

# Cabinet work programme

12 October 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 Cabinet member for climate action and the environment, strategic partnerships and place
- [Councillor Mark Coleman](#) – Deputy Council Leader and Cabinet member for environmental services and waste
- [Councillor Sue Caul](#) – Cabinet member for affordable housing, infrastructure, development and governance
- [Councillor Andy Crawford](#) – Cabinet member for finance and property
- [Councillor Debra Dewhurst](#) – Cabinet member for leisure centres and community buildings
- [Councillor Lucy Edwards](#) – Cabinet member for communications
- [Councillor Neil Fawcett](#) – Cabinet member for economic development
- [Councillor Andy Foulsham](#) – Cabinet member for corporate services, policy and programmes
- [Councillor Diana Lugova](#) – Cabinet member for planning and development management
- [Councillor Helen Pighills](#) – Cabinet member for 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>OCTOBER 2023 DECISIONS</b>							
<b>UK Prosperity Funding - to approve the use of prosperity funds</b>	KEY	Head of development and corporate landlord October 2023	Councillor Neil Fawcett	26 Jun 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Home for Ukraine Scheme - to accept government funding to support Ukrainian guests</b>	No	Leader of the Council October 2023	Councillor Bethia Thomas	1 Aug 2023		Louise Birt <a href="mailto:louise.birt@southandvale.gov.uk">louise.birt@southandvale.gov.uk</a>	Cabinet member decision form
<b>Didcot Local Cycling and Walking Infrastructure Plan - to approve the plan</b>	No	Cabinet member for community health and wellbeing October 2023	Councillor Helen Pighills	1 Aug 2023		Jayne Bolton <a href="mailto:jayne.bolton@southandvale.gov.uk">jayne.bolton@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 October 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>White Horse Leisure and Tennis Centre - to award a contract to refurbish the outdoor tennis courts</b>	KEY	Cabinet member for leisure centres and community buildings October 2023	Councillor Debra Dewhurst	4 Aug 2023		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Food and warmth grants scheme - to accept government grant and approve a policy for this grant scheme</b>	KEY	Deputy chief executive - transformation and operations, Head of finance October 2023	Councillor Helen Pighills	25 Aug 2023		Louise Birt <a href="mailto:louise.birt@southandvale.gov.uk">louise.birt@southandvale.gov.uk</a>	Officer key decision form
<b>Local Authority Housing Fund and Service Family Accommodations housing schemes - to enter into a credit agreement to furnish and equip properties</b>	KEY	Head of finance October 2023	Councillor Andy Crawford	5 Jul 2023		Louise Birt <a href="mailto:louise.birt@southandvale.gov.uk">louise.birt@southandvale.gov.uk</a>	Officer key decision form
<b>NOVEMBER DECISIONS</b>							
<b>Wantage Leisure Centre - to award a contract to replace glazing as part of the decarbonisation project</b>	KEY	Cabinet member for leisure centres and community buildings November 2023	Councillor Debra Dewhurst	22 Sep 2023		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form
<b>Faringdon Leisure Centre - to create a budget from Section 106 funding to provide an artificial turf pitch</b>	KEY	Cabinet member for affordable housing, infrastructure, development and governance Not before 3 Nov 2023	Councillor Sue Caul	6 Oct 2023		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Custodianship and management of countryside land - to award a contract for three sites</b>	KEY	Cabinet member for finance and property Not before 9 Nov 2023	Councillor Andy Crawford	12 Oct 2023		Tim Sonnex <a href="mailto:tim.sonnex@southandvale.gov.uk">tim.sonnex@southandvale.gov.uk</a>	Cabinet member decision form
<b>Treasury Management Outturn 2022/23 - to consider the views of the Joint Audit and Governance Committee and make recommendations to Council</b>	No	Joint Audit and Governance Committee 3 Oct 2023  Cabinet 10 Nov 2023	Councillor Andy Crawford	1 Sep 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Corporate Performance Report and Climate Action Plan Performance Report - Quarter 1, 2023/24</b>	No	Cabinet 10 Nov 2023	Councillor Andy Foulsham	2 Oct 2023		Tim Oruye <a href="mailto:tim.oruye@southandvale.gov.uk">tim.oruye@southandvale.gov.uk</a>	Cabinet report
<b>Budget Monitoring to June 2023 - to note the budget monitoring position to June 2023</b>	No	Cabinet 10 Nov 2023	Councillor Andy Crawford	2 Oct 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>Request for Section 106 funds to Chilton Parish Council - to recommend Council to approve the funding</b>	No	Cabinet 10 Nov 2023	Councillor Sue Caul	12 Oct 2023		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet report

