

Cabinet work programme

1 October 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 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 EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES INCLUDING COMMITTEES	CONTACT OFFICER	TYPE OF DECISION
2024 DECISIONS							
Faringdon Leisure Centre - to award a contract to replace the pool filter	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
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	Delegated Authority - Officers Decision
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	Delegated Authority - Officers Decision
Section 106 funding - to consider an application by Wantage Town Football Club	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

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White Horse Leisure and Tennis Centre - to award a contract to refurbish the cafe and toilets	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
Wantage Leisure Centre - to award a contract to refurbish the wet side changing facilities	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
Delegated Authority to agree use of UKSPF intervention E2 funds	KEY	Head of development and corporate landlord 19 Jun 2024		16 May 2024		Nick King nick.king@southandvale.gov.uk	Delegated Authority - Officers Decision
UK Shared Prosperity Fund - to award 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	Delegated Authority - Officers Decision
CIL funding for Cotman Close, Abingdon 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	

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<p>Cotman Close play area refurbishment</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	
<p>Professional Services Consultancy Appointment for the New Waste Vehicle Depot Project</p>	KEY	Cabinet member for finance and property Not before 13 Aug 2024		15 Jul 2024		Andrew Busby andrew.busby@southandvale.gov.uk	
<p>White Horse Leisure & Tennis Centre and Wantage Leisure Centre Salix Phase 3b Decarbonisation Projects</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>Energy Procurement Contact via framework provider 'Laser'</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

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<p>Procurement of new cloud based Geographic Information System (GIS) mapping software. 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
<p>LEVI - Electric Vehicle Chargers</p>	KEY	Cabinet member for environmental services and waste Not before 27 Aug 2024		26 Jul 2024		John Backley john.backley@southandvale.gov.uk	
SEPTEMBER DECISIONS							
<p>Contract for housing specialist repair and maintenance, including housing void refurbishments. This decision is likely to be an exempt decision under paragraph 3 to Schedule 12A of the Local Government Act 1972</p>	KEY	Cabinet member for finance and property Not before 17 Sep 2024	Councillor Andrew Crawford	19 Aug 2024		Andrew Busby andrew.busby@southandvale.gov.uk	Delegated Individual Cabinet Member Decision

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Regulation 19 Draft Joint Local Plan	KEY	Cabinet 18 Sep 2024 Council 18 Sep 2024		30 May 2024		Lucy Murfett lucy.murfett@southandvale.gov.uk	Cabinet decision
Procurement of specialist IT consulting services to assist in the exit of the 5C IT contract and formation at new inhouse IT service. To approve the procurement of specialist consulting organisation to provide consulting, advisory and support services to support the exit of IT from the 5C contract.	KEY	Head of corporate services Not before 20 Sep 2024	Councillor Neil Fawcett	23 Aug 2024		Simon Turner simon.turner@southandvale.gov.uk	Delegated Authority - Officers Decision
Waste vehicles purchase 2025 (This decision is likely to be an exempt decision under paragraph 3 to Schedule 12A of the Local Government Act 1972.) To approve the procurement of specialist consulting organisation to provide consulting, advisory and support services to support the exit of IT from the 5C contract.	KEY	Cabinet member for environmental services and waste 22 Sep 2024	Councillor Mark Coleman	23 Aug 2024		William Maxwell, Scott Williams Email: william.maxwell@southandvale.gov.uk, scott.williams1@southandvale.gov.uk	Delegated Individual Cabinet Member Decision

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Operational Net Zero Target - to review the target	KEY	Cabinet 27 Sep 2024		17 Apr 2024	Councillor Bethia Thomas	Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet decision
District Net Zero Target - to review the target	KEY	Cabinet 27 Sep 2024		17 Apr 2024	Councillor Bethia Thomas	Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet decision
Waste resources and street cleaning strategy Prurpose: to approve the strategy		Cabinet 27 Sep 2024		17 Apr 2024	Councillor Mark Coleman	Scott Williams scott.williams1@southandvale.gov.uk	Cabinet decision
Vale Local Plan Part 2 Review	KEY	Cabinet 27 Sep 2024		30 May 2024		Ricardo Rios ricardo.rios@southandvale.gov.uk	Cabinet decision
Didcot Technology Park - to recommend Council to adopt a local development order		Cabinet 27 Sep 2024	Councillors Diana Lugova	4 Dec 2023		Stuart Walker stuart.walker@southandvale.gov.uk	Cabinet decision
OCTOBER DECISIONS							
Cost Consultancy service for leisure decarbonisation projects	KEY	Cabinet member for finance and property 16 Oct 2024	Councillor Andrew Crawford	18 Sep 2024		John McLeod john.mcleod@southandvale.gov.uk	Delegated Individual Cabinet Member Decision

