

Cabinet work programme

3 April 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 nine further members and has allocated portfolios to them as follows:

- [Councillor Bethia Thomas](#) –Council Leader and community engagement
- [Councillor Neil Fawcett](#) – Deputy Council Leader and strategic partnerships and place
- [Councillor Andy Crawford](#) – Finance and corporate assets
- [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, and development management

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
APRIL 2023 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 April 2023 Head of development and corporate landlord April 2023	Councillor Andy Crawford	15 Feb 2012		Karen Lister karen.lister@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, and development management April 2023	Councillor Judy Roberts	10 Nov 2017		Mark Hewer mark.hewer@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 April 2023	Councillor Bethia Thomas	3 Oct 2022		Nick King nick.king@southandvale.gov.uk	Cabinet member decision form
UK Shared Prosperity Fund and Rural England Prosperity Fund - to approve a draft action plan to deliver the scheme	KEY	Leader of the Council April 2023	Councillor Bethia Thomas	9 Dec 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
Procurement of contact centre software - to agree funding for a new system	KEY	Leader of the Council, Cabinet member for corporate services and transformation Apr 2023	Councillors Debby Hallett or Bethia Thomas	6 Mar 2023		Sally Truman sally.truman@southandvale.gov.uk	Cabinet member decision form
Grounds maintenance and public toilet cleaning services - to provide vehicles for this service	KEY	Cabinet member for climate emergency, the environment and technical services April 2023	Councillor Sally Povolotsky	15 Jun 2021		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Pebble Hill Mobile Home Park, Radley - to approve a project for the development of additional berths, apply for planning permission, and award a works contract	KEY	Cabinet member for development and infrastructure, and development management April 2023	Councillor Judy Roberts	14 Oct 2022		Aileen David aileen.david@southandvale.gov.uk	Cabinet member decision form
MAY DECISIONS							
Car park refurbishment project - to award a contract for refurbishments	KEY	Cabinet member for finance and corporate assets Not before 18 May 2023	Councillor Andy Crawford	24 Feb 2023		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form

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JUNE DECISIONS

Faringdon Leisure Centre - to award a contract to replace the pool filter	KEY	Cabinet member for healthy communities June 2023	Councillor Helen Pighills	18 Nov 2022		Jan Smith jan.smith@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 June 2023	Councillor Sally Povolotsky	13 Jun 2019		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Standing item: Recommendations from other committees - to consider and determine action on any recommendations from other committees	KEY	Cabinet 9 June 2023	Relevant Cabinet members	13 Jul 2021		Steve Culliford steve.culliford@southandvale.gov.uk	Cabinet report
Section 106 policy - to review and approve the policy and process to allocate funds to those developing affordable/social housing	KEY	Cabinet 9 Jun 2023	Councillor Judy Roberts	16 Jan 2023		Paul Fielding paul.fielding@southandvale.gov.uk	Cabinet report
Vale Partnership grant policy – to approve the policy	KEY	Cabinet 9 Jun 2023	Councillor Bethia Thomas	6 Feb 2023		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	Cabinet report

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BOB (Buckinghamshire, Oxfordshire and Berkshire West) Integrated Care Partnership's strategic priorities - to endorse the partnership's priorities	No	Cabinet 9 Jun 2023	Councillor Helen Pighills	20 Jan 2023		Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet report
Future Oxfordshire Partnership - to approve amended terms of reference and memorandum of association	KEY	Cabinet 9 Jun 2023	Councillor Bethia Thomas	2 Mar 2023		Patrick Arran patrick.arran@southandvale.gov.uk	Cabinet report
2024 DECISIONS							
Play areas - to provide a maintenance service for existing play areas	KEY	Cabinet member for climate emergency, the environment and technical services February 2024	Councillor Sally Povolotsky	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form