

Cabinet work programme

14 February 2022



Listening Learning Leading

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.

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 David Rouane](#): Leader
- [Councillor Pieter-Paul Barker](#): Partnership, legal and democratic
- [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 Sue Cooper](#): Environment, climate change and nature recovery
- [Councillor Maggie Filipova-Rivers](#) : Community wellbeing, and deputy leader (statutory deputy leader during the following months: April, June, August, October, December and February)
- [Councillor Andrea Powell](#): Corporate services, policy and programmes
- [Councillor Leigh Rawlins](#): Finance and property assets
- [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 12 noon on the working 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.

Cabinet work programme

| 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 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| FEBRUARY 2022 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 under Category 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) | Yes | Cabinet member for economic development and regeneration February 2022 Head of development and corporate landlord February 2022 | Robin Bennett | 28 Jul 2014 | | James Carpenter james.carpenter@southandvale.gov.uk | Cabinet member decision form or officer key decision form |
| Civil Parking Enforcement | Yes | Leader of the council 1 February 2022 | David Rouane | 22 Sep 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| Revenue grants Purpose: to award revenue grants | Yes | Cabinet member for community wellbeing February 2022 | Maggie Filipova-Rivers | 15 Dec 2021 | Community Grants Panel | Cheryl Reeves cheryl.reeves@southandvale.gov.uk | Cabinet member decision form |

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| Berinsfield Garden Village Purpose: to accept the award of government funding | No | Cabinet member for economic development and regeneration February 2022 | Robin Bennett | 22 Sep 2021 | | Nicky Wyer nicola.wyer@southoxon.gov.uk | Cabinet member decision form |
| Didcot Garden Town Purpose: to accept the award of government funding | No | Cabinet member for economic development and regeneration February 2022 | Robin Bennett | 22 Sep 2021 | | Nicky Wyer nicola.wyer@southoxon.gov.uk | Cabinet member decision form |
| Sunday car parking Purpose: to approve an amendment to allow enforcement | Yes | Cabinet member for environment, climate change and nature recovery February 2022 | Sue Cooper | 17 Aug 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| Car parks management contract variation This is likely to be an exempt decision under Category 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information) Purpose: to approve a contract variation | Yes | Cabinet member for environment, climate change and nature recovery February 2022 | Sue Cooper | 17 Aug 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| On-street parking in Wallingford Purpose: to cancel the agency agreement with Oxfordshire County Council | Yes | Cabinet member for environment, climate change and nature recovery February 2022 | Sue Cooper | 17 Aug 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |

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| Grounds maintenance and public toilet cleaning services Purpose: to provide vehicles for this service | Yes | Cabinet member for environment, climate change and nature recovery, Cabinet member for finance and property assets February 2022 | Sue Cooper, Leigh Rawlins | 27 Jan 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| New energy contracts for properties and sites managed by South Oxfordshire Purpose: to authorise the contract. This decision is likely to be considered in exempt session under Category 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) | Yes | Cabinet member for finance and property assets February 2022 | Leigh Rawlins | 19 Oct 2020 | | Angela Baker angela.baker@southandvale.gov.uk | Cabinet member decision form |
| Joint Local Plan sustainability appraisal Purpose: to approve for consultation the sustainability appraisal screening and scoping reports | No | Cabinet member for planning February 2022 | Anne-Marie Simpson | 22 Sep 2021 | | Tom Rice tom.rice@southandvale.gov.uk | Cabinet member decision form |
| Development at 116-120 Broadway, Didcot Purpose: to agree to go out to tender for the new development | Yes | Head of development and corporate landlord February 2022 | Robin Bennett | 12 Nov 2021 | | Charlotte Cottingham charlotte.cottingham@southandvale.gov.uk | Officer key decision form |

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| Customer relations management Purpose: to use the approved funds to procure a solution | Yes | Cabinet member for corporate services, policy and programmes February 2022 | Andrea Powell | 14 Jan 2022 | | Simon Turner simon.turner@southandvale.gov.uk | Cabinet member decision form |
| MARCH DECISIONS | | | | | | | |
| Capital grants Purpose: to award capital grants | Yes | Cabinet member for community wellbeing March 2022 | Maggie Filipova-Rivers | 15 Dec 2021 | Community Grants Panel | Cheryl Reeves cheryl.reeves@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 community wellbeing March 2022 | Maggie Filipova-Rivers | 1 Mar 2019 | | Philip Ealey phil.ealey@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 10 March 2022 | Relevant Cabinet members | 18 Oct 2019 | | Steve Culliford steve.culliford@southandvale.gov.uk | Cabinet report |
| Covid response and next steps Purpose: to approve a framework | Yes | Cabinet 10 March 2022 | Maggie Filipova-Rivers | 15 Dec 2021 | | Adrianna Partridge adrianna.partridge@southandvale.gov.uk | Cabinet report |

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| Oxfordshire Plan 2050 Purpose: to approve the Regulation 18 consultation report, the statement of community involvement, and the local development scheme | Yes | Cabinet 10 March 2022 | Anne-Marie Simpson | 7 Jan 2022 | | Harry Barrington-Mountford harry.barrington-mountford@southandvale.gov.uk | Cabinet report |
| Corporate plan performance monitoring report Q2 2021/22 Purpose: to review the report | No | Cabinet 10 March 2022 | Andrea Powell | 22 Dec 2021 | Scrutiny Committee | Harry Barrington-Mountford harry.barrington-mountford@southandvale.gov.uk | Cabinet report |
| Budget monitoring 2021/22 Purpose: to monitor the budget | No | Cabinet 10 March 2022 | Leigh Rawlins | 15 Oct 2021 | | Richard Spraggett richard.spraggett@southandvale.gov.uk | Cabinet report |
| APRIL DECISIONS | | | | | | | |
| Flood investigation agency agreement Purpose: to approve the agency agreement and charges with Oxfordshire County Council | Yes | Cabinet 7 April 2022 Council 12 May 2022 | Sue Cooper | 2 Jan 2020 | | John Backley john.backley@southandvale.gov.uk | Cabinet report |
| SUMMER 2022 DECISIONS | | | | | | | |
| Design guide Purpose: to approve the joint design guide | Yes | Cabinet 23 June 2022 | Anne-Marie Simpson | 29 Sep 2021 | Joint Scrutiny Committee | Dominic Lamb dominic.lamb@southandvale.gov.uk | Cabinet report |

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| Car park order and policy Purpose: to approve changes to the car park order and car parking policy | Yes | Cabinet 23 June 2022 | Sue Cooper | 17 Aug 2021 | | John Backley john.backley@southandvale.gov.uk | Cabinet report |
| Didcot Growth Accelerator Enterprise Zone (EZ2) Purpose: to update the Memorandum of Understanding for the retention and distribution of business rates growth income | Yes | Cabinet July 2022 | Pieter-Paul Barker | 15 Oct 2021 | | Susan Harbour susan.harbour@southandvale.gov.uk | Cabinet report |