

# Cabinet work programme

3 August 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 Sally Povolotsky](#) – Climate emergency and environment
- [Councillor Judy Roberts](#) – Development and infrastructure

## 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>AUGUST 2022 DECISIONS</b>							
<b>Standing item: Property decisions</b> - to approve any property sales or purchases or take any property management decisions	KEY	Cabinet member for finance and corporate assets August 2022 Head of development and corporate landlord August 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 August 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 - to appoint an outside body representative to PATROL, the civil parking regulator</b>	No	Leader of the Council August 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>Revised Milton Park Local Development Order</b> - to approve the draft order for statutory consultation	KEY	Cabinet member for corporate services and transformation August 2022	Councillor Debby Hallett	15 Jun 2021		Adrian Butler <a href="mailto:adrian.butler@southandvale.gov.uk">adrian.butler@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Car parks management contract</b> - to approve a contract variation	KEY	Cabinet member for finance and corporate assets August 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>Sparsholt Sewage Treatment Works</b> - to replace the existing plant	KEY	Cabinet member for finance and corporate assets August 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
<b>New energy contracts for properties and sites managed by Vale</b> - to authorise the contract	KEY	Cabinet member for finance and corporate assets August 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>Grounds maintenance and public toilet cleaning services</b> - to provide vehicles for this service	KEY	Cabinet member for finance and corporate assets August 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>Surface water flooding</b> - to accept a grant and enter into a legal agreement	KEY	Cabinet member for finance and corporate assets August 2022	Councillor Andy Crawford	29 Jun 2022		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Financial management system</b> - to approve contract arrangements	KEY	Cabinet member for finance and corporate assets August 2022	Councillor Andy Crawford	1 Jun 2022		Ben Watson <a href="mailto:ben.watson@southandvale.gov.uk">ben.watson@southandvale.gov.uk</a>	Cabinet member decision form

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### SEPTEMBER DECISIONS

<b>Play areas</b> - to provide the supply and installation of new play equipment	KEY	Cabinet member for healthy communities September 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>Play areas</b> - to provide a maintenance service for existing play areas	KEY	Cabinet member for healthy communities September 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>Standing item: Recommendations from other committees</b> - to consider and determine action on any recommendations from other committees	KEY	Cabinet 30 Sep 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>Diversity and inclusion strategy and engagement plan</b> - to approve the strategy and plan	KEY	Cabinet 30 Sep 2022	Councillor Debby Hallett	17 Mar 2022	Joint Scrutiny Committee	David Fairall <a href="mailto:david.fairall@southandvale.gov.uk">david.fairall@southandvale.gov.uk</a>	Cabinet report
<b>Food strategy</b> - to support the principles of the Oxfordshire Food Strategy and agree to develop an action plan	KEY	Cabinet 30 Sep 2022	Councillor Helen Pighills	15 Jul 2022		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report

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<b>Flood and water management agreement</b> - to recommend Council to approve the agency agreement and charges with Oxfordshire County Council		Cabinet 30 Sep 2022  Council 12 Oct 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>Taxi tariff</b> - to review the tariff	KEY	Cabinet 30 Sep 2022	Councillor Helen Pighills	1 Jun 2022		Laura Driscoll <a href="mailto:laura.driscoll@southandvale.gov.uk">laura.driscoll@southandvale.gov.uk</a>	Cabinet report
<b>White Horse Community Lottery</b> – to approve options for the central fund distribution	KEY	Cabinet 30 Sep 2022	Councillor Bethia Thomas	1 Aug 2022		Cheryl Reeves <a href="mailto:cheryl.reeves@southandvale.gov.uk">cheryl.reeves@southandvale.gov.uk</a>	Cabinet report
<b>Customer Transformation and IT Strategies</b> - updates and roadmaps	KEY	Cabinet 30 Sep 2022	Councillors Debby Hallett and Bethia Thomas	1 Aug 2022		Sally Truman, David Wilde <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a> and <a href="mailto:david.wilde@southandvale.gov.uk">david.wilde@southandvale.gov.uk</a>	Cabinet report
<b>Planning transformation</b> - to approve a business case	KEY	Cabinet 30 Sep 2022	Councillors Debby Hallett and Bethia Thomas	1 Aug 2022		Sally Truman, David Wilde <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a> and <a href="mailto:david.wilde@southandvale.gov.uk">david.wilde@southandvale.gov.uk</a>	Cabinet report

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<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 30 Sep 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
<b>Great Coxwell conservation area appraisal</b> - to adopt the revised boundary and conservation area appraisal for Great Coxwell	No	Cabinet 30 Sep 2022	Councillor Debby Hallett	17 Mar 2022		Samantha Allen <a href="mailto:samantha.allen@southandvale.gov.uk">samantha.allen@southandvale.gov.uk</a>	Cabinet report
<b>Treasury management outturn report</b> - to monitor treasury management performance	No	Joint Audit and Governance Committee 27 Sep 2022  Cabinet 30 Sep 2022  Council 12 Oct 2022	Councillor Andy Crawford	15 Jul 2022		Donna Ross <a href="mailto:donna.ross@southandvale.gov.uk">donna.ross@southandvale.gov.uk</a>	Cabinet report
<b>NOVEMBER DECISIONS</b>							
<b>Council tax reduction scheme</b> - to review the scheme and recommend Council to make any changes	No	Cabinet 11 Nov 2022  Council 7 Dec 2022	Councillor Andy Crawford	15 Jul 2022		Trevor Gaffney <a href="mailto:trevor.gaffney@southandvale.gov.uk">trevor.gaffney@southandvale.gov.uk</a>	Cabinet report

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**DECEMBER DECISIONS**

<b>Council tax base</b> - to recommend the council tax base to Council	No	Cabinet 2 Dec 2022  Council 7 Dec 2022	Councillor Andy Crawford	15 Jul 2022		Trevor Gaffney <a href="mailto:trevor.gaffney@southhandvale.gov.uk">trevor.gaffney@southhandvale.gov.uk</a>	Cabinet report
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