

# Cabinet work programme

21 December 2020



## 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. The work programme is updated regularly.

## What is a key decision?

Key decisions are defined as decisions that are likely:

1. to incur expenditure, make savings or to receive income (except government grant) of more than £75,000 or
2. to award a revenue or capital grant of over £25,000 or
3. to 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 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, individual officers or a committee 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 members of the Cabinet?**

Cabinet is made up of the Leader of the Council and nine further members and has allocated portfolios to them as follows:

- [Councillor Emily Smith](#) - Council Leader
- [Councillor Debby Hallett](#) - Deputy Council Leader and corporate services and transformation
- [Councillor Andy Crawford](#) – Finance and corporate assets
- [Councillor Neil Fawcett](#) – Strategic partnerships and place
- [Councillor Helen Pighills](#) – Healthy communities
- [Councillor Judy Roberts](#) – Development and infrastructure
- [Councillor Bethia Thomas](#) – Community engagement
- [Councillor Catherine Webber](#) – Climate emergency 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.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk) or by clicking on the Cabinet members' names above.

## **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.whitehorsedc.gov.uk](http://www.whitehorsedc.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](mailto: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, PURPOSE AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE	KEY DECISION AND REASON	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>December decisions</b>							
<b>Standing item: Property decisions</b> - to approve any property sales or purchases or take any property management decisions - 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))	KEY	Cabinet member for finance and corporate assets December 2020  Head of development and regeneration December 2020	Councillor Andy Crawford	15 Feb 2012		Catrin Mathias Email: <a href="mailto:catrin.mathias@southhandvale.gov.uk">catrin.mathias@southhandvale.gov.uk</a>	Cabinet member decision form or officer key decision form
<b>Standing item: section 106 funds</b> - to create a budget and release funds	KEY	Cabinet member for development and infrastructure December 2020	Councillor Judy Roberts	10 Nov 2017		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Standing item: Grounds maintenance and public conveniences insourcing</b> - to 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	KEY	Cabinet member for finance and corporate assets December 2020	Councillor Andy Crawford	2 Sep 2020		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Re-opening the High Street Safely</b> - to approve the funding agreement	KEY	Cabinet member for community engagement December 2020	Councillors Bethia Thomas	11 Aug 2020		Melanie Smans Email: <a href="mailto:melanie.smans@southandvale.gov.uk">melanie.smans@southandvale.gov.uk</a>	Cabinet member decision form
<b>Waste management contract</b> - to review the contractor's performance	No	Cabinet member for climate emergency and environment December 2020	Councillor Catherine Webber	27 Aug 2020		Ian Matten Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>	Cabinet member decision form
<b>Car park excess charge</b> - to clarify the excess charges levels	No	Cabinet member for finance and corporate assets December 2020	Councillor Andy Crawford	16 Oct 2020		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Challow Sewage Treatment Works</b> - to award a contract to replace existing plant	KEY	Cabinet member for finance and corporate assets December 2020	Councillor Andy Crawford	10 May 2019		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Electoral registration printing contract</b> - to award the contract for printing services for electoral registration	KEY	Cabinet member for community engagement December 2020	Councillor Bethia Thomas	16 Oct 2020		Steven Corrigan Email: <a href="mailto:steven.corrigan@southandvale.gov.uk">steven.corrigan@southandvale.gov.uk</a>	Cabinet member decision form
<b>New energy contracts for properties and sites managed by Vale</b> - to award the contracts. 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))	KEY	Cabinet member for development and infrastructure December 2020	Councillor Andy Crawford	19 Oct 2020		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form
<b>Car parks management contract</b> - to review the contractor's performance	No	Cabinet member for finance and corporate assets December 2020	Councillor Andy Crawford	27 Aug 2020	Scrutiny Committee	John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Electric vehicle charging points</b> - to review provision in council-owned car parks	KEY	Cabinet member for finance and corporate assets December 2020	Councillor Andy Crawford	30 Aug 2019		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form

