

Cabinet work programme

PUBLICATION DATE: 17 DECEMBER 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 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	Yes	Cabinet member for property, economic development and technical services December 2015 Head of Economy, Leisure and Property December 2015	Robert Simister	28 Jul 2014		Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet member decision form
Flood alleviation in Moulsoford Purpose: to approve a scheme to alleviate flooding	Yes	Cabinet member for property, economic development and technical services December 2015	Robert Simister	18 Jun 2015		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Section 157 restrictions policy Purpose - to review the policy	Yes	Cabinet member for property, economic development and technical services December 2015	Robert Simister	16 Sep 2015		Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet member decision form
Management of countryside sites Purpose: to procure a contract	No	Cabinet member for corporate strategy, and strategic policy (including the local plan) December 2015	John Cotton	18 Jun 2015		Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet member decision form
Stray dog and pest control services Purposes: to procure 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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Corporate services contract Purpose: to award the contract	Yes	Cabinet 28 January 2016	Lynn Lloyd	10 Aug 2015	Joint Scrutiny Committee 21 January 2016	Steve Bishop steve.bishop@southandvale.gov.uk	Cabinet report
Thame small pool re-design project Purpose: to agree the procurement route	No	Cabinet member for leisure, arts, communications, health and well-being, and community safety February 2016	Anna Badcock	10 Nov 2015		Chris Webb Chris.Webb@southandvale.gov.uk	Cabinet member decision form
Thame small pool re-design project Purpose: to award the contract to provide building works to re-design Thame small pool	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety February 2016	Anna Badcock	19 Aug 2015		Chris Webb Chris.Webb@southandvale.gov.uk	Cabinet member decision form
Corporate plan review Purpose: to review the corporate plan and recommend its adoption to Council	No	Cabinet 4 February 2016 Council 18 February 2016	Will Hall	21 Jul 2015		Sally Truman sally.truman@southandvale.gov.uk	Cabinet report
Section 106 planning obligations supplementary planning document Purpose: to approve the supplementary planning document.	Yes	Cabinet 4 February 2016	John Cotton	29 Sep 2015		Heike Wetzstein heike.wetzstein@southandvale.gov.uk	Cabinet report
Neighbourhood plans Purpose: to approve an additional funding protocol for fast tracking neighbourhood plans	Yes	Cabinet 4 February 2016	Cabinet member for corporate strategy, and strategic policy (including the local plan)	17 Dec 2015		Sarah Barker sarah.barker@southandvale.gov.uk	Cabinet member decision form
Community infrastructure levy Purpose: to recommend Council to adopt the charging schedule	No	Cabinet 4 February 2016 Council 18 February 2016	John Cotton	13 Feb 2015		Heike Wetzstein heike.wetzstein@southandvale.gov.uk	Cabinet report

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Treasury management mid-year monitoring 2015/16 Purpose: to monitor mid-year performance	No	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
Treasury management and investment strategy 2016/17 to 2018/19 Purpose: to consider the draft strategy and recommend its adoption to Council	No	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
Medium term financial strategy Purpose: to consider the draft strategy and recommend its adoption to Council	No	Cabinet 4 February 2016 Council 18 February 2016	Jane Murphy	21 Jul 2015		William Jacobs william.jacobs@southandvale.gov.uk	Cabinet report
Budget 2016/17 Purpose: to prepare a draft budget and recommend its adoption to Council	No	Cabinet 4 February 2016 Council 18 February 2016	Jane Murphy	21 Jul 2015		William Jacobs william.jacobs@southandvale.gov.uk	Cabinet report
Artificial turf pitch in Didcot Purpose: to contribute towards the provision of an artificial turf pitch	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety March 2016	Anna Badcock	29 Apr 2015		Chris Webb Chris.Webb@southandvale.gov.uk	Cabinet member decision form

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Devolution deal Purpose: to agree a devolution deal for Oxfordshire	Yes	Cabinet March 2016	John Cotton	29 Sep 2015		David Buckle kim.ashford@southandvale.gov.uk	Cabinet report
Local Plan preferred options Purpose: to approve preferred options	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) March 2016	John Cotton	30 Jan 2015		Sarah Barker sarah.barker@southandvale.gov.uk	Cabinet member decision form
Leisure centre use Purpose: to approve a lease with Oxfordshire County Council	Yes	Cabinet member for leisure, arts, communications, health and well- being, and community safety March 2016	Anna Badcock	4 Dec 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form
Thame Leisure Centre Purpose: to carry out refurbishment works to the wet side changing room.	Yes	Cabinet member for leisure, arts, communications, health and well- being, and community safety March 2016	Anna Badcock	21 Oct 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form
New Didcot leisure facility Purpose: to approve the consultation for a new leisure facility at Didcot	No	Cabinet member for leisure, arts, communications, health and well- being, and community safety March 2016	Anna Badcock	17 Dec 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form

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 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.