

Cabinet work programme

18 November 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, the environment and technical services
- [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 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.

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.

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
NOVEMBER 2022 DECISIONS							
Standing item: Property decisions - to approve any property sales or purchases or take any property management decisions	KEY	Cabinet member for finance and corporate assets November 2022 Head of development and corporate landlord November 2022	Councillor Andy Crawford	15 Feb 2012		James Carpenter james.carpenter@southandvale.gov.uk	Cabinet member decision form or officer key decision form
Standing item: Section 106 and Community Infrastructure Levy funds - to create a budget and release funds	KEY	Cabinet member for development and infrastructure November 2022	Councillor Judy Roberts	10 Nov 2017		Mark Hewer mark.hewer@southandvale.gov.uk	Cabinet member decision form
Rural England Prosperity Fund	KEY	Leader of the Council November 2022	Councillor Emily Smith	14 Sep 2022		Nick King nick.king@southandvale.gov.uk	Cabinet member decision form
UK Shared Prosperity Fund and Rural England Prosperity Fund - to accept government funding	No	Leader of the Council November 2022	Councillor Emily Smith	3 Oct 2022		Nick King nick.king@southandvale.gov.uk	Cabinet member decision form

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
Car parks management contract - to approve a contract variation	KEY	Cabinet member for climate emergency, the environment and technical services November 2022	Councillor Sally Povolotsky	18 Aug 2021		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Sparsholt Sewage Treatment Works - to replace the existing plant	KEY	Cabinet member for climate emergency, the environment and technical services November 2022	Councillor Sally Povolotsky	13 Jun 2019		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Play areas - to provide the supply and installation of new play equipment	KEY	Cabinet member for climate emergency, the environment and technical services November 2022	Councillor Sally Povolotsky	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Play areas - to provide a maintenance service for existing play areas	KEY	Cabinet member for climate emergency, the environment and technical services November 2022	Councillor Sally Povolotsky	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Invoice automation solution	KEY	Cabinet member for corporate services and transformation November 2022	Councillor Debby Hallett	14 Sep 2022		Ben Watson ben.watson@southandvale.gov.uk	Cabinet member decision form

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
--	-------------------------	---	----------------	------------------------------	---	-----------------	--

Joint Local Plan - approval to tender for landscape evidence	KEY	Head of policy and programmes November 2022	Councillor Debby Hallett	3 Oct 2022		Lucy Murfett lucy.murfett@southandvale.gov.uk	Officer key decision form
---	-----	--	-----------------------------	------------	--	--	---------------------------

DECEMBER DECISIONS

Standing item: Recommendations from other committees - to consider and determine action on any recommendations from other committees	KEY	Cabinet 2 Dec 2022	Relevant Cabinet members	13 Jul 2021		Steve Culliford steve.culliford@southandvale.gov.uk	Cabinet report
Diversity and inclusion strategy and engagement plan - to approve the strategy and plan	KEY	Cabinet 2 Dec 2022	Councillor Bethia Thomas	17 Mar 2022	Joint Scrutiny Committee	David Fairall david.fairall@southandvale.gov.uk	Cabinet report
Food strategy - to support the principles of the Oxfordshire Food Strategy and agree to develop an action plan	KEY	Cabinet 2 Dec 2022	Councillor Helen Pighills	15 Jul 2022		Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet report
Didcot Growth Accelerator Enterprise Zone (EZ2) - to update the Memorandum of Understanding for the retention and distribution of business rates growth income	No	Cabinet 2 Dec 2022	Councillor Neil Fawcett	15 Oct 2021		Susan Harbour susan.harbour@southandvale.gov.uk	Cabinet report

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
Corporate Plan and Climate Action Plan performance reports - quarter 2, 2022/23	No	Cabinet 2 Dec 2022	Councillor Debby Hallett	18 Nov 2022		Harry Barrington-Mountford harry.barrington-mountford@southandvale.gov.uk	Cabinet report
Oxfordshire Plan 2050 and the new Joint Local Plan Local Development Scheme	KEY	Cabinet 2 Dec 2022	Councillor Debby Hallett	18 Nov 2022		Emma Baker emma.baker@southandvale.gov.uk	Cabinet report
Council tax base - 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 trevor.gaffney@southandvale.gov.uk	Cabinet report
Budget monitoring - to consider the budget monitoring report for the period April to August 2022	No	Cabinet 2 Dec 2022	Councillor Andy Crawford	18 Nov 2022		Emma Creed emma.creed@southandvale.gov.uk	Cabinet report
White Horse Community Lottery – to approve options for the central fund distribution	KEY	Cabinet 20 Dec 2022	Councillor Bethia Thomas	1 Aug 2022		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	Cabinet report
Car Park Fees and Charges - to review the fees and charges	KEY	Cabinet 20 Dec 2022	Councillor Sally Povolotsky	14 Oct 2022		John Backley john.backley@southandvale.gov.uk	Cabinet report

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
Pebble Hill Mobile Home Park, Radley - to recommend Council to include a project for additional births in the capital programme	No	Cabinet 20 Dec 2022	Councillor Judy Roberts	14 Oct 2022		Charlotte Cottingham Charlotte.cottingham@southandvale.gov.uk	Cabinet report
2023 DECISIONS							
Grounds maintenance and public toilet cleaning services - to provide vehicles for this service	KEY	Cabinet member for climate emergency, the environment and technical services January 2023	Councillor Sally Povolotsky	15 Jun 2021		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Faringdon Leisure Centre - to award a contract to replace the pool filter	KEY	Cabinet member for healthy communities January 2023	Councillor Helen Pighills	18 Nov 2022		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form
Commissioning of domestic abuse services - to agree a partnering agreement for a pooled budget	KEY	Cabinet member for healthy communities January 2023	Councillor Helen Pighills	18 Nov 2022		Diane Foster diane.foster@southandvale.gov.uk	Cabinet member decision form
Milton Park Local Development Order - to recommend Council to adopt a new order	KEY	Cabinet 3 Feb 2023 Council 15 Feb 2023	Councillor Debby Hallett	3 Oct 2022		Adrian Butler adrian.butler@southandvale.gov.uk	Cabinet report

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
Treasury mid-year monitoring 2022/23	No	Joint Audit and Governance Committee 24 Jan 2023 Cabinet 3 Feb 2023 Council 15 Feb 2023	Councillor Andy Crawford	18 Nov 2022	Joint Audit and Governance Committee	Donna Ross donna.ross@southandvale.gov.uk	Cabinet report
Treasury strategy	No	Cabinet 3 Feb 2023 Council 15 Feb 2023	Councillor Andy Crawford	18 Nov 2022		Donna Ross donna.ross@southandvale.gov.uk	Cabinet report
Capital strategy - to recommend Council to adopt the strategy	No	Cabinet 3 Feb 2023 Council 15 Feb 2023	Councillor Andy Crawford	18 Nov 2022		Richard Spraggett richard.spraggett@southandvale.gov.uk	Cabinet report
Planning Enforcement Statement - to approve the revised statement	No	Cabinet 10 Mar 2023	Councillor Bethia Thomas	14 Oct 2022		Adrian Duffield adrian.duffield@southandvale.gov.uk	Cabinet report