

Cabinet work programme

4 December 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 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. Alternatively, documents are available at The Abbey House, Abbey Close, Abingdon, OX14 3JE.

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.

In advance of a decision being made, you may also submit documents to the decision-maker.

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 DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES INCLUDING COMMITTEES	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
DECEMBER 2023 DECISIONS							
Sparsholt Sewage Treatment Works - to replace the existing plant	KEY	Head of development and corporate landlord 11 Jul 2019	Councillor Mark Coleman	13 Jun 2019		John Backley john.backley@southandvale.gov.uk	Officer key decision form
Faringdon Leisure Centre - to award a contract to replace the pool filter	KEY	Cabinet member for leisure centres and community buildings 16 Dec 2022	Councillor Debra Dewhurst	18 Nov 2022		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 member for climate action and the environment, strategic partnerships and place 30 Jun 2023	Councillor Andy Crawford	2 Jun 2023		Justin Andrewes justin.andrewes@southandvale.gov.uk	Cabinet member decision form
Didcot Local Cycling and Walking Infrastructure Plan - to endorse the plan	No	Cabinet member for affordable housing, infrastructure, development and governance 29 Aug 2023	Councillor Sue Caul	1 Aug 2023		Jayne Bolton jayne.bolton@southandvale.gov.uk	Cabinet member decision form

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Custodianship and management of countryside land - to award a contract for three sites	KEY	Cabinet member for finance and property 9 Nov 2023	Councillor Andy Crawford	12 Oct 2023		Tim Sonnex tim.sonnex@southandvale.gov.uk	Cabinet member decision form
UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E2: Community and Neighbourhood Infrastructure Projects Funding	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form
UK Shared Prosperity Fund - Assumption of financial risk for UK Shared Prosperity Fund intervention E39: Green Skills Courses	KEY	Leader of the Council 10 Nov 2023	Councillor Bethia Thomas	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Cabinet member decision form
Software licensing agreement - to agree to sign a new three-year Microsoft enterprise software agreement	KEY	Cabinet member for corporate services, policy and programmes 30 Nov 2023	Councillor Andy Foulsham	2 Nov 2023		Simon Turner simon.turner@southandvale.gov.uk	Cabinet member decision form
Car Park Fees 2024/25 - to approve the fees	KEY	Head of development and corporate landlord 4 Dec 2023	Councillor Mark Coleman	22 Sep 2023		John Backley john.backley@southandvale.gov.uk	Officer key decision form
Corporate Performance Report and the Climate Action Plan Performance Report - Quarter 2, 2023/24	No	Cabinet 19 Dec 2023	Councillor Andy Foulsham	22 Nov 2023		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet report

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Budget Monitoring July to September 2023 - to note the budget monitoring position	No	Cabinet 19 Dec 2023	Councillor Andy Crawford	13 Oct 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Budget setting 2024/25 - to receive an update on budget setting for 2024/25	No	Cabinet 19 Dec 2023	Councillor Andy Crawford	22 Nov 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
JANUARY 2024 DECISIONS							
Car park refurbishment project - to award a contract for refurbishments	KEY	Cabinet member for environmental services and waste 24 Mar 2023	Councillor Mark Coleman	24 Feb 2023		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Partnership grants - to award the 2024/25 to 2028/29 revenue grants	KEY	Cabinet member for community health and wellbeing 20 Oct 2023	Councillor Helen Pighills	22 Sep 2023		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	Cabinet member decision form
Wantage Leisure Centre - to award a contract to carry out decarbonisation work	KEY	Cabinet member for leisure centres and community buildings 20 Oct 2023	Councillor Debra Dewhurst	22 Sep 2023		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form
White Horse leisure and Tennis Centre - to award a contract to carry out decarbonisation work	KEY	Cabinet member for leisure centres and community buildings 29 Nov 2023	Councillor Debra Dewhurst	1 Nov 2023		Jan Smith jan.smith@southandvale.gov.uk	Cabinet member decision form

