

Cabinet work programme

1 March 2019



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 decisions							
Standing item: Property decisions Purpose: to approve any property sales or purchases or take any property management decisions. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet member for development and regeneration March 2019 Head of development and regeneration March 2019	Paul Harrison	28 Jul 2014		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet member decision form or officer key decision form
Standing item: Section 106 funds Purpose: to create a budget and release funds	Yes	Cabinet member for planning March 2019	Felix Bloomfield	15 Nov 2017		Adrian Duffield adrian.duffield@southandvale.gov.uk	Cabinet member decision form
Standing item: Neighbourhood planning Purpose: to determine any matters relating to neighbourhood plans	No	Cabinet member for planning March 2019	Felix Bloomfield	23 Aug 2016		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet member decision form

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Didcot Garden Town Purpose: to approve funding allocations	Yes	Cabinet member for partnership and insight March 2019	Bill Service	2 Oct 2017		Andrew Down andrew.down@southandvale.gov.uk	Cabinet member decision form
Street nameplates Purpose: to award a contract for their provision and installation	Yes	Cabinet member for corporate services March 2019	Kevin Bulmer	1 Nov 2018		Sally-Anne Worsley sally-anne.worsley@southandvale.gov.uk	Cabinet member decision form
Goring Neighbourhood Plan Purpose: to agree that the neighbourhood plan progresses to referendum	No	Cabinet member for planning March 2019	Felix Bloomfield	17 Aug 2018		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet member decision form
Long Wittenham Neighbourhood Plan Purpose: to agree that the neighbourhood plan progresses to referendum	No	Cabinet member for planning March 2019	Felix Bloomfield	9 Jan 2019		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet member decision form
Outreach contract Purpose: to award a housing advice outreach contract	Yes	Cabinet member for housing and environment March 2019	Caroline Newton	28 Sep 2018		Philip Ealey phil.ealey@southandvale.gov.uk	Cabinet member decision form
Public space CCTV repair and maintenance contract Purpose: to award the contract	Yes	Cabinet member for housing and environment March 2019	Caroline Newton	21 Dec 2018		Diane Foster diane.foster@southandvale.gov.uk	Cabinet member decision form
Provision of public space CCTV in Didcot Purpose: to provide CCTV in public spaces	Yes	Cabinet member for housing and environment March 2019	Caroline Newton	21 Dec 2018		Diane Foster diane.foster@southandvale.gov.uk	Cabinet member decision form

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Stairlift contract Purpose: to award a contract to provide stairlifts - funded by the Disabled Facilities Grant	Yes	Cabinet member for housing and environment Not before 29 March 2019	Caroline Newton			Shaun Berry shaun.berry@southandvale.gov.uk	Cabinet member decision form
April decisions							
Leisure facilities projects Purpose: to appoint contractors to undertake works at the leisure centres	Yes	Cabinet member for community services April 2019	Lynn Lloyd	19 Oct 2018		Dylan Evans dylan.evans@southandvale.gov.uk	Cabinet member decision form
Housing and growth deal for Oxfordshire Purpose: to agree arrangements, including approval of the statement of common ground	No	Cabinet 9 April 2019	Bill Service	23 Mar 2018		Andrew Down andrew.down@southandvale.gov.uk	Cabinet report
Health and wellbeing strategy Purpose: to approve the principle of a health and wellbeing strategy	Yes	Cabinet 9 April 2019	Lynn Lloyd	11 Dec 2018		Donna Pentelow donna.pentelow@southandvale.gov.uk	Cabinet report
Cholsey Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 9 April 2019 Council 11 April 2019	Felix Bloomfield	4 Sep 2018		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report

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East Hagbourne Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 9 April 2019 Council 11 April 2019	Felix Bloomfield	9 Jan 2019		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
Pyrtton Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 9 April 2019 Council 11 April 2019	Felix Bloomfield	9 Jan 2019		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
Local Plan: Local Development Scheme Purpose: to approve the Local Development Scheme	Yes	Cabinet 9 April 2019	Felix Bloomfield	25 Feb 2019		Holly Jones holly.jones@southandvale.gov.uk	Cabinet report
Later decisions for 2019							
Support for people at risk of homelessness Purpose: to award a contract to provide this service	Yes	Cabinet member for housing and environment June 2019	Caroline Newton	5 Feb 2019		Jaffa Holland jaffa.holland@southandvale.gov.uk	Cabinet member decision form
Oxfordshire Plan 2050 Purpose: to approve the Regulation 18 Part 2 plan for consultation	Yes	Cabinet 6 June 2019	Cabinet member for planning	25 Feb 2019		Holly Jones holly.jones@southandvale.gov.uk	Cabinet report

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Goring Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 6 June 2019 Council 18 July 2019	Felix Bloomfield	4 Sep 2018		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
Long Wittenham Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 6 June 2019 Council 18 July 2019	Felix Bloomfield	9 Jan 2019		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
Technology strategy review Purpose: to review progress in implementing the strategy	No	Cabinet 6 June 2019	Kevin Bulmer	3 Dec 2018		David Wilde david.wilde@southandvale.gov.uk	Cabinet report
Office redevelopment at Crowmarsh Gifford Purpose: to determine arrangements to progress the office redevelopment. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet 6 June 2019	Kevin Bulmer	19 Oct 2018		Adrianna Partridge adrianna.partridge@southandvale.gov.uk	Cabinet report
Grounds maintenance contract Purpose: to award a new contract	Yes	Cabinet 1 August 2019	Caroline Newton	1 Nov 2018		John Backley john.backley@southandvale.gov.uk	Cabinet report

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Inter-authority agreement Purpose: to recommend Council to agree arrangements with Vale of White Horse District Council	No	Cabinet 3 October 2019 Council 10 October 2019	Kevin Bulmer	3 Dec 2018		Adrianna Partridge adrianna.partridge@so uthandvale.gov.uk	Cabinet report

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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 that are likely to:

- incur expenditure, make savings or to receive income (except government grant) of more than £75,000 or
- award a revenue or capital grant of over £25,000 or
- agree an action that, in the view of the chief executive or the relevant head of service, 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?

- [Jane Murphy](#) – Leader of the Council and responsible for communications
- [Felix Bloomfield](#) – Deputy Leader of the Council and responsible for planning
- [Anna Badcock](#) – Responsible for legal and democratic
- [Kevin Bulmer](#) - Responsible for corporate services
- [David Dodds](#) - Responsible for finance
- [Paul Harrison](#) - Responsible for development and regeneration
- [Lynn Lloyd](#) - Responsible for community services
- [Caroline Newton](#) - Responsible for housing and environment
- [Bill Service](#) - Responsible for partnership and insight

How do I make contact?

Each entry in the work programme indicates the names of the relevant people to contact about that particular item. The contact details for the Cabinet members are available on the Council's website www.southoxon.gov.uk or by clicking on the Cabinet members' names above, 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, Legal and Democratic, South Oxfordshire District Council, 135 Eastern Avenue, Milton Park, 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 5pm on the day before the meeting. Please contact Steve Culliford, Democratic Services, Legal and Democratic, South Oxfordshire District Council, 135 Eastern Avenue, Milton Park, OX14 4SB, tel: 01235 422522, e-mail: steve.culliford@southandvale.gov.uk.