

# Cabinet work programme

26 May 2021



## 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>June decisions</b>							
<b>Standing item: Property decisions - 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 part</b>	KEY	Cabinet member for finance and corporate assets June 2021  Interim head of development and regeneration June 2021	Councillor Andy Crawford	15 Feb 2012		Catrin Mathias Email: catrin.mathias@southandvale.gov.uk  Email: catrin.mathias@southandvale.gov.uk  catrin.mathias@southandvale.gov.uk	Cabinet delegated decision form for To consider property disposals
<b>Standing item: section 106 funds - to create a budget and release funds</b>	KEY	Cabinet member for development and infrastructure June 2021	Councillor Judy Roberts	10 Nov 2017		Jayne Bolton Email: jayne.bolton@southandvale.gov.uk  jayne.bolton@southandvale.gov.uk	Standing item: to create a budget and release section 106 funds

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<p><b>New energy contracts for properties and sites managed by Vale - 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 (</b></p>	KEY	Cabinet member for finance and corporate assets June 2021	Councillor Andy Crawford	19 Oct 2020		Ben Border Email: ben.border@southandvale.gov.uk	New energy contracts for properties and sites managed by Vale - to award the contracts
<p><b>Electric vehicle park and charge project - to review provision in council owned car parks</b></p>	KEY	Cabinet member for finance and corporate assets June 2021	Councillor Andy Crawford	30 Aug 2019		John Backley Email: john.backley@southandvale.gov.uk  john.backley@southandvale.gov.uk	

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<b>Challow Sewage Treatment Works - to award a contract to replace existing plant</b>	KEY	Cabinet member for finance and corporate assets June 2021	Councillor Andy Crawford	10 May 2019		John Backley Email: john.backley@southandvale.gov.uk  john.backley@southandvale.gov.uk	Challow Sewage Treatment Works - to replace the existing plant Challow Sewage Treatment Works - to replace the existing plant
<b>Milton Science Centre - to approve the accountable body agreement</b> tt		Cabinet member for development and infrastructure June 2021	Councillor Judy Roberts	13 Aug 2019		Marybeth Harasz Email: marybeth.harasz@southandvale.gov.uk  marybeth.harasz@southandvale.gov.uk	Milton Science Centre - to approve the accountable body agreement Milton Science Centre - to approve the accountable body agreement

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<b>Electric vehicle park and charge project - to obtain approval to enter into a contract with a charging operator</b>	KEY	Cabinet member for finance and corporate assets June 2021	Councillor Andy Crawford	1 Apr 2021		John Backley Email: john.backley@southandvale.gov.uk  john.backley@southandvale.gov.uk	Electric vehicle park and charge project - to obtain approval to enter into a contract with a charging operator
<b>Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26 - to approve the strategy</b>	KEY	Cabinet member for healthy communities June 2021	Councillor Helen Pighills	8 Feb 2021		Phil Ealey, Housing Needs Manager Email: phil.ealey@southandvale.gov.uk  phil.ealey@southandvale.gov.uk	Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26 - to approve the strategy

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<b>Stairlift contract - to award a contract to provide stairlifts funded by the Disabled Facilities Grant</b>	KEY	Cabinet member for healthy communities June 2021	Councillor Helen Pighills	1 Mar 2019		Phil Ealey, Housing Needs Manager Email: phil.ealey@southandvale.gov.uk  phil.ealey@southandvale.gov.uk	Stairlift contract - to award a contract to provide stairlifts - funded by the Disabled Facilities Grant
<b>Reopening the High Street Safely Fund grant funding agreement - to accept funding and sign the agreement</b>		Cabinet member for community engagement Not before 23 Jun 2021	Councillor Bethia Thomas			Melanie Smans Email: melanie.smans@southandvale.gov.uk  melanie.smans@southandvale.gov.uk	Reopening the High Street Safely Fund grant funding agreement
<b>Welcome Back Fund grant funding agreement - to accept the funding and sign the agreement</b>	KEY	Cabinet member for community engagement Not before 23 Jun 2021	Councillor Bethia Thomas			Melanie Smans Email: melanie.smans@southandvale.gov.uk  melanie.smans@southandvale.gov.uk	Welcome Back Fund grant funding agreement - to accept the funding and sign the agreement
<b>July decisions</b>							

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<p><b>UK resettlement scheme - 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))</b></p>	KEY	Cabinet member for healthy communities July 2021	Councillor Helen Pighills	11 Aug 2020		<p>Jaffa Holland Email: jaffa.holland@southandvale.gov.uk</p> <p>jaffa.holland@southandvale.gov.uk</p>	Global resettlement scheme - to award a contract
<p><b>Procurement strategy - to approve the strategy</b></p>	KEY	Cabinet July 2021 Council 6 Oct 2021	Councillor Andy Crawford	16 Oct 2020		<p>Simon Hewings Email: simon.hewings@southandvale.gov.uk</p> <p>simon.hewings@southandvale.gov.uk</p>	Procurement strategy - to recommend Council to approve the strategy Procurement strategy - to recommend Council to approve the strategy



