

# Cabinet work programme

21 January 2022



## 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 Cabinet members?

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 Bethia Thomas](#) – Deputy Council Leader and Community engagement
- [Councillor Andy Crawford](#) – Finance and corporate assets
- [Councillor Neil Fawcett](#) – Strategic partnerships and place
- [Councillor Debby Hallett](#) - Corporate services and transformation
- [Councillor Helen Pighills](#) – Healthy communities
- [Councillor Judy Roberts](#) – Development and infrastructure
- [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>JANUARY 2022 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 January 2022  Head of development and corporate landlord January 2022	Councillor Andy Crawford	15 Feb 2012		James Carpenter <a href="mailto:james.carpenter@southandvale.gov.uk">james.carpenter@southandvale.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 January 2022	Councillor Judy Roberts	10 Nov 2017		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet member decision form
<b>Civil parking enforcement</b> - to appoint an outside body representative to PATROL, the civil parking regulator	No	Leader of the Council January 2022	Councillor Emily Smith	26 Jul 2021		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Dalton Barracks Garden Village</b> - to accept the award of government funding	No	Cabinet member for development and infrastructure January 2022	Councillor Judy Roberts	17 Sep 2021		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Grounds maintenance and public toilet cleaning services</b> - to provide vehicles for this service	KEY	Cabinet member for finance and corporate assets January 2022	Councillor Andy Crawford	15 Jun 2021		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Car parks management contract</b> - to approve a 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))	KEY	Cabinet member for finance and corporate assets January 2022	Councillor Andy Crawford	18 Aug 2021		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@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 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 January 2022	Councillor Andy Crawford	19 Oct 2020		Angela Baker <a href="mailto:angela.baker@southandvale.gov.uk">angela.baker@southandvale.gov.uk</a>	Cabinet member decision form
<b>Sparsholt Sewage Treatment Works</b> - to replace the existing plant	KEY	Cabinet member for finance and corporate assets January 2022	Councillor Andy Crawford	13 Jun 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form

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## FEBRUARY DECISIONS

<b>Joint Local Plan</b> - to approve for consultation the sustainability appraisal screening and scoping reports	No	Cabinet member for corporate services and transformation February 2022	Councillor Debby Hallett	6 Sep 2021		Tom Rice <a href="mailto:tom.rice@southandvale.gov.uk">tom.rice@southandvale.gov.uk</a>	Cabinet member decision form
<b>Standing item: Recommendations from other committees</b> - to consider and determine action on any recommendations from other committees	KEY	Cabinet 4 Feb 2022	Relevant Cabinet members	13 Jul 2021		Steve Culliford <a href="mailto:steve.culliford@southandvale.gov.uk">steve.culliford@southandvale.gov.uk</a>	Cabinet report
<b>Section 106 funding for Kingston Bagpuize sports pavilion</b> - to recommend Council to approve the funding	No	Cabinet 4 Feb 2022 Council 16 Feb 2022	Councillor judy Roberts	15 Oct 2021		David Cookson <a href="mailto:david.cookson@southandvale.gov.uk">david.cookson@southandvale.gov.uk</a>	Cabinet report
<b>Treasury management strategy 2022/23</b> - to review the strategy and recommend it to Council	No	Joint Audit and Governance Committee 25 Jan 2022 Cabinet 4 Feb 2022 Council 16 Feb 2022	Councillor Andy Crawford	15 Oct 2021	Joint Audit and Governance Committee	Richard Spraggett <a href="mailto:richard.spraggett@southandvale.gov.uk">richard.spraggett@southandvale.gov.uk</a>	Cabinet report

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<b>Capital strategy 2022/23 to 2031/32</b> - to review the strategy and recommend it to Council	No	Cabinet 4 Feb 2022  Council 16 Feb 2022	Councillor Andy Crawford	15 Oct 2021		Richard Spraggett <a href="mailto:richard.spraggett@southandvale.gov.uk">richard.spraggett@southandvale.gov.uk</a>	Cabinet report
<b>Revenue budget 2022/23 and capital programme 2022/23 to 2026/27</b> - to recommend the budget to Council	No	Cabinet 4 Feb 2022  Council 16 Feb 2022	Councillor Andy Crawford	15 Oct 2021		Richard Spraggett <a href="mailto:richard.spraggett@southandvale.gov.uk">richard.spraggett@southandvale.gov.uk</a>	Cabinet report
<b>Future provision of external audit services</b> - to make a recommendation to Council	No	Joint Audit and Governance Committee 25 Jan 2022  Cabinet 4 Feb 2022  Council 16 Feb 2022	Councillor Andy Crawford	10 Dec 2021	Joint Audit and Governance Committee	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Climate action plan</b> - to approve the plan	KEY	Cabinet 4 Feb 2022	Councillor Catherine Webber	22 Dec 2021	Climate Emergency Advisory Committee	Michelle Wells <a href="mailto:michelle.wells@southandvale.gov.uk">michelle.wells@southandvale.gov.uk</a>	Cabinet report
<b>Climate action fund</b> - to approve the policy and applications process for the fund	KEY	Cabinet 4 Feb 2022	Councillor Catherine Webber	7 Jan 2022	Climate Emergency Advisory Committee	Michelle Wells <a href="mailto:michelle.wells@southandvale.gov.uk">michelle.wells@southandvale.gov.uk</a>	Cabinet report

