

Cabinet work programme

PUBLICATION DATE: DATE NOT SPECIFIED

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 monthly.

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 to receive income of more than £75,000*
- *to award a revenue or capital grant of over £25,000*
- *to agree an action that, in the view of the relevant Strategic Director, significantly affects a community 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 Cabinet work programme tell me?

The plan 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 or individual officers 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 Cabinet members?

Mr John Cotton - Leader Responsible for Corporate Strategy, Economic Development and Wallingford	Mr Will Hall Responsible for Finance and Henley
Reverend Angie Paterson - Deputy Leader Responsible for Planning Policy and Customer Services	Ms Lynn Lloyd Responsible for IT, HR, Legal and Democratic Services
Ms Anna Badcock Responsible for Housing	Mrs Judith Nimmo-Smith Responsible for Health, Community Safety and Central Parishes
Mr David Dodds Responsible for Waste and Thame	Mr Bill Service Responsible for Leisure and Didcot
Mrs Elizabeth Gillespie Responsible for Development/Building Control, Grants and Northern Parishes	Mr Robert Simister Responsible for Property, Technical Services and Southern Parishes

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 or by telephoning the Council offices on 01491 823000.

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.southoxon.gov.uk. Alternatively you can contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, South Oxfordshire District Council, Council Offices, Crowmarsh Gifford, Wallingford, Oxon, OX10 8HQ, tel: 01235 540306, 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 Cabinet

Members of the public wishing to address a meeting of the Cabinet on an issue on the agenda should notify the Head of Legal and Democratic Services by noon on the day before the meeting. Please contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, South Oxfordshire District Council, Council Offices, Crowmarsh Gifford, Wallingford, Oxon, OX10 8HQ, tel: 01235 540306, e-mail: steve.culliford@southandvale.gov.uk

Cabinet Work Programme

DECISION AND 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 AND OTHER RELEVANT DOCUMENTS
February decisions							
Standing item: Property decisions Purpose: to consider any property sales or purchases or any property management decisions. This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Robert Simister, Cabinet member for property, technical services and southern parishes February 2015 Head of Economy, Leisure and Property February 201	Robert Simister, Cabinet member for property, technical services and southern parishes	28 Jul 2014		Mr Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet member decision form
Local Plan refined options consultation	Yes	Reverend Angie Paterson, Deputy Leader, planning policy and customer services February 2015	Reverend Angie Paterson, Deputy Leader, planning policy and customer services	30 Jan 2015		Mike Cryan mike.cryan@southandvale.gov.uk	Cabinet member decision form
Science Vale area action plan Purpose - to approve consultation on the principle of an area action plan	Yes	Reverend Angie Paterson, Deputy Leader, planning policy and customer services February 2015	Reverend Angie Paterson, Deputy Leader, planning policy and customer services	16 Apr 2014		Sophie Horsley sophie.horsley@southandvale.gov.uk	Cabinet member decision form
Community capital grants under £15,000 Purpose: to approve community capital grants under £15,000 in value	Yes	Elizabeth Gillespie, Cabinet member for development/building control, grants and northern parishes February 2015	Elizabeth Gillespie, Cabinet member for development/building control, grants and northern parishes	29 Oct 2014		Carole Cumming carole.cumming@southandvale.gov.uk	Cabinet member decision form

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Community infrastructure levy - draft charging schedule Purpose: to approve the draft charging schedule for consultation	Yes	Cabinet 12 February 2015 Council 19 February 2015	Reverend Angie Paterson, Deputy Leader, planning policy and customer services	29 Oct 2014		Heike Wetzstein heike.wetzstein@southandvale.gov.uk	Cabinet report
Treasury management mid-year report 2014/15 Purpose: to consider the report and forward any comments on to Council.	Yes	Cabinet 12 February 2015 Council 19 February 2015	Will Hall, Cabinet member for finance and Henley	19 Nov 2014		Bob Watson Tel: 01235 540426 bob.watson@southandvale.gov.uk	Cabinet report
Treasury management strategy 2015/16 Purpose: to recommend the strategy to Council.	Yes	Cabinet 12 February 2015 Council 19 February 2015	Will Hall, Cabinet member for finance and Henley	19 Nov 2014		Bob Watson Tel: 01235 540426 bob.watson@southandvale.gov.uk	Cabinet report
Medium term financial strategy 2015/16 - 2019/20	Yes	Cabinet 12 February 2015 Council 19 February 2015	Will Hall, Cabinet member for finance and Henley	30 Jan 2015		William Jacobs william.jacobs@southandvale.gov.uk	Cabinet report
Budget 2015/16 Purpose: to recommend the budget to Council.	Yes	Cabinet 12 February 2015 Council 19 February 2015	Will Hall, Cabinet member for finance and Henley	19 Nov 2014		Mr Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
March decisions							
Homelessness strategy Purpose: to approve the strategy for consultation	No	Anna Badcock, Cabinet member for housing March 2015	Anna Badcock, Cabinet member for housing	6 Aug 2014		Mr Philip Ealey phil.ealey@southandvale.gov.uk	Cabinet member decision form

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Gas and electricity supply to council premises Purpose: to consider the future supply of gas and electricity to council premises.	Yes	Robert Simister, Cabinet member for property, technical services and southern parishes March 2015	Robert Simister, Cabinet member for property, technical services and southern parishes	8 Dec 2014		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Acquisition of land in Science Vale Purpose: to consider acquiring land This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Robert Simister, Cabinet member for property, technical services and southern parishes March 2015	Robert Simister, Cabinet member for property, technical services and southern parishes	29 Sep 2014		Vicky Trietline Tel: 01235 547680 vicky.trietline@southandvale.gov.uk	Cabinet member decision form
Neighbourhood planning funding Purpose – to look at restructuring the current funding offered to Town and parish Councils to assist with the preparation of neighbourhood plans	Yes	Cabinet 12 March 2015	Reverend Angie Paterson, Deputy Leader, planning policy and customer services	19 Nov 2014		Hannah Guest hannah.guest@southandvale.gov.uk	Cabinet report
Didcot Gateway Purpose - to consider a development proposal. This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Cabinet 12 March 2015	John Cotton, Leader of the council, corporate strategy, economic development and Wallingford	19 Nov 2014		Vicky Trietline Tel: 01235 547680 vicky.trietline@southandvale.gov.uk	Cabinet report
Restrictive covenants affecting properties in areas of outstanding natural beauty Purpose: to agree a revised policy under section 157 of the Housing Act 1985.	Yes	Cabinet 12 March 2015	Robert Simister, Cabinet member for property, technical services and southern parishes	1 Sep 2014		Mr Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet report

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July decisions							
Market Place Mews, Henley Purpose: to consider proposals relating to Market Place Mews, Henley and the disposal of council land associated with the development. This has been delayed due to ongoing property negotiations. This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Cabinet July 2015	Robert Simister, Cabinet member for property, technical services and southern parishes	4 Feb 2013		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form
Playing pitch needs assessment Purpose: to consult on the findings of a needs assessment report on playing pitches within South Oxfordshire. This has been delayed due to the length of time needed to conduct the survey and due to a change in requirements from Sport England.	No	Bill Service, Cabinet member for leisure and Didcot July 2015	Bill Service, Cabinet member for leisure and Didcot	4 Feb 2013		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form