

# Cabinet work programme

20 June 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 climate action and the environment
- [Councillor Neil Fawcett](#) – Deputy Council Leader and strategic partnerships and place
- [Councillor Sue Caul](#) – Affordable housing, development and infrastructure
- [Councillor Mark Coleman](#) – Environmental services and waste
- [Councillor Andy Crawford](#) – Finance and property
- [Councillor Debra Dewhurst](#) – Leisure centres and community buildings
- [Councillor Andy Foulsham](#) – Planning and development management
- [Councillor Debby Hallett](#) - Corporate services, governance, policy and transformation
- [Councillor Helen Pighills](#) - 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).

## 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.

# 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>JUNE 2023 DECISIONS</b>							
<b>Standing item: Property decisions - to approve any property sales or purchases or take any property management decisions</b>	KEY	Cabinet member for finance and property June 2023  Head of development and corporate landlord June 2023	Councillor Andy Crawford	15 Feb 2012		Karen Lister <a href="mailto:karen.lister@southandvale.gov.uk">karen.lister@southandvale.gov.uk</a>	Cabinet member decision form or officer key decision form
<b>Standing item: Section 106 and Community Infrastructure Levy funds - to create a budget and release funds</b>	KEY	Cabinet member for affordable housing, development and infrastructure June 2023	Councillor Sue Caul	10 Nov 2017		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet member decision form
<b>UK Shared Prosperity Fund and Rural England Prosperity Fund - to approve a draft action plan to deliver the scheme</b>	KEY	Leader of the Council June 2023	Councillor Bethia Thomas	9 Dec 2022		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Cabinet member decision form
<b>Grounds maintenance and public toilet cleaning services - to provide vehicles for this service</b>	KEY	Cabinet member for finance and property June 2023	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

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<b>Sparsholt Sewage Treatment Works - to replace the existing plant</b>	KEY	Cabinet member for finance and property June 2023	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>Faringdon Leisure Centre - to award a contract to replace the pool filter</b>	KEY	Cabinet member for leisure centres and community buildings June 2023	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>Standing item: Recommendations from other committees - to consider and determine action on any recommendations from other committees</b>	KEY	Cabinet 23 Jun 2023	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>Vale Partnership grant policy – to approve the policy</b>	KEY	Cabinet 23 Jun 2023	Councillor Helen Pighills	6 Feb 2023		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report
<b>Future Oxfordshire Partnership - to approve amended terms of reference and memorandum of association</b>	No	Cabinet 23 Jun 2023	Councillor Neil Fawcett	2 Mar 2023		Patrick Arran <a href="mailto:patrick.arran@southandvale.gov.uk">patrick.arran@southandvale.gov.uk</a>	Cabinet report
<b>Integrated Care Strategy - to endorse the Integrated Care Partnership's priorities</b>	No	Cabinet 23 Jun 2023	Councillor Helen Pighills	20 Jan 2023		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@southandvale.gov.uk</a>	Cabinet report

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<b>Great Western Park Health Centre - to update the various workstreams and delegate authority to enter into an agreement for lease and a funding agreement for the delivery of a health centre. This is likely to be considered in confidential session</b>	KEY	Cabinet 23 Jun 2023	Councillor Andy Crawford	2 Jun 2023		Aileen David <a href="mailto:aileen.david@southandvale.gov.uk">aileen.david@southandvale.gov.uk</a>	Cabinet report
<b>JULY DECISIONS</b>							
<b>Car park refurbishment project - to award a contract for refurbishments</b>	KEY	Cabinet member for finance and property July 2023	Councillor Andy Crawford	24 Feb 2023		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Refugee accommodation - to recommend Council to purchase of accommodation for refugees using the Local Authority Housing Fund</b>	No	Cabinet 3 Jul 2023	Councillor Sue Caul	2 Jun 2023		Adrianna Partridge <a href="mailto:adrianna.partridge@southandvale.gov.uk">adrianna.partridge@southandvale.gov.uk</a>	Cabinet report
<b>Grant funding affordable housing - to review the policy to allocate Section 106 affordable housing funds</b>	KEY	Cabinet 3 Jul 2023	Councillor Sue Caul	16 Jan 2023		Nigel Bower <a href="mailto:nigel.bower@southandvale.gov.uk">nigel.bower@southandvale.gov.uk</a>	Cabinet report

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<b>Software infrastructure - to confirm proposals for the council's software infrastructure</b>	KEY	Cabinet 3 Jul 2023	Councillor Debby Hallett	6 Jun 2023		Mark Minion <a href="mailto:mark.minion@southandvale.gov.uk">mark.minion@southandvale.gov.uk</a>	Cabinet report
<b>Provision of the Home Improvement Agency Service – to award a new contract(s)</b>	KEY	Cabinet member for community health and wellbeing Not before 14 Jul 2023	Councillor Helen Pighills	15 Jun 2023		Phil Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet member decision form
<b>The Council Tax ‘top up’ Support Award</b>	KEY	Cabinet member for finance and property Not before 14 Jul 2023	Councillor Andrew Crawford	15 Jun 2023		Trevor Gaffney <a href="mailto:trevor.gaffney@southandvale.gov.uk">trevor.gaffney@southandvale.gov.uk</a>	Cabinet member decision form
<b>SEPTEMBER DECISIONS</b>							
<b>Joint Local Plan Regulation 18 Part 2 - to approve preferred options for consultation</b>	KEY	Joint Scrutiny Committee 21 Sep 2023  Cabinet 29 Sep 2023	Councillor Andy Foulsham	2 Jun 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 29 Sep 2023	Councillor Andy Crawford	2 Jun 2023		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report

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<b>Drayton Conservation Area - to adopt the Appraisal and Management Plan</b>	No	Cabinet 29 Sep 2023	Councillor Debby Hallett	2 Jun 2023		Samantha Allen <a href="mailto:samantha.allen@southandvale.gov.uk">samantha.allen@southandvale.gov.uk</a>	Cabinet report
<b>Stanford-in-the-Vale Conservation Area - to adopt the Appraisal and Management Plan</b>	No	Cabinet 29 Sep 2023	Councillor Debby Hallett	2 Jun 2023		Samantha Allen <a href="mailto:samantha.allen@southandvale.gov.uk">samantha.allen@southandvale.gov.uk</a>	Cabinet report
<b>2024 DECISIONS</b>							
<b>Play areas - to provide a maintenance service for existing play areas</b>	KEY	Cabinet member for community health and wellbeing February 2024	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