

Cabinet work programme

27 October 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
October 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 October 2020 Head of development and regeneration October 2020	Robin Bennett	28 Jul 2014		Catrin Mathias catrin.mathias@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 economic development and regeneration October 2020	Robin Bennett	15 Nov 2017		Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet member decision form

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<p>Standing item: Grounds maintenance and public conveniences Purpose: take decisions relating to the provision and delivery of the new insourced service for grounds maintenance and public convenience and to determine all associated matters in relation to the existing contracts. These are likely to be exempt decisions due to the confidential nature contract negotiations with 3rd parties (Category 3)</p>	Yes	Cabinet member for housing and environment, and Didcot Garden Town October 2020	David Rouane	2 Sep 2020		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
<p>Re-opening the High Street Safely Purpose: to approve the funding agreement</p>	Yes	Cabinet member for economic development and regeneration, Cabinet member for finance October 2020	Robin Bennett, Leigh Rawlins	20 Aug 2020		Melanie Smans melanie.smans@southandvale.gov.uk	Cabinet member decision form
<p>Stairlift contract Purpose: to award a contract to provide stairlifts - funded by the Disabled Facilities Grant</p>	Yes	Cabinet member for housing and environment, and Didcot Garden Town October 2020	David Rouane	1 Mar 2019		Shaun Berry shaun.berry@southandvale.gov.uk	Cabinet member decision form

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Chalgrove flood alleviation scheme Purpose: to award a contract	Yes	Cabinet member for housing and environment, and Didcot Garden Town October 2020	David Rouane	27 May 2020		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Public conveniences at Greys Road, Henley Purpose: to award a building contract	Yes	Cabinet member for housing and environment, and Didcot Garden Town October 2020	David Rouane	27 May 2020		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Waste management contract Purpose: to review the contractor's performance	No	Cabinet member for housing and environment, and Didcot Garden Town October 2020	David Rouane	20 Aug 2020		Ian Matten ian.matten@southandvale.gov.uk	Cabinet member decision form
November decisions							
Global settlement scheme Purpose: to award a contract. This is likely to be a confidential decision under Category 3	Yes	Cabinet member for housing and environment, and Didcot Garden Town November 2020	David Rouane	17 Jul 2020		Jaffa Holland jaffa.holland@southandvale.gov.uk	Cabinet member decision form
Review of electric vehicle charging points Purpose: to award a contract to provide facilities in council-owned car parks	Yes	Cabinet member for housing and environment, and Didcot Garden Town November 2020	David Rouane	18 Sep 2019		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form

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Electoral registration printing contract Purpose: to award the contract for printing services for electoral registration	Yes	Cabinet member for legal and democratic November 2020	Sue Cooper	9 Oct 2020		Steven Corrigan steven.corrigan@southoxfordshire.gov.uk	Cabinet member decision form
Cornerstone, Didcot. This is likely to be an exempt decision under Category 3.	Yes	Cabinet November 2020 Council 10 December 2020	Maggie Filipova-Rivers	20 Aug 2020		Melanie Smans melanie.smans@southoxfordshire.gov.uk	Cabinet report
Impact of Covid-19 on leisure facilities Purpose: to make a recommendation to Council - This decision is likely to be confidential under Category 3	No	Cabinet November 2020 Council November 2020	Maggie Filipova-Rivers	9 Oct 2020		Melanie Smans melanie.smans@southoxfordshire.gov.uk	Cabinet report
New energy contracts for properties and sites managed by South Oxfordshire Purpose: to award the contracts. This decision is likely to be considered in exempt session	Yes	Cabinet member for economic development and regeneration Not before 16 November 2020	Robin Bennett	19 Oct 2020		Ben Border ben.border@southoxfordshire.gov.uk	Cabinet member decision form

