

Cabinet work programme

15 March 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
March 2016 decisions							
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 March 2016 Head of Economy, Leisure and Property March 2016	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 March 2016	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 March 2016	Robert Simister	16 Sep 2015		Chris Tyson chris.tyson@southandvale.gov.uk	Cabinet member decision form

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
Wallingford moorings Purpose: to approve a moorings policy	No	Cabinet member for property, economic development and technical services March 2016	Robert Simister	1 Mar 2016		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form
Section 106 planning obligations supplementary planning document Purpose: to approve the supplementary planning document	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) March 2016	John Cotton	29 Sep 2015	Scrutiny Committee 9 February 2016	Heike Wetzstein heike.wetzstein@southandvale.gov.uk	Cabinet member decision form
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 March 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 March 2016	Anna Badcock	19 Aug 2015		Chris Webb Chris.Webb@southandvale.gov.uk	Cabinet member decision form
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

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
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
The Cornerstone Purpose: to approve the business plan	No	Cabinet member for leisure, arts, communications, health and well-being, and community safety March 2016	Anna Badcock	15 Mar 2016		Emma Dolman emma.dolman@southandvale.gov.uk	Cabinet member decision form
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
Didcot garden town programme Purpose: to spend funds allocated to the Didcot garden town programme	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) March 2016	John Cotton	5 Feb 2016		Anna Robinson anna.robinson@southandvale.gov.uk	Cabinet member decision form

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
Didcot garden town programme Purpose: to appoint a principal consultant as the lead advisor to the Didcot garden town programme	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) Not before 16 March 2016	John Cotton	17 Feb 2016		John Betty john.betty@southandvale.gov.uk	Cabinet member decision form
Business rates Purpose: to determine whether to join the business rates pooling distribution group	Yes	Head of Finance Not before 23 March 2016	Jane Murphy	23 Feb 2016		William Jacobs william.jacobs@southandvale.gov.uk	Officer key decision form
Abbey Sports Centre, Berinsfield Purpose: to purchase replacement gym equipment	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety Not before 24 March 2016	Anna Badcock	25 Feb 2016		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form
Thame Leisure Centre Purpose: to purchase replacement gym equipment	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety Not before 24 March 2016	Anna Badcock	25 Feb 2016		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form

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
April decisions							
Local plan vision and objectives Purpose: to recommend Council to approve the local plan vision and objectives	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) April 2016	John Cotton	30 Jan 2015		Simon Rowberry simon.rowberry@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 April 2016	Anna Badcock	17 Dec 2015		Kate Arnold kate.arnold@southandvale.gov.uk	Cabinet member decision form
Sonning Common Neighbourhood Plan Purpose: to issue a decision statement following the inspector's report	No	Cabinet member for corporate strategy, and strategic policy (including the local plan) April 2016	John Cotton	15 Mar 2016		Rona Knott rona.knott@southandvale.gov.uk	Cabinet member decision form
Science Vale Purpose: to appoint temporary staff to the Science Vale development team	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) Not before 5 April 2016	John Cotton	8 Mar 2016		John Dobson john.dobson@southandvale.gov.uk	Cabinet member decision form
Corporate plan review Purpose: to review the corporate plan and recommend its adoption to Council	No	Cabinet 7 April 2016 Council 12 May 2016	Will Hall	21 Jul 2015		Sally Truman sally.truman@southandvale.gov.uk	Cabinet report

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
The Queen's 90th birthday celebration Purpose: to consider options to mark The Queen's 90 th birthday	Yes	Cabinet 7 April 2016	Robert Simister, John Cotton	10 Feb 2016		John Backley john.backley@southandvale.gov.uk	Cabinet report
Berinsfield improvement programme This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Cabinet 7 April 2016	John Cotton, Elizabeth Gillespie	17 Feb 2016		Anna Robinson anna.robinson@southandvale.gov.uk	Cabinet report
Additional grants for neighbourhood plans Purpose: to approve an additional funding protocol for fast tracking neighbourhood plans	Yes	Cabinet 7 April 2016	John Cotton	17 Dec 2015		Simon Rowberry simon.rowberry@southandvale.gov.uk	Cabinet report
Grant funding for neighbourhood planning Purpose: to review and update of current grant funding for neighbourhood planning including community right to build and neighbourhood development orders	Yes	Cabinet 7 April 2016	John Cotton	4 Jan 2016		Luke Brown luke.brown@southandvale.gov.uk	Cabinet report
Henley and Harpsden Neighbourhood Plan Purpose: to recommend Council to adopt the neighbourhood plan	No	Cabinet 7 April 2016 Council 12 May 2016	John Cotton	15 Mar 2016		Charlotte Colver charlotte.colver@southandvale.gov.uk	Cabinet report

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
June decisions							
Temporary housing accommodation Purpose: to approve a temporary accommodation strategy	Yes	Cabinet 9 June 2016	Elizabeth Gillespie	4 Mar 2016		Hamid Khan hamid.khan@southandv vale.gov.uk	Cabinet report

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
--	------------------	---	----------------	------------------------------------	--	-----------------	---

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.

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
--	------------------	---	----------------	------------------------------------	--	-----------------	---

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.