

# Cabinet work programme

8 October 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
<b>October decisions</b>							
<b>Standing item: Property decisions</b> 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 <b>October 2019</b>  Head of development and regeneration <b>October 2019</b>	Robin Bennett	28 Jul 2014		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet member decision form or officer key decision form
<b>Standing item: Section 106 funds</b> Purpose: to create a budget and release funds	Yes	Cabinet member for economic development and regeneration <b>October 2019</b>	Robin Bennett	15 Nov 2017		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet member decision form
<b>Standing item: Neighbourhood planning</b> Purpose: to determine any matters relating to neighbourhood plans	No	Cabinet member for planning <b>October 2019</b>	Leigh Rawlins	23 Aug 2016		Ricardo Rios <a href="mailto:ricardo.rios@southandvale.gov.uk">ricardo.rios@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Long Wittenham Neighbourhood Plan</b> Purpose: to agree that the neighbourhood plan progresses to referendum	No	Cabinet member for planning <b>October 2019</b>	Leigh Rawlins	9 Jan 2019		Ricardo Rios <a href="mailto:ricardo.rios@southandvale.gov.uk">ricardo.rios@southandvale.gov.uk</a>	Cabinet member decision form
<b>Digital Infrastructure Delivery Partnership</b> Purpose: to approve a memorandum of understanding	Yes	Cabinet member for economic development and regeneration <b>October 2019</b>	Robin Bennett	15 Jul 2019		Melanie Smans <a href="mailto:melanie.smans@southandvale.gov.uk">melanie.smans@southandvale.gov.uk</a>	Cabinet member decision form
<b>Homelessness and rough sleeping strategy</b> Purpose: to approve the draft strategy for public consultation	No	Cabinet member for housing and environment <b>October 2019</b>	David Rouane	10 May 2019		Philip Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet member decision form
<b>CCTV</b> Purpose: to approve the replacement of CCTV equipment	Yes	Cabinet member for housing and environment <b>October 2019</b>	David Rouane	13 Aug 2019		Diane Foster <a href="mailto:diane.foster@southandvale.gov.uk">diane.foster@southandvale.gov.uk</a>	Cabinet member decision form
<b>Local Plan</b> Purpose: to consider options on the Local Plan and make recommendations to Council	No	Cabinet <b>3 October 2019</b> Council <b>10 October 2019</b>	Leigh Rawlins	13 Aug 2019		Holly Jones <a href="mailto:holly.jones@southandvale.gov.uk">holly.jones@southandvale.gov.uk</a>	Cabinet Report
<b>Global resettlement scheme and asylum seeker dispersal scheme</b> Purpose: to consider participation in the global resettlement scheme and the asylum seeker dispersal scheme	Yes	Cabinet <b>8 October 2019</b>	David Rouane	13 Aug 2019		Philip Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet Report

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<b>Capital grants policy</b> Purpose: to review the policy	Yes	Cabinet <b>8 October 2019</b>	Maggie Filipova- Rivers	15 Jul 2019		Cheryl Reeves <a href="mailto:cheryl.reeves@southandvale.gov.uk">cheryl.reeves@southandvale.gov.uk</a>	Cabinet Report
<b>Office accommodation</b> Purpose: to consider options. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet <b>8 October 2019</b> Council <b>10 October 2019</b>	Andrea Powell	19 Oct 2018		Adrianna Partridge <a href="mailto:adrianna.partridge@southandvale.gov.uk">adrianna.partridge@southandvale.gov.uk</a>	Cabinet Report
<b>Moulsford sewage treatment works</b> Reporting officer: to award a contract to carry out improvements to the sewage treatment works	Yes	Cabinet member for housing and environment <b>8 October 2019</b>	David Rouane	10 May 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet Report
<b>Affordable housing</b> Purpose: to consider various affordable housing matters	Yes	Cabinet <b>25 October 2019</b>	Robin Bennett	13 Aug 2019		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet Report
<b>December decisions</b>							
<b>Support for people at risk of homelessness</b> Purpose: to award a contract to provide this service	Yes	Cabinet <b>5 December 2019</b>	David Rouane	5 Feb 2019		Jaffa Holland <a href="mailto:jaffa.holland@southandvale.gov.uk">jaffa.holland@southandvale.gov.uk</a>	Cabinet Report
<b>Stairlift contract</b> Purpose: to award a contract to provide stairlifts - funded by the Disabled Facilities Grant	Yes	Cabinet <b>5 December 2019</b>	David Rouane	1 Mar 2019		Shaun Berry <a href="mailto:shaun.berry@southandvale.gov.uk">shaun.berry@southandvale.gov.uk</a>	Cabinet Report

