

# Cabinet work programme

1 March 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 finance, property and economy
- [Councillor Eric Batts](#) – responsible for HR and technical
- [Councillor Roger Cox](#) – responsible for planning (development management), environmental health and housing
- [Councillor Charlotte Dickson](#) – responsible for leisure
- [Councillor Mohinder Kainth](#) – responsible for IT
- [Councillor Sandy Lovatt](#) – responsible for legal and democratic, including community safety
- [Councillor Mike Murray](#) – responsible for planning policy
- [Councillor Elaine Ware](#) – responsible for corporate strategy, grounds maintenance and waste

## 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 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](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 540306, 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 540306, 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 finance, economic development and property March 2016  Head of economy, leisure, and property March 2016	Councillor Matthew Barber	15 Feb 2012		Suzanne Malcolm, Economic Development Manager Email: <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a> Chris Tyson, Head of Leisure Economy and Property Email: <a href="mailto:chris.tyson@southandvale.gov.uk">chris.tyson@southandvale.gov.uk</a>	Cabinet member decision form
<b>Science Vale Innovation Centre</b> - to approve funding	KEY	Cabinet member for finance, economic development and property March 2016	Councillor Matthew Barber	1 Jun 2015		Anna Robinson, Strategic Director Email: <a href="mailto:anna.robinson@southandvale.gov.uk">anna.robinson@southandvale.gov.uk</a>	Cabinet member decision form
<b>Didcot garden town programme</b> - to approve the accountable body	No	Cabinet member for finance, economic development and property March 2016	Councillor Matthew Barber	19 Feb 2016		John Betty Email: <a href="mailto:john.betty@southandvale.gov.uk">john.betty@southandvale.gov.uk</a>	Cabinet member decision form

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<b>The Charter area, Abingdon</b> - 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 finance, economic development and property March 2016	Councillor Matthew Barber	26 Mar 2015		Suzanne Malcolm, Economic Development Manager Email: <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet member decision form
<b>Ridgeway leisure facility project</b> - to procure design services	KEY	Cabinet member for leisure March 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>Leisure centre use</b> - to approve a lease with Oxfordshire County Council	KEY	Cabinet member for leisure March 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
<b>Stray dog service</b> - to procure services	No	Cabinet member for planning (development management and enforcement), assets of community value, housing and environmental health March 2016	Councillor Roger Cox	16 Jul 2015		Paul Holland Email: <a href="mailto:paul.holland@southandvale.gov.uk">paul.holland@southandvale.gov.uk</a>	Cabinet member decision form

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<b>To approve the use of a commuted sum for affordable housing</b>	KEY	Cabinet member for planning (development management and enforcement), assets of community value, housing and environmental health March 2016	Councillor Roger Cox	30 Oct 2015		Helen Novelle Email: <a href="mailto:helen.novelle@southandvale.gov.uk">helen.novelle@southandvale.gov.uk</a>	Cabinet member decision form
<b>Devolution deal</b> - to agree a devolution deal for Oxfordshire	KEY	Cabinet March 2016	Councillor Matthew Barber	30 Sep 2015		David Buckle Email: <a href="mailto:kim.ashford@southandvale.gov.uk">kim.ashford@southandvale.gov.uk</a>	Cabinet report
<b>Harwell joint venture</b> - to consider a proposal to enter into a joint venture	KEY	Cabinet March 2016	Councillor Matthew Barber	19 Feb 2016		Anna Robinson, Strategic Director Email: <a href="mailto:anna.robinson@southandvale.gov.uk">anna.robinson@southandvale.gov.uk</a>	Cabinet report
<b>Didcot garden town programme</b> - to spend funds allocated to the programme	KEY	Cabinet member for planning policy, including the local plan Not before 4 Mar 2016	Councillor Mike Murray	5 Feb 2016		Anna Robinson, Strategic Director Email: <a href="mailto:emma.wood@southandvale.gov.uk">emma.wood@southandvale.gov.uk</a>	Cabinet member decision form
<b>Grant awards</b> - to award any grants in excess of the key decision threshold	KEY	Abingdon and Northeast Area Committee 14 Mar 2016	Relevant ward members	29 Jan 2016		Carole Cumming Email: <a href="mailto:carole.cumming@southandvale.gov.uk">carole.cumming@southandvale.gov.uk</a>	Area committee report

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**April decisions**

<b>Ridgeway leisure facility</b> - to appoint a multi-disciplinary design team	KEY	Cabinet member for leisure April 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</b> - to agree the final facility mix	KEY	Cabinet member for leisure April 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>White Horse Leisure Centre</b> - to approve refurbishment of the pool	KEY	Cabinet member for leisure April 2016	Councillor Charlotte Dickson	25 Aug 2015		Chris Webb Email: <a href="mailto:chris.webb@southandvale.gov.uk">chris.webb@southandvale.gov.uk</a>	Cabinet member decision form
<b>Corporate plan</b> - to review the corporate plan and recommend its adoption to Council	No	Cabinet 15 Apr 2016  Council 11 May 2016	Councillor Matthew Barber	23 Jul 2015		Sally Truman, Policy and Community Engagement Manager Email: <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a>	Cabinet report
<b>Neighbourhood planning funding</b> - to review current grant funding for neighbourhood planning including community right to build and neighbourhood development orders	KEY	Cabinet 15 Apr 2016	Councillor Mike Murray	21 Dec 2015		Luke Brown Email: <a href="mailto:luke.brown@southandvale.gov.uk">luke.brown@southandvale.gov.uk</a>	Cabinet report

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### May decisions

<b>Local plan part 1</b> - to publish any modifications to the local plan for public consultation	No	Cabinet member for planning policy, including the local plan May 2016	Councillor Mike Murray	19 Feb 2016		Adrian Duffield, Head of Planning Email: <a href="mailto:adrian.duffield@southandvale.gov.uk">adrian.duffield@southandvale.gov.uk</a>	Cabinet member decision form
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### June decisions

<b>Abingdon moorings</b> - to approve a policy	KEY	Cabinet 3 Jun 2016	Councillor Charlotte Dickson	26 Mar 2015		Suzanne Malcolm Email: <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet report
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### July decisions

<b>Section 106 planning obligations</b> - to approve a supplementary planning document	KEY	Cabinet member for planning (development management and enforcement), assets of community value, housing and environmental health July 2016	Councillor Roger Cox	4 Dec 2015		Liz Fay Email: <a href="mailto:liz.fay@southandvale.gov.uk">liz.fay@southandvale.gov.uk</a>	Cabinet member decision form
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**October decisions**

<b>Local plan</b> - to adopt part 1 of the local plan	KEY	Cabinet 7 Oct 2016	Councillor Mike Murray	1 Mar 2016		Adrian Duffield, Head of Planning Email: <a href="mailto:adrian.duffield@south-handvale.gov.uk">adrian.duffield@south-handvale.gov.uk</a>	Cabinet report
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