

# Cabinet work programme

26 July 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, nature recovery and strategic partnerships
- [Councillor Mark Coleman](#) – Deputy Council Leader and Cabinet member for environmental services and waste
- [Councillor Sue Caul](#) – Cabinet member for housing, leisure facilities and community buildings
- [Councillor Andy Crawford](#) – Cabinet member for finance and property
- [Councillor Lucy Edwards](#) – Cabinet member for communications, customer services, legal and democratic
- [Councillor Neil Fawcett](#) – Cabinet member for economic development, workplace and IT
- [Councillor Andy Foulsham](#) – Cabinet member for policy and programmes
- [Councillor Diana Lugova](#) – Cabinet member for planning
- [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	TYPE OF DECISION
<b>2024 DECISIONS</b>							
<b>Faringdon Leisure Centre - to award a contract to replace the pool filter</b>	KEY	Cabinet member for Housing, leisure facilities and community buildings 16 Dec 2022	Councillor Bethia Thomas	18 Nov 2022		Jan Smith jan.smith@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<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 nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision
<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 nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision

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	TYPE OF DECISION
<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 nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision
<b>Section 106 funding - to consider an application by Wantage Town Football Club</b>	KEY	Cabinet member for finance and property 29 Feb 2024	Councillor Sue Caul	1 Feb 2024		Mark Hewer mark.hewer@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>White Horse Leisure and Tennis Centre - to award a contract to refurbish the cafe and toilets</b>	KEY	Cabinet member for Housing, leisure facilities and community buildings 16 May 2024		17 Apr 2024	Councillor Andy Crawford	Ben Whaymand ben.whaymand@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Wantage Leisure Centre - to award a contract to refurbish the wet side changing facilities</b>	KEY	Cabinet member for Housing, leisure facilities and community buildings 16 May 2024		17 Apr 2024	Councillor Andy Crawford	Ben Whaymand ben.whaymand@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Project Management of Passive Fire Protection at Abbey House, Abingdon (This is likely to be an exempt decision under category 3.)</b>	KEY	Head of development and corporate landlord 15 May 2024		17 Apr 2024	Councillor Andy Crawford	Angela Baker angela.baker@southandvale.gov.uk	Delegated Authority - Officers Decision

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	TYPE OF DECISION
--	-------------------------	---	----------------	------------------------------	---	-----------------	------------------

### JUNE 2024 DECISIONS

<b>S106 funding application – Shrivenham Parish Council</b>	KEY	Cabinet member for finance and property 7 Jun 2024		10 May 2024	Councillor Sue Caul	Julie Perrin julie.perrin@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Delegated Authority to agree use of UKSPF intervention E2 funds</b>	KEY	Head of development and corporate landlord 19 Jun 2024		16 May 2024		Nick King nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision
<b>Provision and monitoring arrangements of public space CCTV</b> To agree the proposed approach.	KEY	Cabinet 28 Jun 2024		28 Mar 2024	Councillor Helen Pighills	Diane Foster diane.foster@southandvale.gov.uk	Cabinet decision
<b>Oxfordshire Councils Charter - to adopt the charter</b>	KEY	Cabinet 28 Jun 2024	Councillor Bethia Thomas	12 Oct 2023		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet decision
<b>Five Councils Partnership - to recommend Council to approve contract exit options. (This is likely to be an exempt decision under category 3.)</b>		Cabinet 28 Jun 2024	Councillor Bethia Thomas	20 Feb 2024		Susan Harbour susan.harbour@southandvale.gov.uk	Cabinet decision

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	TYPE OF DECISION
<b>New Waste Vehicle Depot - to approve the preferred site and seek delegation to enter into an Agreement for Lease. (This is likely to be an exempt decision under category 3.)</b>	KEY	Cabinet 28 Jun 2024	Councillor Andy Crawford	29 Feb 2024	Scrutiny Committee 11 June 2024	Andrew Busby andrew.busby@southandvale.gov.uk	Cabinet decision
<b>Blewbury Conservation Area - to adopt the revised conservation area boundary and associated appraisal and management plan document</b>		Cabinet 28 Jun 2024	Councillor Andy Foulsham	1 May 2024		Samantha Allen samantha.allen@southandvale.gov.uk	Cabinet decision
<b>Review of the Future Oxfordshire Partnership (FOP)</b>	KEY	Cabinet 28 Jun 2024		17 Jun 2024		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Cabinet decision
<b>JULY 2024 DECISIONS</b>							
<b>Local Authority Housing Fund - Round 3</b>	KEY	Cabinet 28 Jun 2024 Council 17 Jul 2024		30 May 2024		Simon Hewings simon.hewings@southandvale.gov.uk	Cabinet decision
<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 nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision

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	TYPE OF DECISION
<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 nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision
<b>Garden Waste Permit Scheme Contract Award</b>	KEY	Cabinet member for environmental services and waste Not before 28 Jul 2024		1 Jul 2024		Megan Phelps megan.phelps@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Automated Switchboard procurement</b> To approve purchase of automated switchboard software as an addition to our existing contact centre software	KEY	Cabinet member for Communications, customer services, legal and democratic 31 Jul 2024	Councillor Lucy Edwards	1 Jul 2024		Sally Truman sally.truman@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>AUGUST 2024 DECISIONS</b>							
<b>CIL funding for Cotman Close, Abingdon</b> To approve the use of funds identified for the replacement of the play equipment	KEY	Head of development and corporate landlord Not before 1 Aug 2024	Councillor Mark Coleman	3 Jul 2024		John Backley john.backley@southandvale.gov.uk	Delegated Authority - Officers Decision

