

Cabinet work programme

7 July 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
July decisions	No						
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 Head of development and regeneration July 2020	Robin Bennett	28 Jul 2014		Suzanne Malcolm suzanne.malcolm@southoxfordshire.gov.uk	
Standing item: Section 106 funds Purpose: to create a budget and release funds	Yes	Cabinet member for economic development and regeneration July 2020	Robin Bennett	15 Nov 2017		Suzanne Malcolm suzanne.malcolm@southoxfordshire.gov.uk	
Covid-19 hardship fund for council taxpayers Purpose: to implement the government's scheme	Yes	Cabinet member for finance July 2020	Leigh Rawlins	8 Jun 2020		Paul Howden paul.howden@southoxfordshire.gov.uk	

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Didcot Garden Town Purpose: to accept government funding	No	Cabinet member for housing and environment, and Didcot Garden Town July 2020	David Rouane	27 May 2020		Marybeth Harasz marybeth.harasz@south handvale.gov.uk	
Local Plan Statement of Community Involvement Purpose: to update the current statement	Yes	Cabinet member for planning July 2020	Anne-Marie Simpson	8 Jun 2020		Adrian Duffield adrian.duffield@southa ndvale.gov.uk	
Reopening of the high street safely Purpose: to administer funds	Yes	Cabinet member for economic development and regeneration Not before 8 July 2020	Robin Bennett	10 Jun 2020		Melanie Smans melanie.smans@south andvale.gov.uk	Urgency notice relating to a forthcoming key decision under regulation 11
Standing item: Recommendations from other committees Purpose: to consider and determine action on any recommendations from other committees	Yes	Cabinet 9 July 2020		18 Oct 2019		Steve Culliford steve.culliford@southan dvale.gov.uk	
Corporate plan 2020 to 2024 Purpose: to consider a draft plan for consultation	No	Cabinet 9 July 2020	Andrea Powell	12 Nov 2019		Michelle Wells michelle.wells@southa ndvale.gov.uk	
Homelessness and rough sleeping strategy Purpose: to approve the strategy	Yes	Cabinet 9 July 2020	David Rouane	10 May 2019		Philip Ealey phil.ealey@southandval e.gov.uk	
Housing assistance, disabled adaptations and grants policy Purpose: to approve a new policy	Yes	Cabinet 9 July 2020	David Rouane	18 Oct 2019		Shaun Berry shaun.berry@southand vale.gov.uk	

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Revenue grants scheme Purpose: to consider extending the scheme	Yes	Cabinet 9 July 2020	Cabinet member for community services	27 May 2020		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	
Oxfordshire Growth Board Purpose: to approve revised terms of reference, including the updated memorandum of understanding between the Growth Board and Oxfordshire County Council	Yes	Cabinet 9 July 2020	Sue Cooper	8 Jun 2020		Andrew Down andrew.down@southandvale.gov.uk	
August decisions	No						
Mental health support with accommodation Purpose: to award a contract. This decision is likely to be confidential under Category 3.	Yes	Cabinet member for housing and environment, and Didcot Garden Town August 2020	David Rouane	10 Mar 2020		Jaffa Holland jaffa.holland@southandvale.gov.uk	
Public conveniences at Greys Road, Henley Purpose: to award a building contract	Yes	Cabinet member for housing and environment, and Didcot Garden Town August 2020	David Rouane	27 May 2020		John Backley john.backley@southandvale.gov.uk	
Moulsford Sewage Treatment Works Purpose: to award the contract	Yes	Cabinet member for housing and environment, and Didcot Garden Town August 2020	David Rouane	27 May 2020		John Backley john.backley@southandvale.gov.uk	

