

# Cabinet work programme

10 November 2023



## 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 up to nine further members. The leader has allocated portfolios to Cabinet members as follows:

- [Councillor Bethia Thomas](#) – Council Leader and Cabinet member for climate action and the environment, strategic partnerships and place
- [Councillor Mark Coleman](#) – Deputy Council Leader and Cabinet member for environmental services and waste
- [Councillor Sue Caul](#) – Cabinet member for affordable housing, infrastructure, development and governance
- [Councillor Andy Crawford](#) – Cabinet member for finance and property
- [Councillor Debra Dewhurst](#) – Cabinet member for leisure centres and community buildings
- [Councillor Lucy Edwards](#) – Cabinet member for communications
- [Councillor Neil Fawcett](#) – Cabinet member for economic development
- [Councillor Andy Foulsham](#) – Cabinet member for corporate services, policy and programmes
- [Councillor Diana Lugova](#) – Cabinet member for planning and development management
- [Councillor Helen Pighills](#) – Cabinet member for community health and wellbeing

## 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). Alternatively, documents are available at The Abbey House, Abbey Close, Abingdon, OX14 3JE.

## 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).

In advance of a decision being made, you may also submit documents to the decision-maker.

## This work programme is subject to change

The dates listed for each forthcoming decision are the earliest dates for items to come forward.

# Cabinet work programme

DECISION, PURPOSE AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE	KEY DECISION AND REASON	DECISION MAKER AND DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES INCLUDING COMMITTEES	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>NOVEMBER 2023 DECISIONS</b>							
<b>Faringdon Leisure Centre - to award a contract to replace the pool filter</b>	KEY	Cabinet member for leisure centres and community buildings 16 Dec 2022	Councillor Debra Dewhurst	18 Nov 2022		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form
<b>Local Authority Housing Fund and Service Family Accommodations housing schemes - to enter into a credit agreement to furnish and equip properties</b>	KEY	Head of finance 2 Aug 2023	Councillor Andy Crawford	5 Jul 2023		Louise Birt <a href="mailto:louise.birt@southandvale.gov.uk">louise.birt@southandvale.gov.uk</a>	Officer key decision form
<b>Didcot Local Cycling and Walking Infrastructure Plan - to approve the plan</b>	No	Cabinet member for affordable housing, infrastructure, development and governance 29 Aug 2023	Councillor Sue Caul	1 Aug 2023		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>Faringdon Leisure Centre - to create a budget from Section 106 funding to provide an artificial turf pitch</b>	KEY	Cabinet member for affordable housing, infrastructure, development and governance 3 Nov 2023	Councillor Sue Caul	6 Oct 2023		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet member decision form
<b>Custodianship and management of countryside land - to award a contract for three sites</b>	KEY	Cabinet member for finance and property 9 Nov 2023	Councillor Andy Crawford	12 Oct 2023		Tim Sonnex <a href="mailto:tim.sonnex@southandvale.gov.uk">tim.sonnex@southandvale.gov.uk</a>	Cabinet member decision form
<b>UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E2: Community and Neighbourhood Infrastructure Projects Funding</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Software licensing agreement - to agree to sign a new three-year Microsoft enterprise software agreement</b>	KEY	Cabinet member for corporate services, policy and programmes 30 Nov 2023	Councillor Andy Foulsham	2 Nov 2023		Simon Turner <a href="mailto:simon.turner@southandvale.gov.uk">simon.turner@southandvale.gov.uk</a>	Cabinet member decision form
<b>DECEMBER DECISIONS</b>							
<b>Sparsholt Sewage Treatment Works - to replace the existing plant</b>	KEY	Head of development and corporate landlord 11 Jul 2019	Councillor Mark Coleman	13 Jun 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Officer key decision form

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<b>Car park refurbishment project - to award a contract for refurbishments</b>	KEY	Cabinet member for environmental services and waste 24 Mar 2023	Councillor Mark Coleman	24 Feb 2023		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>UK Shared Prosperity Fund - Assumption of financial risk for UK Shared Prosperity Fund intervention E39: Green Skills Courses</b>	KEY	Leader of the Council 10 Nov 2023	Councillor Bethia Thomas	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Cabinet member decision form
<b>Joint Local Plan Regulation 18 Part 2 - to approve preferred options for consultation</b>	KEY	Cabinet 1 Dec 2023	Councillor Andy Foulsham	2 Jun 2023	Joint Scrutiny Committee 27 November 2023	Lucy Murfett <a href="mailto:lucy.murfett@southandvale.gov.uk">lucy.murfett@southandvale.gov.uk</a>	Cabinet report
<b>Local Electric Vehicle Infrastructure - to agree a funding arrangement with Oxfordshire County Council</b>	KEY	Cabinet 1 Dec 2023	Councillor Andy Crawford	2 Jun 2023		Justin Andrewes <a href="mailto:justin.andrewes@southandvale.gov.uk">justin.andrewes@southandvale.gov.uk</a>	Cabinet report
<b>Car park fees and charges - to approve the fees and charges</b>	KEY	Cabinet 1 Dec 2023	Councillor Mark Coleman	22 Sep 2023		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Request for Section 106 funds to Chilton Parish Council - to recommend Council to approve the funding</b>	No	Cabinet 1 Dec 2023	Councillor Sue Caul	12 Oct 2023		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet report