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December decisions							
Car parks management contract Purpose: to review the contractor's performance	No	Cabinet member for housing and environment, and Didcot Garden Town December 2020	David Rouane	20 Aug 2020	Joint Scrutiny Committee	John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Waste and recycling contract Purpose: to agree the provision of a new general waste and recycling management contract. This decision is likely to be considered in exempt session	Yes	Cabinet member for housing and environment, and Didcot Garden Town December 2020	David Rouane	27 Oct 2020		Ben Border ben.border@southandvale.gov.uk	Cabinet member decision form
Standing item: Recommendations from other committees Purpose: to consider and determine action on any recommendations from other committees	Yes	Cabinet 3 December 2020	Relevant Cabinet members	18 Oct 2019		Steve Culliford steve.culliford@southandvale.gov.uk	Cabinet report
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	Joint Scrutiny Committee	Lucy Murfett Lucy.Murfett@southandvale.gov.uk	Cabinet report

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Community infrastructure levy spending strategy Purpose: to review the strategy	Yes	Cabinet 3 December 2020	Robin Bennett	17 Jul 2020	Scrutiny Committee	Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet report
Civil parking enforcement Purpose: to consider introducing this scheme	Yes	Cabinet 3 December 2020	David Rouane	1 Jul 2019	Scrutiny Committee	John Backley john.backley@southandvale.gov.uk	Cabinet report
Great Western Park, Didcot - public art commissioning strategy Purpose: to update the strategy	Yes	Cabinet 3 December 2020	Maggie Filipova-Rivers	15 Jul 2019		Louise Birt louise.birt@southandvale.gov.uk	Cabinet report
Treasury management mid-year monitoring report 2020/21 Purpose: to review the monitoring report and make recommendations to Council	No	Cabinet 3 December 2020 Council 10 December 2020	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Council tax base 2021/22 Purpose: to recommend Council to approve the council tax base	No	Cabinet 3 December 2020	Leigh Rawlins	19 Oct 2020		Paul Howden paul.howden@southandvale.gov.uk	Cabinet report
Local Plan 2035 Purpose: to consider the Inspector's report and make recommendations to Council	No	Cabinet 7 December 2020 Council 10 December 2020	Anne-Marie Simpson	17 Jul 2020	Scrutiny Committee	Adrian Duffield adrian.duffield@southandvale.gov.uk	Cabinet report

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2021 decisions							
Local Plan Statement of Community Involvement Purpose: to update the current statement	Yes	Cabinet member for planning January 2021	Anne-Marie Simpson	8 Jun 2020		Adrian Duffield adrian.duffield@southandvale.gov.uk	Cabinet member decision form
Flood investigation agency agreement Purpose: to approve the agency agreement and charges with Oxfordshire County Council	Yes	Head of housing and environment January 2021	David Rouane	2 Jan 2020		John Backley john.backley@southandvale.gov.uk	Officer key decision form
SO Community Lottery Award Policy Purpose: to approve the new SO Community Lottery Award Policy	Yes	Cabinet January 2021	Maggie Filipova- Rivers	2 Sep 2020		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	Cabinet report
Car parks fees and charges Purpose: to consider the outcome of statutory consultation on the revised car park order	Yes	Cabinet 4 February 2021	David Rouane	20 Aug 2020		John Backley john.backley@southandvale.gov.uk	Cabinet report
Treasury management strategy 2021/22 Purpose: to recommend Council to approve the strategy	No	Cabinet 4 February 2021 Council 11 February 2021	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report

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Capital strategy 2021/22 to 2030/31 Purpose: to recommend Council to approve the strategy	No	Cabinet 4 February 2021 Council 11 February 2021	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southoxfordshire.gov.uk	Cabinet report
Medium term financial strategy Purpose: to recommend Council to approve the strategy	No	Cabinet 4 February 2021 Council 11 February 2021	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southoxfordshire.gov.uk	Cabinet report
Procurement strategy Purpose: to recommend Council to approve the strategy	No	Cabinet 4 February 2021 Council 11 February 2021	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southoxfordshire.gov.uk	Cabinet report
Budget 2021/22 Purpose: to recommend Council to approve the budget	No	Cabinet 4 February 2021	Leigh Rawlins	19 Oct 2020		Simon Hewings simon.hewings@southoxfordshire.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
- 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 the Cabinet

Members of the public may make a statement or ask a question at a Cabinet meeting on an issue on the Cabinet agenda. To do so, the public must register their intention to speak by 5pm on the day before the meeting. To register please contact Democratic Services by e-mail: democratic.services@southandvale.gov.uk.

This work programme is subject to change

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.