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Car parking fees and charges Purpose: to review the fees and charges	Yes	Cabinet 6 August 2020	David Rouane	1 Jul 2019		John Backley john.backley@southandvale.gov.uk	
Restrictive covenants	Yes	Cabinet 6 August 2020	Robin Bennett	6 Jul 2020		Chris Mobbs Christopher.Mobbs@southandvale.gov.uk	
September decisions	No						
Flood investigation agency agreement Purpose: to approve the agency agreement and charges with Oxfordshire County Council	Yes	Head of housing and environment September 2020	David Rouane	2 Jan 2020		John Backley john.backley@southandvale.gov.uk	
Stairlift contract Purpose: to award a contract to provide stairlifts - funded by the Disabled Facilities Grant	Yes	Cabinet member for housing and environment, and Didcot Garden Town September 2020	David Rouane	1 Mar 2019		Shaun Berry shaun.berry@southandvale.gov.uk	
Chalgrove flood alleviation scheme Purpose: to award a contract	Yes	Cabinet member for housing and environment, and Didcot Garden Town September 2020	David Rouane	27 May 2020		John Backley john.backley@southandvale.gov.uk	
Review of electric vehicle charging points	Yes	Cabinet September 2020	David Rouane	18 Sep 2019		John Backley john.backley@southandvale.gov.uk	

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Office accommodation Purpose: to review options for shared office accommodation and recommend a preferred approach for delivery, and to recommend Council to agree arrangements with Vale of White Horse District Council on approach to shared council office accommodation. This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet Council September 2020 8 October 2020	Andrea Powell	3 Dec 2018		Adrianna Partridge adrianna.partridge@southandvale.gov.uk	
Corporate services contract This is likely to be an exempt decision due to the confidential nature of contract negotiations with third parties (Category 3).	Yes	Cabinet September 2020	Leigh Rawlins	1 Jul 2020		Simon Hewings simon.hewings@southandvale.gov.uk	
Decision on the impact of Covid-19 on leisure facilities This decision is likely to be confidential under Category 3.	Yes	Cabinet September 2020	Maggie Filipova-Rivers			Melanie Smans melanie.smans@southandvale.gov.uk	
October decisions	No						
Budget 2020/21	No	Cabinet 1 October 2020	Leigh Rawlins	1 Jul 2020		Simon Hewings simon.hewings@southandvale.gov.uk	
Affordable housing delivery Purpose: to consider options for delivery of affordable housing	No	Cabinet 1 October 2020	Robin Bennett	9 Jan 2020		Jayne Bolton jayne.bolton@southandvale.gov.uk	

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Civil parking enforcement Purpose: to consider introducing this scheme	Yes	Cabinet Council 1 October 2020 8 October 2020	David Rouane	1 Jul 2019		John Backley john.backley@southand vale.gov.uk	
Great Western Park, Didcot - public art commissioning strategy Purpose: to update the strategy	Yes	Cabinet 1 October 2020	Maggie Filipova- Rivers	15 Jul 2019		Louise Birt louise.birt@southandval e.gov.uk	
December decisions	No						
Oxfordshire Plan 2050 Purpose: to approve the Regulation 18 Oxfordshire Plan 2050 for consultation	Yes	Cabinet 3 December 2020	Anne-Marie Simpson	1 Jul 2020		Lucy Murfett Lucy.Murfett@southand vale.gov.uk	
Cornerstone, Didcot. This is likely to be an exempt decision due to the confidential nature of contract negotiations (Category 3). Purpose: to consider a report on the centre and agree the next steps	Yes	Cabinet 3 December 2020	Maggie Filipova- Rivers	28 Oct 2019		Shona Ware shona.ware@southand vale.gov.uk	
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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
- Councillor Pieter-Paul Barker: Partnership and insight, including Five Councils' Partnership
- Councillor Robin Bennett: Economic development and regeneration, and deputy leader (statutory deputy leader during the following months: May, July, September, November, January and March)
- Councillor Maggie Filipova-Rivers: Community services, and deputy leader (statutory deputy leader during the following months: April, June, August, October, December and February)
- Councillor Andrea Powell: Corporate services and communications
- Councillor Leigh Rawlins: Finance
- Councillor David Rouane: Housing and environment, and Didcot Garden Town
- Councillor Anne-Marie Simpson: Planning

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.

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.

How to make representations to Cabinet

Members of the public make representations to a meeting of the Cabinet on an issue on the Cabinet agenda by submitting a written statement or question by 5pm on the day before the meeting. Please send any written representation to Steve Culliford in Democratic Services by e-mail: steve.culliford@southandvale.gov.uk.

The dates listed for each forthcoming decision are the earliest dates for items to come forward; these dates may be affected by the council's Covid-19 response.