

Cabinet work programme

16 April 2014

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 or make savings of £75,000
- to be significant in their effect on communities within more than one ward

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. Most key decisions are taken at public Cabinet meetings.

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](#) (Leader) – responsible for corporate strategy, finance, and legal and democratic services
- [Councillor Roger Cox](#) (Deputy Leader) – responsible for planning (development management and enforcement) and housing
- [Councillor Mike Murray](#) – responsible for planning policy, including the local plan
- [Councillor Reg Waite](#) – responsible for commercial services, human resources, IT, and customer services
- [Councillor Elaine Ware](#) – responsible for economy, leisure and property

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 520202.

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, Council Offices, Benson Lane, Crowmarsh Gifford, Wallingford, OX10 8ED, tel: 01235 540307, 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, Council Offices, Benson Lane, Crowmarsh Gifford, Wallingford, OX10 8ED, tel: 01235 540307, e-mail: steve.culliford@southandvale.gov.uk.

Cabinet work programme

| DECISION, PURPOSE AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE | KEY DECISION ? | DECISION MAKER | CABINET MEMBER | DATE FIRST ON WORK PROGRAMME | PRINCIPAL CONSULTEES INCLUDING COMMITTEES | CONTACT OFFICER | DOCUMENTS TO BE USED BY THE DECISION MAKER AND OTHER RELEVANT DOCUMENTS |
|--|----------------|---|------------------------|------------------------------|---|--|---|
| April decisions | | | | | | | |
| Property decisions - to consider any property sales or purchases or any property management decisions (This is likely to be an exempt decision due to the confidential nature of property negotiations with third parties - paragraph 3 to Schedule 12A, Local Government Act 1972) | KEY | Cabinet member for economy, leisure and property April 2014 | Councillor Elaine Ware | March 2012 | Consult Cabinet members | Graham Hawkins Tel. (01235) 540410 Email: graham.hawkins@southandvale.gov.uk | Cabinet delegated decision form |
| Blewbury Neighbourhood Plan - to designate the neighbourhood plan area | No | Cabinet member for planning policy, including the core strategy April 2014 | Councillor Mike Murray | 20 December 2013 | Consult Cabinet members | Katherine Macdonald Tel. (01235) 540511 katherine.macdonald@southandvale.gov.uk | Cabinet delegated decision form |

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| Faringdon Neighbourhood Plan - to scrutinise its consistency with the local plan | No | Cabinet member for planning policy, including the core strategy April 2014 | Councillor Mike Murray | 17 June 2013 | Consult Cabinet members | Mark Williams Tel. (01235) 540308 Email: mark.williams@southandvale.gov.uk | Cabinet delegated decision form |
| Section 106 - to approve release of town and parish council funding | KEY | Cabinet member for planning (development management and enforcement) April 2014 | Councillor Roger Cox | 17 January 2014 | Consult Cabinet members | Adrian Duffield, Head of Planning Tel. (01235) 540340 Email: adrian.duffield@southandvale.gov.uk | Cabinet delegated decision form |
| Protocol on parish council engagement | No | Cabinet member for planning (development management and enforcement) April 2014 | Councillor Roger Cox | 28 March 2014 | Consult Cabinet members | Adrian Duffield, Head of Planning Tel. (01491) 823729 Email: adrian.duffield@southandvale.gov.uk | Cabinet delegated decision form |
| Local plan update | KEY | Cabinet April 2014 | Councillor Mike Murray | 26 July 2013 | Consult Cabinet members | Mark Williams Tel. (01235) 540308 Email: mark.williams@southandvale.gov.uk | Cabinet report |