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FEBRUARY DECISIONS

Play areas - to provide a maintenance service for existing play areas	KEY	Cabinet member for community health and wellbeing 12 Aug 2022	Councillor Mark Coleman	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	Cabinet member decision form
Rural England Prosperity Fund - to award round 1 grant funding	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form
Garden waste service - to approve a new approach to the council's garden waste service	KEY	Cabinet 9 Feb 2024	Councillors Mark Coleman and Andy Foulsham	1 Nov 2023	Joint Scrutiny Committee 29 January 2024	Sally Truman, Scott Williams sally.truman@southandvale.gov.uk scott.williams@southandvale.gov.uk	Cabinet report
Empty Homes Policy - to approve a new policy	KEY	Cabinet 9 Feb 2024	Councillor Helen Pighills	4 Dec 2023	Scrutiny Committee January 2024	Phil Ealey phil.ealey@southandvale.gov.uk	Cabinet report
Private Sector Housing Enforcement - to approve a new policy	KEY	Cabinet 9 Feb 2024	Councillor Helen Pighills	4 Dec 2023	Scrutiny Committee January 2024	Phil Ealey phil.ealey@southandvale.gov.uk	Cabinet report
Corporate Plan 2024-2028 - to agree an approach to the new corporate plan	No	Cabinet 9 Feb 2024	Councillor Andy Foulsham	25 Aug 2023	Scrutiny Committee 5 February 2024	Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet report

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Treasury Management Mid-Year Monitoring Report 2023/24 - to consider the report and make recommendations to Council	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Joint Audit and Governance Committee 30 January 2024	Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Treasury Management and Investment Strategy 2024/25 - to recommend Council to approve the strategy	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Joint Audit and Governance Committee 30 January 2024	Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Medium Term Financial Strategy 2024/25 to 2028/29 - to recommend Council to approve the strategy	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Capital Strategy 2024/25 to 2033/34 - to recommend Council to approve the strategy	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
Revenue Budget 2024/25 and Capital Programme 2024/25 to 2028/29 - to recommend the budget to Council	No	Cabinet 9 Feb 2024	Councillor Andy Crawford	23 Oct 2023	Scrutiny Committee 5 February 2024	Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet report
The Beacon, Wantage - to consider an appraisal of future service delivery	KEY	Cabinet 9 Feb 2024	Councillor Debra Dewhurst	6 Oct 2023	Scrutiny Committee 5 December 2023	Andrew Busby andrew.busby@southandvale.gov.uk	Cabinet report

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MARCH DECISIONS

Housing Delivery Strategy Action Plan - to review the action plan	No	Cabinet 8 Mar 2024	Councillor Sue Caul	4 Dec 2023		Nigel Bower nigel.bower@southandvale.gov.uk	Cabinet report
Oxfordshire Councils Charter - to adopt the charter	KEY	Cabinet 8 Mar 2024	Councillor Bethia Thomas	12 Oct 2023		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet report
Didcot Technology Park - to recommend Council to adopt a local development order	No	Cabinet 8 Mar 2024	Councillors Diana Lugova	4 Dec 2023		Adrian Butler adrian.butler@southandvale.gov.uk	Cabinet report

APRIL DECISIONS

UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E3: Creation of/Improvements to Green Spaces	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form
UK Shared Prosperity Fund - to award a contract to deliver UK Shared Prosperity Fund intervention E29: Supporting Decarbonisation	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form

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Waste Vehicle Purchasing Strategy - to approve a strategy	KEY	Cabinet 19 Apr 2024	Councillor Mark Coleman	4 Dec 2023	Joint Scrutiny Committee 25 March 2024	Scott Williams scott.williams@southandvale.gov.uk	Cabinet report
Tree planting policy - to review the policy for planting trees on council land	KEY	Cabinet 19 Apr 2024	Councillor Andy Crawford	2 Oct 2023		Karen Lister karen.lister@southandvale.gov.uk	Cabinet report
JULY DECISIONS							
Rural England Prosperity Funding - to award round 2 grant funding	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form
UK Shared Prosperity Fund - to award grant funding under UK Shared Prosperity Fund intervention E22: Enterprise Infrastructure and Employment/Innovation sites	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King nick.king@southandvale.gov.uk	Officer key decision form
SUMMER 2024 DECISIONS							
Waste and Street Cleansing Strategy and Service - to approve the strategy	KEY	Cabinet July 2024	Councillor Mark Coleman	4 Dec 2023		Scott Williams scott.williams@southandvale.gov.uk	Cabinet report