

Cabinet work programme

1 February 2018



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
February 2018 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 February 2018 Head of corporate services February 2018	Councillor Mike Murray	15 Feb 2012		Suzanne Malcolm, Email: suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form
Standing item: to create a budget and release section 106 funds	KEY	Cabinet member for planning February 2018	Councillor Roger Cox	10 Nov 2017		Adrian Duffield 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 February 2018	Councillor Roger Cox	5 Aug 2016		Andrew Maxted Email: andrew.maxted@southandvale.gov.uk	Cabinet member decision form
Preparations for the Homelessness Reduction Act	KEY	Cabinet member for housing and environment February 2018	Councillor Elaine Ware	1 Dec 2017		Phil Ealey phil.ealey@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
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 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
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 9 Feb 2018	Councillor Mike Murray	15 Sep 2017		Sally Truman Email: sally.truman@southandvale.gov.uk	Cabinet report
Housing and growth deal for Oxfordshire - to recommend Council to consider the deal	No	Cabinet 9 Feb 2018 Council 14 Feb 2018	Councillor Matthew Barber	21 Dec 2017		Andrew Down Email: andrew.down@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
Treasury management mid-year monitoring 2017/18 - to recommend Council to approve the report	No	Joint Audit and Governance Committee 29 Jan 2018 Cabinet 9 Feb 2018 Council 14 Feb 2018	Councillor Robert Sharp	2 Jan 2018		Simon Hewings Email: simon.hewings@southandvale.gov.uk	Cabinet report
Treasury management strategy 2018/19 - to recommend Council to approve the strategy	No	Joint Audit and Governance Committee 29 Jan 2018 Cabinet 9 Feb 2018 Council 14 Feb 2018	Councillor Robert Sharp	2 Jan 2018		Simon Hewings Email: simon.hewings@southandvale.gov.uk	Cabinet report
Budget 2018/19 - to recommend Council to approve the budget for 2018/19	No	Cabinet 9 Feb 2018 Council 14 Feb 2018	Councillor Robert Sharp	26 Oct 2017	Scrutiny Committee	William Jacobs Email: william.jacobs@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
--	----------------	---	----------------	------------------------------	---	-----------------	--

March decisions

Didcot Garden Town and Enterprise Zones - allocation of government grant awards	KEY	Cabinet member for regeneration and development March 2018	Councillor Mike Murray	15 Sep 2017		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Grants - to award community grants or new homes bonus grants through the area committees	KEY	Wantage Area Committee 12 Mar 2018 Abingdon and North East Area Committee 13 Mar 2018	Councillor Charlotte Dickson	1 Feb 2018		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Area committee reports
Partnership grants - to determine the award of partnership grants	KEY	Cabinet member for community services March 2018	Councillor Charlotte Dickson	1 Feb 2018		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk	Cabinet member decision form
Housing and growth deal for Oxfordshire - to approve a statement of common ground and a memorandum of understanding	KEY	Cabinet March 2018	Councillor Matthew Barber	1 Feb 2018		Andrew Down Email: andrew.down@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

Great Western Park, Didcot - to approve final arrangements for the maintenance of open space	KEY	Cabinet member for regeneration and development April 2018	Councillor Mike Murray	14 Oct 2016		Gerry Brough Email: gerry.brough@southandvale.gov.uk	Cabinet member decision form
Abbey Meadows, Abingdon - to appoint a contractor to refurbish the public conveniences	KEY	Cabinet member for community services April 2018	Councillor Charlotte Dickson	1 Feb 2018		Dylan Evans Email: dylan.evans@southandvale.gov.uk	Cabinet member decision form
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
Discretionary food safety charges - to introduce charges	KEY	Cabinet 6 Apr 2018	Councillor Elaine Ware	2 Jan 2018		Diane Foster Email: diane.foster@southandvale.gov.uk	Cabinet report
Inter-authority agreement - to agree arrangements	KEY	Cabinet April 2018	Councillor Matthew Barber	12 Oct 2017		Adrianna Partridge Email: adrianna.partridge@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
Environmental enhancements - to consider proposed enhancements	KEY	Cabinet 6 Apr 2018	Councillor Elaine Ware	3 Mar 2017		Ian Matten Email: ian.matten@southan.gov.uk	Cabinet report
August decisions							
Housing allocations policy - to approve a revised draft policy for consultation	No	Cabinet member for housing and environment August 2018	Councillor Elaine Ware	1 Feb 2018		Phil Ealey Email: phil.ealey@southan.gov.uk	Cabinet member decision form