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<b>Council tax base - to recommend Council to approve the council tax base</b>	No	Cabinet 1 Dec 2023	Councillor Andy Crawford	22 Sep 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Council tax reduction scheme - to review the scheme and recommend any changes to Council</b>	No	Cabinet 1 Dec 2023	Councillor Andy Crawford	6 Oct 2023		Trevor Gaffney <a href="mailto:trevor.gaffney@southandvale.gov.uk">trevor.gaffney@southandvale.gov.uk</a>	Cabinet report
<b>Budget Monitoring July to September 2023 - to note the budget monitoring position</b>	No	Cabinet 19 Dec 2023	Councillor Andy Crawford	13 Oct 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>The Beacon, Wantage - to consider an appraisal of future service delivery</b>	KEY	Cabinet 19 Dec 2023	Councillor Debra Dewhurst	6 Oct 2023	Scrutiny Committee 5 December 2023	Andrew Busby <a href="mailto:andrew.busby@southandvale.gov.uk">andrew.busby@southandvale.gov.uk</a>	Cabinet report
<b>JANUARY 2024 DECISIONS</b>							
<b>Partnership grants - to award the 2024/25 to 2028/29 revenue grants</b>	KEY	Cabinet member for community health and wellbeing 20 Oct 2023	Councillor Helen Pighills	22 Sep 2023		Cheryl Reeves <a href="mailto:cheryl.reeves@southandvale.gov.uk">cheryl.reeves@southandvale.gov.uk</a>	Cabinet member decision form
<b>Wantage Leisure Centre - to award a contract to carry out decarbonisation work</b>	KEY	Cabinet member for leisure centres and community buildings 20 Oct 2023	Councillor Debra Dewhurst	22 Sep 2023		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form

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<b>White Horse leisure and Tennis Centre - to award a contract to carry out decarbonisation work</b>	KEY	Cabinet member for leisure centres and community buildings 29 Nov 2023	Councillor Debra Dewhurst	1 Nov 2023		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form
<b>FEBRUARY DECISIONS</b>							
<b>Play areas - to provide a maintenance service for existing play areas</b>	KEY	Cabinet member for community health and wellbeing 12 Aug 2022	Councillor Helen Pighills	15 Jul 2022		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Rural England Prosperity Fund - to award round 1 grant funding</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Garden waste service - to approve a new approach to the council's garden waste service</b>	KEY	Cabinet 9 Feb 2024	Councillors Mark Coleman and Andy Foulsham	1 Nov 2023	Joint Scrutiny Committee 29 January 2024	Sally Truman, Scott Williams <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a> <a href="mailto:scott.williams@southandvale.gov.uk">scott.williams@southandvale.gov.uk</a>	Cabinet report
<b>Corporate Plan 2024-2028 - to agree an approach to the new corporate plan</b>	No	Cabinet 9 Feb 2024	Councillor Andy Foulsham	25 Aug 2023	Scrutiny Committee 5 February 2024	Tim Oruye <a href="mailto:tim.oruye@southandvale.gov.uk">tim.oruye@southandvale.gov.uk</a>	Cabinet report

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<b>Treasury Management Mid-Year Monitoring Report 2023/24 - to consider the report and make recommendations to Council</b>	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Joint Audit and Governance Committee 30 January 2024	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Treasury Management and Investment Strategy 2024/25 - to recommend Council to approve the strategy</b>	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Joint Audit and Governance Committee 30 January 2024	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Medium Term Financial Strategy 2024/25 to 2028/29 - to recommend Council to approve the strategy</b>	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Capital Strategy 2024/25 to 2033/34 - to recommend Council to approve the strategy</b>	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Revenue Budget 2024/25 and Capital Programme 2024/25 to 2028/29 - to recommend the budget to Council</b>	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Scrutiny Committee 5 February 2024	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>MARCH DECISIONS</b>							
<b>Oxfordshire Councils Charter - to adopt the charter</b>	KEY	Cabinet 8 Mar 2024	Councillor Bethia Thomas	12 Oct 2023		Tim Oruye <a href="mailto:tim.oruye@southandvale.gov.uk">tim.oruye@southandvale.gov.uk</a>	Cabinet report



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### APRIL DECISIONS

<b>UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E3: Creation of/Improvements to Green Spaces</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>UK Shared Prosperity Fund - to award a contract to deliver UK Shared Prosperity Fund intervention E29: Supporting Decarbonisation</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Tree planting policy - to review the policy for planting trees on council land</b>	KEY	Cabinet 19 Apr 2024	Councillor Andy Crawford	2 Oct 2023		Karen Lister <a href="mailto:karen.lister@southandvale.gov.uk">karen.lister@southandvale.gov.uk</a>	Cabinet report

### JULY DECISIONS

<b>Rural England Prosperity Funding - to award round 2 grant funding</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
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<b>UK Shared Prosperity Fund - to award grant funding under UK Shared Prosperity Fund intervention E22: Enterprise Infrastructure and Employment/Innovation sites</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form