

# Cabinet work programme

10 March 2020



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>March decisions</b>							
<b>Standing item: Recommendations from other committees</b> Purpose: to consider and determine action on any recommendations from other committees	Yes	Cabinet <b>March 2020</b>	Relevant Cabinet member	18 Oct 2019		Steve Culliford <a href="mailto:steve.culliford@southan.gov.uk">steve.culliford@southan.gov.uk</a>	Cabinet report
<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>March 2020</b>  Head of development and regeneration <b>March 2020</b>	Robin Bennett	28 Jul 2014		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southhandvale.gov.uk">suzanne.malcolm@southhandvale.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>March 2020</b>	Robin Bennett	15 Nov 2017		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southhandvale.gov.uk">suzanne.malcolm@southhandvale.gov.uk</a>	Cabinet member decision form

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<b>Standing item: Neighbourhood planning</b> Purpose: to determine any matters relating to neighbourhood plans	No	Cabinet member for planning <b>March 2020</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
<b>Long Wittenham Neighbourhood Plan</b> Purpose: to agree that the neighbourhood plan progresses to referendum	No	Cabinet member for planning <b>March 2020</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>Flood investigation agency agreement</b> Purpose: to approve the agency agreement with Oxfordshire County Council	Yes	Head of housing and environment <b>March 2020</b>	David Rouane	2 Jan 2020		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>April decisions</b>							
<b>Corporate plan 2020 to 2024</b> Purpose: to approve a draft plan for consultation	Yes	Cabinet <b>2 April 2020</b>	Andrea Powell, Pieter-Paul Barker	12 Nov 2019		Michelle Wells <a href="mailto:michelle.wells@southandvale.gov.uk">michelle.wells@southandvale.gov.uk</a>	Cabinet report
<b>Housing delivery options</b> Purpose: to consider options for a housing delivery vehicle	No	Cabinet <b>2 April 2020</b>  Council <b>7 April 2020</b>	Robin Bennett	9 Jan 2020		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report
<b>Homelessness and rough sleeping strategy</b> Purpose: to approve the strategy	Yes	Cabinet <b>2 April 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

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<b>Housing assistance, disabled adaptations and grants policy</b> Purpose: to approve a new policy	Yes	Cabinet <b>2 April 2020</b>	David Rouane	18 Oct 2019		Shaun Berry <a href="mailto:shaun.berry@southandvale.gov.uk">shaun.berry@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>2 April 2020</b>	David Rouane	1 Mar 2019		Shaun Berry <a href="mailto:shaun.berry@southandvale.gov.uk">shaun.berry@southandvale.gov.uk</a>	Cabinet report
<b>Sydenham Neighbourhood Plan</b> Purpose: to recommend Council to make the plan part of the council's development plan	No	Cabinet <b>2 April 2020</b>  Council <b>14 May 2020</b>	Leigh Rawlins	31 Jan 2020		Ricardo Rios <a href="mailto:ricardo.rios@southandvale.gov.uk">ricardo.rios@southandvale.gov.uk</a>	Cabinet report
<b>June decisions</b>							
<b>Car parking fees and charges</b> Purpose: to review the fees and charges	Yes	Cabinet <b>4 June 2020</b>	David Rouane	1 Jul 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Civil parking enforcement</b> Purpose: to consider introducing this scheme	Yes	Cabinet <b>4 June 2020</b>	David Rouane	1 Jul 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Review of electric vehicle charging points</b>	Yes	Cabinet <b>4 June 2020</b>	David Rouane	18 Sep 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report

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<b>Cornerstone, Didcot.</b> This is likely to be an exempt decision due to the confidential nature of contract negotiations (Category 3).	Yes	Cabinet <b>4 June 2020</b>	Maggie Filipova-Rivers	28 Oct 2019		Shona Ware <a href="mailto:shona.ware@southandvale.gov.uk">shona.ware@southandvale.gov.uk</a>	Cabinet report
<b>Great Western Park, Didcot - public art strategy</b> Purpose: to update the strategy	Yes	Cabinet <b>June 2020</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 East Didcot Leisure Facility</b>	Yes	Cabinet <b>4 June 2020</b>	Maggie Filipova-Rivers	10 Mar 2020		Dylan Evans <a href="mailto:dylan.evans@southandvale.gov.uk">dylan.evans@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>4 June 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>Inter-authority agreement</b> Purpose: to recommend Council to agree arrangements with Vale of White Horse District Council	No	Cabinet <b>4 June 2020</b>  Council <b>16 July 2020</b>	Andrea Powell	3 Dec 2018		Adrianna Partridge <a href="mailto:adrianna.partridge@southandvale.gov.uk">adrianna.partridge@southandvale.gov.uk</a>	Cabinet report

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<b>July decisions</b>							
<b>Corporate plan 2020 to 2024</b> Purpose: to recommend Council to adopt the plan	No	Cabinet <b>9 July 2020</b>  Council <b>16 July 2020</b>	Pieter-Paul Barker, Andrea Powell	12 Nov 2019		Michelle Wells <a href="mailto:michelle.wells@southandvale.gov.uk">michelle.wells@southandvale.gov.uk</a>	Cabinet report
<b>August decisions</b>							
<b>Mental health support with accommodation</b> Purpose: to award a contract	Yes	Cabinet member for housing and environment <b>August 2020</b>	David Rouane	10 Mar 2020		Jaffa Holland <a href="mailto:jaffa.holland@southandvale.gov.uk">jaffa.holland@southandvale.gov.uk</a>	Cabinet member decision form

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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).