar 2017		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>	Cabinet report
<b>July decisions</b>							
<b>Abbey Meadows, Abingdon</b> - to award the contract for the new toilet block	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste July 2017	Councillor Charlotte Dickson	17 Nov 2016		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form
<b>Wessex leisure facility</b> - to agree the final facility mix	KEY	Cabinet member for leisure, parks, grounds maintenance, and waste July 2017	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



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**October decisions**

<b>Didcot Garden Town delivery plan</b> - to consider consultation responses before approving a plan	KEY	Cabinet 6 Oct 2017	Councillor Mike Murray	10 Mar 2017		Gerry Brough Email: <a href="mailto:gerry.brough@southandvale.gov.uk">gerry.brough@southandvale.gov.uk</a>	Cabinet report
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