

Cabinet work programme

18 November 2016



Listening Learning Leading

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
November decisions							

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Standing item: Property decisions

Purpose: to approve any property sales or purchases or take 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

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Standing item: Neighbourhood planning

Purpose: to determine any matters relating to neighbourhood plans

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Polling station improvements

Purpose: to consider funding improvements to polling stations

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Corporate services

Purpose: to review implementation of contract and any contractual changes required

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Five Councils' Partnership contractor performance reporting

Purpose: to approve the performance reporting format

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Communications strategy

Purpose: to adopt the strategy

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Sewage treatment plant in Moulsoford

Purpose: to award a contract to refurbish the sewage treatment plant

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Market Place Mews, Henley

Purpose: to approve the sale of property. This decision is likely to be an exempt decision – paragraph 3 to Schedule 12A of the Local Government Act 1972

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Orchard Centre, Didcot

Purpose: to make any property decisions. This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972

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Great Western Park, Didcot

Purpose: to approve final arrangements for the maintenance of open space

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December decisions

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Council chamber

Purpose: to approve the details of a new council chamber

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Berinsfield improvement programme - A4074 pedestrian crossing

Purpose: to request a transfer of capital funds and authorise design and construction

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Amendment to current shared ownership equity purchase restrictions in designated protected areas

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Thame small pool re-design project

Purpose: to award the contract to provide building works to re-design Thame small pool

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Council tax base

Purpose: to recommend to Council to approve the council tax base

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Section 157 restrictions policy

Purpose: to review the policy

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January 2017 decisions

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South Local Plan 2032

Purpose: to consider the strategic sites consultation results and agree the next steps

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Temporary housing accommodation

Purpose: to approve a temporary accommodation strategy

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Community grants

Purpose: to award any community grants

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Leisure centre use

Purpose: to approve a lease with Oxfordshire County Council

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Waste collection replacement fleet

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Waste services proposals

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February decisions

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Citizens Advice Bureau
Purpose: to award any grant aid

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Corporate development plan

Purpose: to approve the plan

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Treasury management mid-year monitoring 2016/17

Purpose: to consider the mid-year monitoring report and make any recommendations to Council

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Treasury management and investment strategy 2017/18 to 2019/20

Purpose: to recommend the strategy to Council

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New grants scheme

Purpose: to approve a policy for a new grants scheme

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Budget 2017/18

Purpose: to recommend to Council to approve the revenue budget for 2017/18, the capital programme and the medium term financial plan

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Commuted sums and affordable housing

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March decisions

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Neighbourhood Planning district grant funding

Purpose: to review current grant funding for neighbourhood planning including community right to build and neighbourhood development orders

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April decisions

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Statement of community involvement

Purpose: to approve the Statement of Community Involvement in planning matters

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Article 4 direction, East Hagbourne

Purpose: proposal to deliver an Article 4 direction at Kingsholm Close in East Hagbourne

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Cabinet work programme

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.

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 Cabinet 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 or individual officers 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.

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Who are the Cabinet members?

- [John Cotton - Leader](#) - Responsible for corporate strategy, and strategic policy (including the Local Plan)
- [Jane Murphy - Deputy Leader](#) - Responsible for finance, legal and democratic services, and licensing
- [Anna Badcock](#) - Responsible for leisure, arts, communications, health and well-being, and community safety
- [Elizabeth Gillespie](#) - Responsible for development, building control, housing and grants
- [Will Hall](#) – Responsible for the corporate plan
- [Tony Harbour](#) – Responsible for waste, food safety and environmental health
- [Lynn Lloyd](#) - Responsible for IT, HR, customer services and the corporate services project
- [Robert Simister](#) - Responsible for property, economic development, and technical services

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 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.southoxon.gov.uk. Alternatively you can contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, South Oxfordshire 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 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, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 422522, e-mail: steve.culliford@southandvale.gov.uk.