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<p><b>Oxfordshire Plan 2050 - to approve the Regulation 18 Oxfordshire Plan 2050 for consultation</b></p>	<p>KEY</p>	<p>Cabinet 21 Jul 2021</p>	<p>Councillor Debby Hallett</p>	<p>1 Jul 2020</p>	<p>Joint Scrutiny Committee</p>	<p>Lucy Murfett Email: lucy.murfett@southandvale.gov.uk  lucy.murfett@southandvale.gov.uk</p>	<p>Oxfordshire Plan 2050 - to approve the Regulation 18 Oxfordshire Plan 2050 for consultation Oxfordshire Plan 2050 - to approve the Regulation 18 Oxfordshire Plan 2050 for consultation</p>

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<b>Science Vale Enterprise Zone - to approve the Memorandum of Understandings for the retention and distribution of business rates growth income</b>	KEY	Cabinet 21 Jul 2021	Councillor Neil Fawcett	8 Feb 2021		Susan Harbour Email: susan.harbour@southandvale.gov.uk  susan.harbour@southandvale.gov.uk	Didcot Growth Accelerator Enterprise Zone - to approve the Memorandum of Understandings for the retention and distribution of business rates growth income
<b>August decisions</b>							
<b>Women's Cycle Race 2021</b>		Cabinet 6 Aug 2021	Councillor Bethia Thomas			Melanie Smans Email:melanie.smans@southandvale.gov.uk  melanie.smans@southandvale.gov.uk	Women's Cycle Race 2021 Women's Cycle Race 2021

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<b>Didcot Local Development Order - to approve the draft order for consultation</b>		Cabinet 6 Aug 2021	Councillor Debby Hallett	11 Aug 2020		Adrian Butler Email: adrian.butler@southandvale.gov.uk  adrian.butler@southandvale.gov.uk	Didcot Local Development Order - to approve the order Didcot Local Development Order - to approve the order
<b>October decisions</b>							

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<p><b>Joint statement of community involvement - to approve a joint statement with South Oxfordshire District Council</b></p>		<p>Cabinet 1 Oct 2021</p>	<p>Councillor Debby Hallett</p>		<p>Joint Scrutiny Committee</p>	<p>Emma Baker Email: emma.baker@southanvale.gov.uk  emma.baker@southandvale.gov.uk</p>	<p>Joint statement of community involvement - to approve a joint statement with South Oxfordshire District Council Joint statement of community involvement - to approve a joint statement with South Oxfordshire District Council</p>

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<p><b>Community infrastructure levy - to approve the charging schedule 2021</b></p>	<p>KEY</p>	<p>Joint Scrutiny Committee 13 Jul 2021  Cabinet 1 Oct 2021</p>	<p>Councillor Debby Hallett</p>	<p>1 Apr 2021</p>		<p>Andrew Lane Email: andrew.lane@southandvale.gov.uk  andrew.lane@southandvale.gov.uk</p>	<p>Community infrastructure levy - to approve the charging schedule 2021 Community infrastructure levy - to approve the charging schedule 2021</p>
<p><b>Developer contributions - to approve the supplementary planning document</b></p>	<p>KEY</p>	<p>Joint Scrutiny Committee 13 Jul 2021  Cabinet 1 Oct 2021</p>	<p>Councillor Debby Hallett</p>	<p>1 Apr 2021</p>		<p>Andrew Lane Email: andrew.lane@southandvale.gov.uk  andrew.lane@southandvale.gov.uk</p>	<p>Developer contributions supplementary planning document Developer contributions supplementary planning document</p>

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<b>Flood investigation agency agreement - to recommend Council to approve the agency agreement and charges with Oxfordshire County Council</b>	KEY	Cabinet 1 Oct 2021 Council 6 Oct 2021	Councillor Andy Crawford	24 Dec 2019		John Backley Email: john.backley@southandvale.gov.uk  john.backley@southandvale.gov.uk	
<b>Office accommodation and inter-authority agreement - to approve the agreement</b>	KEY	Cabinet 1 Oct 2021 Council 6 Oct 2021	Councillor Andy Crawford	15 Mar 2021		Suzanne Malcolm, Head of development and regeneration Email: suzanne.malcolm@southandvale.gov.uk and adrianna.partridge@southandvale.gov.uk , Adrianna Partridge, Acting Deputy Chief Executive - Transformation and Operations  suzanne.malcolm@southandvale.gov.uk , adrianna.partridge@southandvale.gov.uk	Office accommodation and inter-authority agreement - to approve the agreement Office accommodation and inter-authority agreement - to approve the agreement

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<b>Sparsholt Sewage Treatment Works - to replace the existing plant</b>	KEY	Cabinet 1 Oct 2021	Councillor Andy Crawford	13 Jun 2019		John Backley Email: john.backley@southandvale.gov.uk  john.backley@southandvale.gov.uk	Sparsholt Sewage Treatment Works - to replace the existing plant Sparsholt Sewage Treatment Works - to replace the existing plant
<b>December decisions</b>							
<b>Statement of gambling principles- to recommend Council to adopt the revised statement</b>		Licensing Acts Committee October 2021  Cabinet 3 Dec 2021  Council 8 Dec 2021	Councillor Helen Pighills	13 Apr 2021	Licensing Acts Committee	Diane Foster Email: diane.foster@southandvale.gov.uk  Email: diane.foster@southandvale.gov.uk  diane.foster@southandvale.gov.uk	Statement of gambling principles- to recommend Council to adopt the revised statement

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