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<b>Civil parking enforcement</b> Purpose: to consider introducing this scheme	Yes	Cabinet <b>5 December 2019</b>	David Rouane	1 Jul 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southand vale.gov.uk</a>	Cabinet Report
<b>A review of electric vehicle charging points'</b> Purpose: to consider introducing this scheme	Yes	Cabinet <b>5 December 2019</b>	Cabinet member for housing and environment	18 Sep 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southand vale.gov.uk</a>	Cabinet Report
<b>Car parking fees and charges</b> Purpose: to review the fees and charges	Yes	Cabinet <b>5 December 2019</b>	David Rouane	1 Jul 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southand vale.gov.uk</a>	Cabinet Report
<b>Berinsfield community improvement project</b> Purpose: to receive a report on the Berinsfield community improvement project	Yes	Cabinet <b>5 December 2019</b>	Robin Bennett	10 May 2019		Charlotte Cottingham <a href="mailto:charlotte.cottingham@southandvale.gov.uk">charlotte.cottingham@s outhandvale.gov.uk</a>	Cabinet Report
<b>Berrick Salome Neighbourhood Plan</b> Purpose: to recommend Council to make the neighbourhood plan part of this council's development plan	No	Cabinet <b>5 December 2019</b> Council <b>12 December 2019</b>	Leigh Rawlins	15 Jul 2019		Ricardo Rios <a href="mailto:ricardo.rios@southandvale.gov.uk">ricardo.rios@southandv ale.gov.uk</a>	Cabinet Report
<b>Orchard Centre, Didcot</b> Purpose: to review the asset position. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet <b>5 December 2019</b>	Robin Bennett	18 Sep 2019		Tom Putt <a href="mailto:tom.putt@southandvale.gov.uk">tom.putt@southandvale .gov.uk</a>	Cabinet Report

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<b>Great Western Park, Didcot - public art strategy</b> Purpose: to update the strategy	Yes	Cabinet <b>5 December 2019</b>	Maggie Filipova- Rivers	15 Jul 2019		Cheryl Reeves <a href="mailto:cheryl.reeves@southandvale.gov.uk">cheryl.reeves@southandvale.gov.uk</a>	Cabinet Report
<b>North Street, Thame</b> Purpose: to review the current position and future options. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet <b>5 December 2019</b>	Robin Bennett	18 Sep 2019		Tom Putt <a href="mailto:tom.putt@southandvale.gov.uk">tom.putt@southandvale.gov.uk</a>	Cabinet Report
<b>Inter-authority agreement</b> Purpose: to recommend Council to agree arrangements with Vale of White Horse District Council	No	Cabinet <b>5 December 2019</b> Council <b>12 December 2019</b>	Andrea Powell	3 Dec 2018		Adrianna Partridge <a href="mailto:adrianna.partridge@southandvale.gov.uk">adrianna.partridge@southandvale.gov.uk</a>	Cabinet Report
<b>Council tax base 2020/21</b> Purpose: to recommend Council to approve the council tax base	No	Cabinet <b>5 December 2019</b> Council <b>12 December 2019</b>	David Turner	13 Aug 2019		William Jacobs <a href="mailto:william.jacobs@southandvale.gov.uk">william.jacobs@southandvale.gov.uk</a>	Cabinet Report
<b>Chalgrove flood alleviation scheme</b> Purpose: to commence the procurement process for a flood alleviation scheme	Yes	Cabinet <b>5 December 2019</b>	Cabinet member for housing and environment	18 Sep 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet Report
<b>Decisions for 2020</b>							

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<b>Homelessness and rough sleeping strategy</b> Purpose: to approve the strategy	Yes	Cabinet <b>30 January 2020</b>	David Rouane	10 May 2019		Philip Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet Report
<b>Grounds maintenance and public convenience cleaning contract</b> Purpose: to award a new contract	Yes	Cabinet <b>30 January 2020</b>	David Rouane	1 Nov 2018		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet Report
<b>Didcot Garden Town</b> Purpose: to approve a revised governance structure and recommend Council to allocate capacity funding	Yes	Cabinet <b>30 January 2020</b> Council <b>13 February 2020</b>	Pieter-Paul Barker	20 Mar 2019		Marybeth Harasz <a href="mailto:marybeth.harasz@southandvale.gov.uk">marybeth.harasz@southandvale.gov.uk</a>	Cabinet Report
<b>Didcot Gateway</b> Purpose: to consider an update on the site's redevelopment. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet <b>30 January 2020</b>	Robin Bennett	18 Sep 2019		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet Report
<b>Treasury management mid-year monitoring</b> Purpose: to recommend Council to note the report	No	Cabinet <b>30 January 2020</b> Council <b>13 February 2020</b>	David Turner	13 Aug 2019		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet Report
<b>Treasury management and investment strategy 2020/21</b> Purpose: to recommend Council to approve the strategy	No	Cabinet <b>30 January 2020</b> Council <b>13 February 2020</b>	David Turner	13 Aug 2019		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet Report

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<b>Capital strategy</b> Purpose: to review the strategy and recommend any update to Council	No	Cabinet <b>30 January 2020</b> Council <b>13 February 2020</b>	David Turner	18 Sep 2019		Simon Hewings <a href="mailto:simon.hewings@southoxfordshire.gov.uk">simon.hewings@southoxfordshire.gov.uk</a>	Cabinet Report
<b>Revenue budget 2020/21            and capital programme to            2024/25</b> Purpose: to recommend Council to approve the budget	No	Cabinet <b>30 January 2020</b> Council <b>13 February 2020</b>	David Turner	13 Aug 2019		Simon Hewings <a href="mailto:simon.hewings@southoxfordshire.gov.uk">simon.hewings@southoxfordshire.gov.uk</a>	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 Leader and finance
- 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](http://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](http://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](mailto: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](mailto:steve.culliford@southandvale.gov.uk).