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| May decisions | | | | | | | |
|--|-----|---|------------------------|------------------|--|--|---------------------------------|
| White Horse Leisure and Tennis Centre - award contract for the refurbishment of current car park and additional parking provision | KEY | Cabinet member for economy, leisure and property May 2014 | Councillor Elaine Ware | 21 October 2013 | Consult Cabinet members | Ben Border Tel. (01235) 540444 Email: ben.border@southandvale.gov.uk | Cabinet delegated decision form |
| Joint leisure management contract - to award the contract | KEY | Cabinet 8 May 2014 | Councillor Elaine Ware | 20 December 2013 | Consult Cabinet members and South Oxfordshire District Council's Cabinet | Kate Arnold Tel. (01235) 540416 Email: kate.arnold@southandvale.gov.uk | Cabinet report |
| Science Vale Oxford area action plan - to approve the area action plan | KEY | Cabinet member for planning policy, including the core strategy 16 May 2014 | Councillor Mike Murray | 16 April 2014 | Consult Cabinet members | Sophie Horsley Tel. 01491 823724 Email: sophie.horsley@southandvale.gov.uk | Cabinet delegated decision form |

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| June decisions | | | | | | | |
|--|-----|--------------------|---------------------------|------------------|--|---|----------------|
| Broadband - to consider broadband provision in the Vale | KEY | Cabinet 6 Jun 2014 | Councillor Elaine Ware | 24 February 2014 | Consult Cabinet members | Suzanne Malcolm, Economic Development Manager Tel. 01491 823126 Email: suzanne.malcolm@southandvale.gov.uk | Cabinet report |
| Civil parking enforcement - to determine whether to take on this function | KEY | Cabinet 6 Jun 2014 | Councillor Elaine Ware | 6 December 2013 | Consult Cabinet members | John Backley Tel. (01235) 540443 Email: john.backley@southandvale.gov.uk | Cabinet report |
| July decisions | | | | | | | |
| Local plan - to approve part 1 for pre-submission consultation | KEY | Cabinet July 2014 | Councillor Mike Murray | 24 February 2014 | Consult Cabinet members and Scrutiny Committee | Mark Williams Tel. (01235) 540308 Email: mark.williams@southandvale.gov.uk | Cabinet report |
| Treasury management outturn 2013/14 | No | Cabinet July 2014 | Councillor Matthew Barber | 28 March 2014 | Consult Cabinet members and Audit and Governance Committee | William Jacobs, Head of Finance Tel. (01491) 823326 Email: william.jacobs@southandvale.gov.uk | Cabinet report |

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September decisions

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| Offices cleaning contract - to award a new contract (This is likely to be an exempt decision so to not disclose the financial or business affairs of another person - paragraph 3 to Schedule 12A, Local Government Act 1972) | No | Cabinet member for economy, leisure and property September 2014 | Councillor Elaine Ware | September 2012 | Consult Cabinet members | John Backley Tel. (01235) 540443 Email: john.backley@southandvale.gov.uk | Cabinet delegated decision form |
|--|----|--|------------------------|----------------|-------------------------|--|---------------------------------|

October decisions

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|---|-----|---|------------------------|------------------|--|---|---------------------------------|
| Local plan - to recommend Council to submit part 1 for examination | KEY | Cabinet October 2014 | Councillor Mike Murray | 24 February 2014 | Consult Cabinet members and Scrutiny Committee | Mark Williams Tel. (01235) 540308 Email: mark.williams@southandvale.gov.uk | Cabinet report |
| Local plan - to approve the design strategy supplementary planning document for consultation | KEY | Cabinet member for planning policy, including the core strategy October 2014 | Councillor Mike Murray | 24 February 2014 | Consult Cabinet members | Mark Williams Tel. (01235) 540308 Email: mark.williams@southandvale.gov.uk | Cabinet delegated decision form |

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| November decisions | | | | | | | |
|--|-----|---|------------------------|------------------|-------------------------|---|---------------------------------|
| Infrastructure and community benefit strategy - to approve for consultation | KEY | Cabinet member for planning policy, including the core strategy November 2014 | Councillor Mike Murray | 24 February 2014 | Consult Cabinet members | Adrian Duffield, Head of Planning Tel. (01235) 540340 Email: adrian.duffield@southandvale.gov.uk | Cabinet delegated decision form |