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### DECEMBER DECISIONS

<b>Car park refurbishment project - to award a contract for refurbishments</b>	KEY	Cabinet member for environmental services and waste December 2023	Councillor Mark Coleman	24 Feb 2023		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 - to replace the existing plant</b>	KEY	Head of development and corporate landlord December 2023	Councillor Mark Coleman	13 Jun 2019		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Officer key decision form
<b>Joint Local Plan Regulation 18 Part 2 - to approve preferred options for consultation</b>	KEY	Joint Scrutiny Committee 27 Nov 2023  Cabinet 1 Dec 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 1 Dec 2023	Councillor Andy Crawford	2 Jun 2023		Justin Andrewes <a href="mailto:justin.andrewes@southandvale.gov.uk">justin.andrewes@southandvale.gov.uk</a>	Cabinet report
<b>Car park fees and charges - to approve the fees and charges</b>	KEY	Cabinet 1 Dec 2023	Councillor Mark Coleman	22 Sep 2023		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet report
<b>Council tax base - to recommend Council to approve the council tax base</b>	No	Cabinet 1 Dec 2023	Councillor Andy Crawford	22 Sep 2023		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report

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<b>Council tax reduction scheme - to review the scheme and recommend any changes to Council</b>	No	Cabinet 1 Dec 2023  Council 13 Dec 2023	Councillor Andy Crawford	6 Oct 2023		Trevor Gaffney <a href="mailto:trevor.gaffney@southandvale.gov.uk">trevor.gaffney@southandvale.gov.uk</a>	Cabinet report
<b>The Beacon, Wantage - to consider an appraisal of future service delivery</b>	KEY	Cabinet 19 Dec 2023	Councillor Debra Dewhurst	6 Oct 2023		Andrew Busby <a href="mailto:andrew.busby@southandvale.gov.uk">andrew.busby@southandvale.gov.uk</a>	Cabinet report
<b>2024 DECISIONS</b>							
<b>Partnership grants - to award the 2024/25 to 2028/29 revenue grants</b>	KEY	Cabinet member for community health and wellbeing January 2024	Councillor Helen Pighills	22 Sep 2023		Cheryl Reeves <a href="mailto:cheryl.reeves@southandvale.gov.uk">cheryl.reeves@southandvale.gov.uk</a>	Cabinet member decision form
<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
<b>Corporate Plan 2024-2028 - to agree an approach to the new corporate plan</b>	No	Cabinet 9 Feb 2024	Councillor Andy Foulsham	25 Aug 2023		Tim Oruye <a href="mailto:tim.oruye@southandvale.gov.uk">tim.oruye@southandvale.gov.uk</a>	Cabinet report
<b>Oxfordshire Councils Charter - to adopt the charter</b>	KEY	Cabinet 8 Mar 2024	Councillor Bethia Thomas	12 Oct 2023		Tim Oruye <a href="mailto:tim.oruye@southandvale.gov.uk">tim.oruye@southandvale.gov.uk</a>	Cabinet report

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<b>Tree planting policy - to review the policy for planting trees on council land</b>	KEY	Cabinet 19 Apr 2024	Councillor Andy Crawford	2 Oct 2023		Karen Lister <a href="mailto:karen.lister@southandvale.gov.uk">karen.lister@southandvale.gov.uk</a>	Cabinet report