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<b>Future waste services</b> - to consider and determine future provision of the council's waste collection and street cleansing service. 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 4 Feb 2022	Councillor Catherine Webber	18 Aug 2021	Joint Scrutiny Committee	William Maxwell Email: <a href="mailto:william.maxwell@southandvale.gov.uk">william.maxwell@southandvale.gov.uk</a>	Cabinet report
<b>Car park fees and charges</b> - to review the fees and charges	KEY	Cabinet 4 Feb 2022	Councillor Andy Crawford	29 Sep 2021		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Dalton Barracks Supplementary Planning Document</b> - to approve the document	KEY	Cabinet 4 Feb 2022	Councillor Debby Hallett	26 Jul 2021		Emma Baker <a href="mailto:emma.baker@southandvale.gov.uk">emma.baker@southandvale.gov.uk</a>	Cabinet report
<b>Leisure support</b> - to approve a leisure support package. 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 healthy communities Not before 4 Feb 2022	Councillor Helen Pighills	7 Jan 2022		Suzanne Malcolm <a href="mailto:suzanne.malcolm@southandvale.gov.uk">suzanne.malcolm@southandvale.gov.uk</a>	Cabinet report

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<b>Customer relations management</b> - to use the approved funds to procure a solution	KEY	Cabinet member for corporate services and transformation Not before 11 Feb 2022	Councillor Debby Hallett	14 Jan 2022		Simon Turner <a href="mailto:simon.turner@southandvale.gov.uk">simon.turner@southandvale.gov.uk</a>	Cabinet member decision form
<b>SPRING AND SUMMER 2022 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 March 2022	Councillor Helen Pighills	1 Mar 2019		Phil Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet member decision form
<b>CCTV in Abingdon and Wantage</b> - to approve the procurement of digital cameras and cabling	KEY	Head of housing and environment March 2022	Councillor Helen Pighills	6 Aug 2021		Katharine Doherty <a href="mailto:katharine.doherty@southandvale.gov.uk">katharine.doherty@southandvale.gov.uk</a>	Officer key decision form
<b>Oxfordshire Plan 2050</b> - to approve the Regulation 18 consultation report, the statement of community involvement, and the local development scheme	KEY	Cabinet 8 Mar 2022	Councillor Debby Hallett	7 Jan 2022		Harry Barrington-Mountford <a href="mailto:harry.barrington-mountford@southandvale.gov.uk">harry.barrington-mountford@southandvale.gov.uk</a>	Cabinet report
<b>Covid response and the next steps</b> - to approve a framework	KEY	Cabinet 8 Mar 2022	Councillor Helen Pighills	15 Dec 2021		Adrianna Partridge <a href="mailto:adrianna.partridge@southandvale.gov.uk">adrianna.partridge@southandvale.gov.uk</a>	Cabinet report



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<b>Corporate plan performance monitoring report Q2 2021/22</b> - to review the report	No	Cabinet 8 Mar 2022	Councillor Debby Hallett	22 Dec 2021	Scrutiny Committee	Harry Barrington-Mountford <a href="mailto:harry.barrington-mountford@southandvale.gov.uk">harry.barrington-mountford@southandvale.gov.uk</a>	Cabinet report
<b>Budget monitoring</b> - to monitor the budget	No	Cabinet 8 Mar 2022	Councillor Andy Crawford	15 Oct 2021		Richard Spraggett <a href="mailto:richard.spraggett@southandvale.gov.uk">richard.spraggett@southandvale.gov.uk</a>	Cabinet report
<b>Flood investigation agency agreement</b> - to recommend Council to approve the agency agreement and charges with Oxfordshire County Council	KEY	Cabinet 8 Apr 2022  Council 11 May 2022	Councillor Andy Crawford	24 Dec 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Didcot Local Development Order</b> – to approve the order for consultation	No	Cabinet 8 Apr 2022	Councillor Debby Hallett	21 Jan 2022		Adrian Butler <a href="mailto:adrian.butler@southandvale.gov.uk">adrian.butler@southandvale.gov.uk</a>	Cabinet report
<b>Revised Milton Park Local Development Order</b> - to approve the draft order for statutory consultation	KEY	Cabinet 8 Apr 2022	Councillor Debby Hallett	15 Jun 2021		Toby Warren <a href="mailto:toby.warren@southandvale.gov.uk">toby.warren@southandvale.gov.uk</a>	Cabinet report
<b>Design guide</b> - to approve the joint design guide	KEY	Cabinet 10 Jun 2022	Councillor Debby Hallett	29 Sep 2021		Dominic Lamb <a href="mailto:dominic.lamb@southandvale.gov.uk">dominic.lamb@southandvale.gov.uk</a>	Cabinet report
<b>Car park fees and charges</b> - to consider representations following the consultation	KEY	Cabinet 10 Jun 2022	Councillor Andy Crawford	10 Dec 2021	Scrutiny Committee	John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report

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<b>Car park order and policy</b> - to approve changes to the car park order and car parking policy	KEY	Cabinet 10 Jun 2022	Councillor Andy Crawford	13 Aug 2021		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Didcot Growth Accelerator Enterprise Zone (EZ2)</b> - to update the Memorandum of Understanding for the retention and distribution of business rates growth income	KEY	Cabinet 22 Jul 2022	Councillor Neil Fawcett	15 Oct 2021		Susan Harbour <a href="mailto:susan.harbour@southandvale.gov.uk">susan.harbour@southandvale.gov.uk</a>	Cabinet report