

Cabinet work programme

22 September 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, infrastructure, development and governance
- [Councillor Mark Coleman](#) – Environmental services and waste
- [Councillor Andy Crawford](#) – Finance and property
- [Councillor Debra Dewhurst](#) – Leisure centres and community buildings
- [Councillor Andy Foulsham](#) – Corporate services, policy and programmes
- [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 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.

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
SEPTEMBER 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 property September 2023 Head of development and corporate landlord September 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 affordable housing, infrastructure, development and governance September 2023	Councillor Sue Caul	10 Nov 2017		Mark Hewer mark.hewer@southandvale.gov.uk	Cabinet member decision form
Standing item: Decisions relating to the use of UK Prosperity Funding	KEY	Leader of the Council September 2023	Councillor Bethia Thomas	26 Jun 2023		Nick King nick.king@southandvale.gov.uk	Cabinet member decision form
Home for Ukraine Scheme - to accept government funding to support Ukrainian guests	No	Leader of the Council September 2023	Councillor Bethia Thomas	1 Aug 2023		Louise Birt louise.birt@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 park refurbishment project - to award a contract for refurbishments	KEY	Cabinet member for environmental services and waste September 2023	Councillor Mark Coleman	24 Feb 2023		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 leisure centres and community buildings September 2023	Councillor Debra Dewhurst	18 Nov 2022		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form
White Horse Leisure and Tennis Centre - to award a contract to refurbish the outdoor tennis courts	KEY	Cabinet member for leisure centres and community buildings September 2023	Councillor Debra Dewhurst	4 Aug 2023		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form
Local Authority Housing Fund and Service Family Accommodations housing schemes - to enter into a credit agreement to furnish and equip properties	KEY	Head of finance September 2023	Councillor Andy Crawford	5 Jul 2023		Louise Birt louise.birt@southandvale.gov.uk	Officer key decision form
Food and warmth grants scheme - to accept government grant and approve a policy for this grant scheme	KEY	Deputy chief executive - transformation and operations, Head of finance September 2023	Councillor Helen Pighills	25 Aug 2023		Louise Birt louise.birt@southandvale.gov.uk	Officer key 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
Standing item: Recommendations from other committees - to consider and determine action on any recommendations from other committees	KEY	Cabinet 29 Sep 2023	Relevant Cabinet members	13 Jul 2021		Steve Culliford steve.culliford@southandvale.gov.uk	Cabinet report
Drayton Conservation Area - to adopt the Appraisal and Management Plan	No	Cabinet 29 Sep 2023	Councillor Andy Foulsham	2 Jun 2023		Samantha Allen samantha.allen@southandvale.gov.uk	Cabinet report
Stanford-in-the-Vale Conservation Area - to adopt the Appraisal and Management Plan	No	Cabinet 29 Sep 2023	Councillor Andy Foulsham	2 Jun 2023		Samantha Allen samantha.allen@southandvale.gov.uk	Cabinet report
OCTOBER DECISIONS							
Didcot Local Cycling and Walking Infrastructure Plan - to approve the plan	No	Cabinet member for community health and wellbeing October 2023	Councillor Helen Pighills	1 Aug 2023		Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet member decision form
Sparsholt Sewage Treatment Works - to replace the existing plant	KEY	Head of housing and environment October 2023	Councillor Mark Coleman	13 Jun 2019		John Backley john.backley@southandvale.gov.uk	Officer key 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
--	-------------------------	---	----------------	------------------------------	---	-----------------	--

NOVEMBER DECISIONS

Wantage Leisure Centre - to award a contract to replace glazing as part of the decarbonisation project	KEY	Cabinet member for leisure centres and community buildings November 2023	Councillor Debra Dewhurst	22 Sept 2023		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form
Local Electric Vehicle Infrastructure - to agree a funding arrangement with Oxfordshire County Council	KEY	Cabinet 10 Nov 2023	Councillor Andy Crawford	2 Jun 2023		John Backley john.backley@southandvale.gov.uk	Cabinet report
Treasury Management Outturn 2022/23 - to consider the views of the Joint Audit and Governance Committee and make recommendations to Council	No	Joint Audit and Governance Committee 3 Oct 2023 Cabinet 10 Nov 2023	Councillor Andy Crawford	1 Sep 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Joint Local Plan Regulation 18 Part 2 - to approve preferred options for consultation	KEY	Joint Scrutiny Committee 27 Nov 2023 Cabinet 1 Dec 2023	Councillor Andy Foulsham	2 Jun 2023		Lucy Murfett lucy.murfett@southandvale.gov.uk	Cabinet report
Corporate Plan 2024-2028 - to agree an approach to the new corporate plan	No	Cabinet 1 Dec 2023	Councillor Andy Foulsham	25 Aug 2023		Tim Oruye tim.oruye@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
Car park fees and charges - to approve the fees and charges	KEY	Cabinet 1 Dec 2023	Councillor Mark Coleman	22 Sept 2023		John Backley john.backley@southandvale.gov.uk	Cabinet report
Council tax base - to recommend Council to approve the council tax base	No	Cabinet 1 Dec 2023	Councillor Andy Crawford	22 Sept 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
2024 DECISIONS							
Partnership grants - to award the 2024/25 to 2028/29 revenue grants	KEY	Cabinet member for community health and wellbeing January 2024	Councillor Helen Pighills	22 Sept 2023		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	Cabinet member decision form
Play areas - to provide a maintenance service for existing play areas	KEY	Cabinet member for community health and wellbeing February 2024	Councillor Helen Pighills	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form