

# Cabinet work programme

22 March 2024



## 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
- the earliest date those decisions can 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 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). 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](mailto: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 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>MARCH 2024 DECISIONS</b>							
<b>Sparsholt Sewage Treatment Works - to replace the existing plant</b>	KEY	Head of development and corporate landlord 11 Jul 2019	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>Play areas - to provide a maintenance service for existing play areas</b>	KEY	Cabinet member for community health and wellbeing 12 Aug 2022	Councillor Mark Coleman	15 Jul 2022		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	Leader of the Council 16 Dec 2022	Councillor Bethia Thomas	18 Nov 2022		Jan Smith <a href="mailto:jan.smith@southandvale.gov.uk">jan.smith@southandvale.gov.uk</a>	Cabinet member decision form
<b>Car park refurbishment project - to award a contract for refurbishments</b>	KEY	Cabinet member for environmental services and waste 24 Mar 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>Custodianship and management of countryside land - to award a contract for three sites</b>	KEY	Cabinet member for finance and property 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

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<b>UK Shared Prosperity Fund - Assumption of financial risk for UK Shared Prosperity Fund intervention E39: Green Skills Courses</b>	KEY	Leader of the Council 10 Nov 2023	Councillor Bethia Thomas	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Cabinet member decision form
<b>Electoral Management System - to award a contract to procure the system</b>	KEY	Head of legal and democratic 7 Feb 2024	Councillor Sue Caul	10 Jan 2024		Steven Corrigan <a href="mailto:steven.corrigan@southandvale.gov.uk">steven.corrigan@southandvale.gov.uk</a>	Officer key decision form
<b>HR and Payroll System - to procure a new system</b>	KEY	Cabinet member for corporate services, policy and programmes 9 Feb 2024	Councillor Andy Foulsham	12 Jan 2024		Abigail Witting <a href="mailto:abigail.witting@southandvale.gov.uk">abigail.witting@southandvale.gov.uk</a>	Cabinet member decision form
<b>Section 106 funding - to consider an application by Wantage Town Football Club</b>	KEY	Cabinet member for affordable housing, infrastructure, development and governance 29 Feb 2024	Councillor Sue Caul	1 Feb 2024		Mark Hewer <a href="mailto:mark.hewer@southandvale.gov.uk">mark.hewer@southandvale.gov.uk</a>	Cabinet member decision form
<b>Wantage Leisure Centre and White Horse Leisure and Tennis Centre - to award contracts to carry out decarbonisation work</b>	KEY	Cabinet member for finance and property Not before 11 Mar 2024	Councillor Andy Crawford	20 Feb 2024		Ben Whaymand <a href="mailto:ben.whaymand@southandvale.gov.uk">ben.whaymand@southandvale.gov.uk</a>	Cabinet member decision form

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<b>Waste transfer station and reprocessing of mixed dry recycling - to approve the procurement of contracts</b>	KEY	Cabinet member for environmental services and waste 19 Mar 2024	Councillor Mark Coleman	20 Feb 2024		William Maxwell, Scott Williams Email: <a href="mailto:william.maxwell@southandvale.gov.uk">william.maxwell@southandvale.gov.uk</a> <a href="mailto:scott.williams1@southandvale.gov.uk">scott.williams1@southandvale.gov.uk</a>	Cabinet member decision form
<b>APRIL DECISIONS</b>							
<b>UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E2: Community and Neighbourhood Infrastructure Projects Funding</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>UK Shared Prosperity Fund - to award UK Shared Prosperity Fund E3: Creation of/Improvements to Green Spaces</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form