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**January 2021 decisions**

<b>Global resettlement scheme</b> - to award a contract. This is likely to be a confidential decision under Category 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information))	KEY	Cabinet member for healthy communities January 2021	Councillor Helen Pighills	11 Aug 2020		Jaffa Holland Email: <a href="mailto:jaffa.holland@southandvale.gov.uk">jaffa.holland@southandvale.gov.uk</a>	Cabinet member decision form
<b>Flood investigation agency agreement</b> - to approve the agency agreement and charges with Oxfordshire County Council	KEY	Head of housing and environment January 2021	Councillor Andy Crawford	24 Dec 2019		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Officer key decision form
<b>Milton Science Centre</b> - to approve the accountable body agreement	No	Cabinet member for development and infrastructure January 2021	Councillor Judy Roberts	13 Aug 2019		Marybeth Harasz Email: <a href="mailto:marybeth.harasz@southandvale.gov.uk">marybeth.harasz@southandvale.gov.uk</a>	Cabinet member decision form
<b>Milton Park Local Development Order</b>	No	Cabinet member for development and infrastructure January 2021	Councillor Judy Roberts	5 Nov 2020		Marybeth Harasz Email: <a href="mailto:marybeth.harasz@southandvale.gov.uk">marybeth.harasz@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Oxfordshire Plan 2050</b> - to approve the Regulation 18 Oxfordshire Plan 2050 for consultation	KEY	Cabinet January 2021	Councillor Debby Hallett	1 Jul 2020	Joint Scrutiny Committee	Lucy Murfett Email: <a href="mailto:lucy.murfett@southandvale.gov.uk">lucy.murfett@southandvale.gov.uk</a>	Cabinet report
<b>Great Western Park, Didcot</b> - to approve a public art commissioning strategy	KEY	Cabinet January 2021	Councillor Bethia Thomas	13 Aug 2019		Shona Ware Email: <a href="mailto:shona.ware@southandvale.gov.uk">shona.ware@southandvale.gov.uk</a>	Cabinet report
<b>Sparsholt Sewage Treatment Works</b> - to replace the existing plant	KEY	Cabinet January 2021	Councillor Andy Crawford	13 Jun 2019		John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>February decisions</b>							
<b>Stairlift contract</b> - to award a contract to provide stairlifts funded by the Disabled Facilities Grant	KEY	Cabinet member for healthy communities February 2021	Councillor Helen Pighills	1 Mar 2019		Phil Ealey Email: <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet member decision form
<b>Water management services</b> - to award a contract for services on council property	KEY	Cabinet member for development and infrastructure February 2021	Councilor Judy Roberts	21 Dec 2020		Ben Border Email: <a href="mailto:ben.border@southandvale.gov.uk">ben.border@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Recommendations from other committees</b> - to consider and determine action on any recommendations from other committees	KEY	Cabinet 5 Feb 2021	Relevant Cabinet member	18 Oct 2019		Steve Culliford Email: <a href="mailto:steve.culliford@southandvale.gov.uk">steve.culliford@southandvale.gov.uk</a>	Cabinet report
<b>Car parks fees and charges</b> - to consider the outcome of statutory consultation on the revised car park order including any necessary consultation with South Oxfordshire District Council regarding the arrangements at Rye Farm	KEY	Cabinet 5 Feb 2021	Councillor Andy Crawford	27 Aug 2020	Scrutiny Committee	John Backley Email: <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Treasury management strategy 2021/22</b> - to recommend Council to approve the strategy	No	Cabinet 5 Feb 2021  Council 10 Feb 2021	Councillor Andy Crawford	16 Oct 2020	Joint Audit and Governance Committee	Emma Creed Email: <a href="mailto:emma.creed@southandvale.gov.uk">emma.creed@southandvale.gov.uk</a>	Cabinet report
<b>Capital strategy 2021/22 to 2030/31</b> - to recommend Council to approve the strategy	No	Cabinet 5 Feb 2021  Council 10 Feb 2021	Councillor Andy Crawford	16 Oct 2020		Simon Hewings Email: <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report



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<b>Procurement strategy</b> - to recommend Council to approve the strategy	No	Cabinet 5 Feb 2021  Council 10 Feb 2021	Councillor Andy Crawford	16 Oct 2020		Simon Hewings Email: <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Budget 2021/22</b> - to recommend Council to approve the budget	No	Cabinet 5 Feb 2021  Council 10 Feb 2021	Councillor Andy Crawford	16 Oct 2020	Scrutiny Committee	Simon Hewings Email: <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Didcot Local Development Order</b> - to approve the draft order for consultation	No	Cabinet 5 Feb 2021	Councillor Debby Hallett	11 Aug 2020		Adrian Butler Email: <a href="mailto:adrian.butler@southandvale.gov.uk">adrian.butler@southandvale.gov.uk</a>	Cabinet report
<b>Shrivenham Parish Council request to release s106 funds</b>	No	Cabinet 5 Feb 2021  Council 10 Feb 2021	Councillor Judy Roberts	21 Dec 2020		Jayne Bolton Email: <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report

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<p><b>Oxfordshire Community Land Trust affordable housing funding</b> - to consider funding an affordable housing project from the Oxfordshire Growth Deal and Section 106 commuted sums. 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))</p>	KEY	<p>Cabinet 5 Feb 2021</p> <p>Council 10 Feb 2021</p>	Councillor Judy Roberts	5 Nov 2020		<p>Steve May Email: <a href="mailto:stephen.may@southandvale.gov.uk">stephen.may@southandvale.gov.uk</a></p>	Cabinet report
<p><b>Leisure facilities</b> - to consider the impact of Covid-19 on the council's leisure facilities and to make a recommendation to Council. This decision is likely to be confidential under Category 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information))</p>	No	<p>Cabinet 5 Feb 2021</p> <p>Council 10 Feb 2021</p>	Councillor Helen Pighills	10 Jul 2020	Scrutiny Committee	<p>Melanie Smans Email: <a href="mailto:melanie.smans@southandvale.gov.uk">melanie.smans@southandvale.gov.uk</a></p>	Cabinet report