

Cabinet work programme

20 June 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
June 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 economic development and regeneration June 2019 Head of development and regeneration June 2019	Robin Bennett	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 June 2019	Leigh Rawlins	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 June 2019	Leigh Rawlins	23 Aug 2016		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet member decision form

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Long Wittenham Neighbourhood Plan Purpose: to agree that the neighbourhood plan progresses to referendum	No	Cabinet member for planning June 2019	Leigh Rawlins	9 Jan 2019		Ricardo Rios ricardo.rios@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 June 2019	David Rouane	21 Dec 2018		Diane Foster diane.foster@southandvale.gov.uk	Cabinet member decision form
Stairlift contract Purpose: to award a contract to provide stairlifts - funded by the Disabled Facilities Grant	Yes	Cabinet member for housing and environment June 2019	David Rouane	1 Mar 2019		Shaun Berry shaun.berry@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 June 2019	Pieter-Paul Barker	23 Mar 2018		Andrew Down andrew.down@southandvale.gov.uk	Cabinet report
Wallingford Riverside Purpose: to undertake works to the pool surround and the bin store	Yes	Cabinet June 2019	Maggie Filipova-Rivers	10 May 2019		Dylan Evans dylan.evans@southandvale.gov.uk	Cabinet report
Berinsfield community services grant Purpose: to receive a report on the Berinsfield community services grants	No	Cabinet June 2019	Robin Bennett	10 May 2019		Charlotte Cottingham charlotte.cottingham@southandvale.gov.uk	Cabinet report

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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).	No	Cabinet June 2019 Council 18 July 2019	Andrea Powell	19 Oct 2018		Adrianna Partridge adrianna.partridge@southandvale.gov.uk	Cabinet report
Henley Leisure Centre Purpose: to appoint a contractor to refurbish the dry side changing facilities	Yes	Cabinet 27 June 2019	Maggie Filipova-Rivers	5 Mar 2019		Chris Webb chris.webb@southandvale.gov.uk	Cabinet report
Thame Leisure Centre Purpose: to undertake works to the dry side toilets	No	Cabinet 27 June 2019	Maggie Filipova-Rivers	10 May 2019		Dylan Evans dylan.evans@southandvale.gov.uk	Cabinet report
Wheatley Park Leisure Centre Purpose: to appoint a contractor to replace part of the roof	Yes	Cabinet 27 June 2019	Maggie Filipova-Rivers	5 Mar 2019		Chris Webb chris.webb@southandvale.gov.uk	Cabinet report
July decisions							
Local Plan: Local Development Scheme and the Statement of Community Involvement Purpose: to approve the Local Development Scheme and the Statement of Community Involvement	Yes	Cabinet July 2019	Leigh Rawlins	25 Feb 2019		Holly Jones holly.jones@southandvale.gov.uk	Cabinet report

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Long Wittenham Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet July 2019 Council 18 July 2019	Leigh Rawlins	9 Jan 2019		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
South Oxfordshire Emerging Local Plan Purpose: to consider the head of planning's report and to make any recommendations to Council	No	Cabinet 10 July 2019	Leigh Rawlins	11 Jun 2019		Holly Jones holly.jones@southandvale.gov.uk	Cabinet report
Didcot Garden Town Purpose: to approve a revised governance structure and recommend Council to allocate capacity funding	Yes	Cabinet 10 July 2019 Council 18 July 2019	Pieter-Paul Barker	20 Mar 2019		Marybeth Harasz marybeth.harasz@southandvale.gov.uk	Cabinet report
Goring Neighbourhood Plan Purpose: to consider making the neighbourhood plan part of this council's development plan	No	Cabinet 10 July 2019 Council 18 July 2019	Leigh Rawlins	4 Sep 2018		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet report
August decisions							
Grounds maintenance contract Purpose: to award a new contract	Yes	Cabinet August 2019	David Rouane	1 Nov 2018		John Backley john.backley@southandvale.gov.uk	Cabinet report

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Homelessness and rough sleeping strategy Purpose: to approve the draft strategy for public consultation	No	Cabinet August 2019	David Rouane	10 May 2019		Philip Ealey phil.ealey@southandvale.gov.uk	Cabinet report
October decisions							
Support for people at risk of homelessness Purpose: to award a contract to provide this service	Yes	Cabinet member for housing and environment October 2019	David Rouane	5 Feb 2019		Jaffa Holland jaffa.holland@southandvale.gov.uk	Cabinet member decision form
Technology strategy review Purpose: to review progress in implementing the strategy	No	Cabinet 3 October 2019	Andrea Powell	3 Dec 2018		Simon Turner simon.turner@southandvale.co.uk	Cabinet report
Moulsford sewage treatment works Reporting officer: to award a contract to carry out improvements to the sewage treatment works	Yes	Cabinet 3 October 2019	David Rouane	10 May 2019		John Backley john.backley@southandvale.gov.uk	Cabinet report
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	David Rouane	3 Dec 2018		Adrianna Partridge adrianna.partridge@southandvale.gov.uk	Cabinet report

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December decisions							
Homelessness and rough sleeping strategy Purpose: to approve the strategy	Yes	Cabinet December 2019	David Rouane	10 May 2019		Philip Ealey phil.ealey@southandvale.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?

Cabinet is made up of the Leader of the Council and eight further members and has allocated portfolios to them as follows:

- Councillor Sue Cooper - Leader, legal and democratic, and Didcot Garden Town
- Councillor David Turner – Deputy to the Leader (statutory deputy leader to act in the Leader’s absence) and finance
- Councillor Sue Roberts - Deputy to the Leader (to represent the Leader at external meetings and to deputise as requested by the Leader) and climate and ecological crisis response
- Councillor Pieter-Paul Barker - Partnership and insight
- Councillor Robin Bennett - Economic development and regeneration
- Councillor Maggie Filipova-Rivers - Community services
- Councillor Andrea Powell - Corporate services and communications
- Councillor Leigh Rawlins - Planning
- Councillor David Rouane - Housing and environment

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.