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<b>UK Shared Prosperity Fund - to award funding to deliver UK Shared Prosperity Fund intervention E29: Supporting Decarbonisation</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Hackney Carriage Tariff - to approve a new tariff</b>	KEY	Cabinet 19 Apr 2024	Councillor Helen Pighills	20 Feb 2024		Laura Driscoll <a href="mailto:laura.driscoll@southandvale.gov.uk">laura.driscoll@southandvale.gov.uk</a>	Cabinet report
<b>Waste Vehicle Purchasing Strategy - to approve a strategy</b>	KEY	Cabinet 19 Apr 2024	Councillor Mark Coleman	4 Dec 2023	Joint Scrutiny Committee 25 March 2024	Scott Williams <a href="mailto:scott.williams1@southandvale.gov.uk">scott.williams1@southandvale.gov.uk</a>	Cabinet report
<b>Housing Delivery Strategy Action Plan - to review the action plan</b>		Cabinet 19 Apr 2024	Councillor Sue Caul	4 Dec 2023		Nigel Bower <a href="mailto:nigel.bower@southandvale.gov.uk">nigel.bower@southandvale.gov.uk</a>	Cabinet report
<b>Private Sector Housing Enforcement - to approve a new policy</b>	KEY	Cabinet 19 Apr 2024	Councillor Helen Pighills	4 Dec 2023		Phil Ealey <a href="mailto:phil.ealey@southandvale.gov.uk">phil.ealey@southandvale.gov.uk</a>	Cabinet report
<b>Didcot Garden Town update, draft green infrastructure strategy and draft wayfinding strategy</b>	KEY	Cabinet 19 Apr 2024	Councillor Sue Caul	10 Jan 2024		Charlotte Cottingham <a href="mailto:Charlotte.cottingham@southandvale.gov.uk">Charlotte.cottingham@southandvale.gov.uk</a>	Cabinet report

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<b>Section 106 funding - to consider a funding application for sports facilities at Milton</b>	KEY	Cabinet 19 Apr 2024	Councillor Sue Caul	10 Jan 2024		David Cookson <a href="mailto:david.cookson@southandvale.gov.uk">david.cookson@southandvale.gov.uk</a>	Cabinet report
<b>Budget Monitoring - to consider the quarter 3 monitoring report</b>		Cabinet 19 Apr 2024	Councillor Andy Crawford	29 Feb 2024		Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Cabinet report
<b>JUNE DECISIONS</b>							
<b>Tree planting policy - to review the policy for planting trees on council land</b>	KEY	Cabinet 28 Jun 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
<b>Oxfordshire Councils Charter - to adopt the charter</b>	KEY	Cabinet 28 Jun 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
<b>Didcot Technology Park - to recommend Council to adopt a local development order</b>		Cabinet 28 Jun 2024	Councillors Diana Lugova	4 Dec 2023		Adrian Butler <a href="mailto:adrian.butler@southandvale.gov.uk">adrian.butler@southandvale.gov.uk</a>	Cabinet report

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<b>Five Councils Partnership - to recommend Council to approve contract exit options. (This is likely to be an exempt decision under categories 3 and 5.)</b>		Cabinet 28 Jun 2024	Councillor Bethia Thomas	20 Feb 2024		Susan Harbour <a href="mailto:susan.harbour@southandvale.gov.uk">susan.harbour@southandvale.gov.uk</a>	Cabinet report
<b>New Depot: site, professional services and budget - to approve the preferred site, seek delegation to enter into an Agreement for Lease, and award the Professional Services contract. (This</b>	KEY	Cabinet 28 Jun 2024	Councillor Andy Crawford	29 Feb 2024	Scrutiny Committee 11 June 2024	Aileen Sparling <a href="mailto:aileen.sparling@southandvale.gov.uk">aileen.sparling@southandvale.gov.uk</a>	Cabinet report
<b>JULY DECISIONS</b>							
<b>Rural England Prosperity Funding - to award round 2 grant funding</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form



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<b>UK Shared Prosperity Fund - to award funding under UK Shared Prosperity Fund intervention E22: Enterprise Infrastructure and Employment/Innovation sites</b>	KEY	Head of development and corporate landlord 10 Nov 2023	Councillor Neil Fawcett	13 Oct 2023		Nick King <a href="mailto:nick.king@southandvale.gov.uk">nick.king@southandvale.gov.uk</a>	Officer key decision form
<b>Waste and Street Cleansing Strategy and Service - to approve the strategy</b>	KEY	Cabinet July 2024	Councillor Mark Coleman	4 Dec 2023		Scott Williams <a href="mailto:scott.williams1@southandvale.gov.uk">scott.williams1@southandvale.gov.uk</a>	Cabinet report