

Cabinet work programme

PUBLICATION DATE: 29 JULY 2015

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
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	Cabinet member for property, economic development and technical services July 2015 Head of Economy, Leisure and Property July 2015	Robert Simister	28 Jul 2014		Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet member decision form
Local Plan refined options consultation	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) July 2015	John Cotton	30 Jan 2015		Mike Cryan Mike.cryan@southandvale.gov.uk	Cabinet member decision form
Section 106 supplementary planning document Purpose: to approve the supplementary planning document	No	Cabinet member for corporate strategy, and strategic policy (including the local plan) July 2015	John Cotton	1 Jun 2015		Sophie Horsley sophie.horsley@southandvale.gov.uk	Cabinet member decision form
South essential leisure centre capital works	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety July 2015	Anna Badcock	29 Apr 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form

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Contribute towards the provision of an artificial turf pitch in Didcot	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety July 2015	Anna Badcock	29 Apr 2015		Chris Webb Chris.Webb@southandvale.gov.uk	Cabinet member decision form
Purchase of replacement gym equipment at Park Sports Centre, Wheatley	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety July 2015	Anna Badcock	29 Apr 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form
Scheme to alleviate flooding at Moulsoford	Yes	Cabinet member for property, economic development and technical services July 2015	Robert Simister	18 Jun 2015		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Gas and electricity supply to council premises Purpose: to consider the future supply of gas and electricity to council premises. Delayed due to office accommodation changes.	Yes	Cabinet member for property, economic development and technical services July 2015	Robert Simister	8 Dec 2014		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Parish street cleansing Purpose: to review grants to parish councils to provide enhanced street cleansing	No	Cabinet member for waste, grounds maintenance, food safety and environmental health August 2015	Tony Harbour	21 Jul 2015		Ian Matten ian.matten@southandvale.gov.uk	Cabinet member decision form
Homelessness strategy Purpose: to approve the strategy.	Yes	Cabinet member for development, building control, and housing August 2015	Elizabeth Gillespie	18 Jun 2015		Philip Ealey phil.ealey@southandvale.gov.uk	Cabinet member decision form

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Chilterns Area of Outstanding Natural Beauty Management Plan	No	Cabinet member for corporate strategy, and strategic policy (including the local plan) September 2015	John Cotton	18 Jun 2015		Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet member decision form
Management of countryside sites	No	Cabinet member for corporate strategy, and strategic policy (including the local plan) September 2015	John Cotton	18 Jun 2015		Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet member decision form
Contract review - This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (paragraph 3)	Yes	Cabinet member for waste, grounds maintenance, food safety and environmental health September 2015	Tony Harbour	6 Jul 2015		Clare Kingston clare.kingston@southandvale.gov.uk	Cabinet member decision form
Public conveniences cleaning contract - to award the contract	Yes	Cabinet member for property, economic development and technical services October 2015	Robert Simister	19 Mar 2015		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Community grants Purpose: to review the community grants scheme	Yes	Cabinet 1 October 2015	John Cotton	21 Jul 2015		Carole Cumming carole.cumming@southandvale.gov.uk	Cabinet report
Community infrastructure levy	Yes	Cabinet 1 October 2015 Council 15 October 2015	John Cotton	13 Feb 2015		Heike Wetzstein heike.wetzstein@southandvale.gov.uk	Cabinet report
Procuring stray dog and pest control services	No	Cabinet member for waste, grounds maintenance, food safety and environmental health December 2015	Tony Harbour	21 Jul 2015		Paul Holland Paul.Holland@southandvale.gov.uk	Cabinet member decision form

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Car park fees and charges	Yes	Cabinet 3 December 2015	Robert Simister	1 Jun 2015		John Backley john.backley@southandvale.gov.uk	Cabinet report
Review of market town support	No	Cabinet 3 December 2015	Robert Simister	21 Jul 2015		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet report
Council tax base Purpose: to recommend the Council Tax base to Council.	Yes	Cabinet 3 December 2015 Council 18 February 2016	Jane Murphy	21 Jul 2015		William Jacobs william.jacobs@southandvale.gov.uk	Cabinet report
Council tax reduction scheme grant	Yes	Cabinet 3 December 2015	Jane Murphy	21 Jul 2015		Paul Howden paul.howden@southandvale.gov.uk	Cabinet report
Corporate plan review Purpose: to review the corporate plan and recommend its adoption to Council	Yes	Cabinet 4 February 2016 Council 18 February 2016	John Cotton	21 Jul 2015		Sally Truman sally.truman@southandvale.gov.uk	Cabinet report
Treasury management mid-year monitoring 2015/16 Purpose: to monitor mid-year performance	Yes	Joint Audit and Governance Committee 25 January 2016 Cabinet 4 February 2016 Council 18 February 2016	Jane Murphy	21 Jul 2015		Bob Watson bob.watson@southandvale.gov.uk	Cabinet report

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<p>Treasury management and investment strategy 2016/17 to 2018/19 Purpose: to consider the draft strategy and recommend its adoption to Council</p>	Yes	<p>Joint Audit and Governance Committee 25 January 2016</p> <p>Cabinet 4 February 2016</p> <p>Council 18 February 2016</p>	Jane Murphy	21 Jul 2015		<p>Bob Watson bob.watson@southandvale.gov.uk</p>	Cabinet report
<p>Medium term financial strategy Purpose: to consider the draft strategy and recommend its adoption to Council</p>	Yes	<p>Cabinet 4 February 2016</p> <p>Council 18 February 2016</p>	Jane Murphy	21 Jul 2015		<p>William Jacobs william.jacobs@southandvale.gov.uk</p>	Cabinet report
<p>Budget 2016/17 Purpose: to prepare a draft budget and recommend its adoption to Council</p>	Yes	<p>Cabinet 4 February 2016</p> <p>Council 18 February 2016</p>	Jane Murphy	21 Jul 2015		<p>William Jacobs william.jacobs@southandvale.gov.uk</p>	Cabinet report

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 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.

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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 and housing
- [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 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.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 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, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 540306, e-mail: steve.culliford@southandvale.gov.uk.