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	TYPE OF DECISION
<p><b>Cotman Close play area refurbishment</b></p> <p>To approve the award of the contract for the refurbishment.</p>	KEY	Head of development and corporate landlord Not before 1 Aug 2024	Councillor Mark Coleman	3 Jul 2024		John Backley john.backley@southandvale.gov.uk	Delegated Authority - Officers Decision
<p><b>Professional Services Consultancy Appointment for the New Waste Vehicle Depot Project</b></p>	KEY	Cabinet member for finance and property Not before 13 Aug 2024		15 Jul 2024		Andrew Busby andrew.busby@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<p><b>White Horse Leisure &amp; Tennis Centre and Wantage Leisure Centre Salix Phase 3b Decarbonisation Projects</b></p>	KEY	Head of finance Not before 14 Aug 2024	Head of Development and Corporate Landlord Councillor Andrew Crawford	15 Jul 2024		Ben Whaymand ben.whaymand@southandvale.gov.uk	Delegated Authority - Officers Decision
<p><b>Energy Procurement Contact via framework provider 'Laser'</b></p> <p>To approve the renewal of access to the Laser Framework as the current contract is due to expire on 31st March 2025.</p>	KEY	Cabinet member for finance and property Not before 26 Aug 2024	Councillor Andrew Crawford	26 Jul 2024		James Devlin james.devlin@southandvale.gov.uk	Delegated Individual Cabinet Member Decision



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	TYPE OF DECISION
<p><b>Procurement of new cloud based Geographic Information System (GIS) mapping software.</b> To approve the procurement of a new software-as-a-service GIS to replace legacy hosted system on Capita network, in line with the Technology Strategy.</p>	KEY	Head of corporate services Not before 26 Aug 2024	Councillor Neil Fawcett	26 Jul 2024		Simon Turner simon.turner@southandvale.gov.uk	Delegated Authority - Officers Decision
<b>AUTUMN DECISIONS</b>							
<b>Operational Net Zero Target - to review the target</b>	KEY	Cabinet 27 Sep 2024		17 Apr 2024	Councillor Bethia Thomas	Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet decision
<b>District Net Zero Target - to review the target</b>	KEY	Cabinet 27 Sep 2024		17 Apr 2024	Councillor Bethia Thomas	Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet decision
<b>Waste resources and street cleaning strategy</b> Prurpose: to approve the strategy		Cabinet September 2024		17 Apr 2024	Councillor Mark Coleman	Scott Williams scott.williams1@southandvale.gov.uk	Cabinet decision
<b>Vale Local Plan Part 2 Review</b>	KEY	Cabinet 27 Sep 2024		30 May 2024		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet decision

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	TYPE OF DECISION
<b>Car park options appraisal</b> To agree the way forward for the car park service from 1 October 2025	KEY	Cabinet 27 Sep 2024	Councillor Mark Coleman	1 Jul 2024	Joint Scrutiny 16 September 2024 Council 23 October 2024	John Backley john.backley@south andvale.gov.uk	Cabinet decision
<b>Didcot Technology Park - to recommend Council to adopt a local development order</b>		Cabinet 27 Sep 2024	Councillors Diana Lugova	4 Dec 2023		Stuart Walker stuart.walker@south andvale.gov.uk	Cabinet decision
<b>Provision of annual asset valuation services - contract award</b>	KEY	Cabinet member for finance and property 1 Oct 2024	Councillor Andrew Crawford	26 Jul 2024		Ben Border	Delegated Individual Cabinet Member Decision
<b>Regulation 19 draft Joint Local Plan</b>	KEY	Cabinet 18 Oct 2024	Joint Scrutiny Committee	30 May 2024		Lucy Murfett lucy.murfett@southa ndvale.gov.uk	Cabinet decision
<b>Leisure Facilities Strategy and Playing Pitch Strategy - to adopt the strategies</b>		Cabinet 18 Oct 2024	Councillor Bethia Thomas	1 May 2024	Scrutiny Committee 24 September 2024	Tom Rice tom.rice@southandv ale.gov.uk	Cabinet decision
<b>Waste delivery mechanism post June 2026</b>	KEY	Cabinet 18 Oct 2024	Councillor Mark Coleman	4 Dec 2023		Scott Williams scott.williams1@sou thandvale.gov.uk	Cabinet decision
<b>Treasury management outturn</b> To inform the Cabinet of the Treasury Management outturn position for 2023/24		Cabinet 18 Oct 2024	Joint Governance and Audit Committee 15 October 2024	16 May 2024		Anna Winship anna.winship@sout handvale.gov.uk	Cabinet decision

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	TYPE OF DECISION
<b>Budget scene setting</b> To inform the Cabinet of the proposed budget setting scene and process to be followed for 2025/26 to 2029/30		Cabinet 18 Oct 2024	Scrutiny Committee - September	16 May 2024		Anna Winship anna.winship@southandvale.gov.uk	Cabinet decision
<b>Q1 Budget monitoring report April - June 2024</b> To report revenue and capital expenditure against budget for the period April 2024 – June 2024 and latest year end forecast by heads of service		Cabinet 18 Oct 2024		16 May 2024		Anna Winship anna.winship@southandvale.gov.uk	Cabinet decision
<b>Corporate Plan</b>	KEY	Cabinet 18 Oct 2024 Council 23 Oct 2024		30 May 2024		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet decision
<b>Procurement Strategy and Tender Evaluation Policy - to approve the strategy and policy</b>	KEY	Cabinet 29 Nov 2024	Councillor Andrew Crawford	26 Jul 2024		Ben Watson ben.watson@southandvale.gov.uk	Cabinet decision
<b>Tree planting policy - to review the policy for planting trees on council land</b>	KEY	Cabinet 20 Dec 2024	Councillor Andy Crawford	2 Oct 2023		Karen Lister karen.lister@southandvale.gov.uk	Cabinet decision