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Car park options appraisal To agree the way forward for the car park service from 1 October 2025	KEY	Cabinet 18 Oct 2024 Council 23 Oct 2024	Councillor Mark Coleman	1 Jul 2024	Joint Scrutiny 16 September 2024 Council 23 October 2024	John Backley john.backley@southandvale.gov.uk	Cabinet decision
Future Delivery of Household Waste and Street Cleansing Services	KEY	Cabinet 18 Oct 2024	Councillor Mark Coleman	4 Dec 2023		Scott Williams scott.williams1@southandvale.gov.uk	Cabinet decision
Treasury management outturn 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@southandvale.gov.uk	
Budget scene setting 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
Q1 Budget monitoring report April - June 2024 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

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<p>Procurement of Legal Services Case Management solution To approve the procurement of a software-as-a-service legal case management system which adheres to the principles of the councils Technology Strategy</p>	KEY	Head of corporate services 25 Oct 2024		18 Sep 2024		Simon Turner simon.turner@southandvale.gov.uk	
<p>All Saints (Coleshill) Closed Churchyard Boundary Wall Remedials To carry out the required boundary wall remedials</p>	KEY	Head of development and corporate landlord Not before 29 Oct 2024 Cabinet member for finance and property Not before 29 Oct 2024		30 Sep 2024	Cabinet member for Environmental services and waste	Andrew Busby andrew.busby@southandvale.gov.uk	
<p>Procurement of a network supplier to support the councils' Local and Wide area networks To approve the procurement of a network supplier and maintenance partner to support the councils' local and wide area network installations that are required as a result of the exit from the Capita 5C IT contract.</p>	KEY	Head of corporate services		30 Sep 2024	Cabinet member for corporate services	Simon Turner simon.turner@southandvale.gov.uk	

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Procurement of new Licensing Software To approve the procurement of a new Licensing application to replace legacy hosted system.	KEY	Head of corporate services		30 Sep 2024		Simon Turner simon.turner@southandvale.gov.uk	
NOVEMBER DECISIONS							
Leisure Facilities Strategy and Playing Pitch Strategy - to adopt the strategies		Cabinet 29 Nov 2024	Councillor Bethia Thomas	1 May 2024	Scrutiny Committee 24 September 2024	Tom Rice tom.rice@southandvale.gov.uk	Cabinet decision
Procurement Strategy and Tender Evaluation Policy - to approve the strategy and policy	KEY	Cabinet 29 Nov 2024	Councillor Andrew Crawford	26 Jul 2024		Ben Watson ben.watson@southandvale.gov.uk	Cabinet decision
Council Tax base setting 2025/26		Cabinet 29 Nov 2024 Council 18 Dec 2024	Councillor Andrew Crawford	18 Sep 2024		Trevor Gaffney trevor.gaffney@southandvale.gov.uk	Cabinet decision

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<p>Council Tax Reduction Scheme (CTR) 2025/26 - Backdating rules To approve the report to extend the period in which a new claim for CTR can be backdated from the current six months to 12 months, where good cause has been demonstrated.</p>		<p>Cabinet 29 Nov 2024</p> <p>Council 18 Dec 2024</p>		30 Sep 2024		Trevor Gaffney trevor.gaffney@southhandvale.gov.uk	
WINTER DECISIONS							
<p>Car park fees and charges 2025</p>	KEY	Cabinet 20 Dec 2024	Councillor Mark Coleman	10 Sep 2024	Joint scrutiny and possibly Climate Emergency Advisory Committee	John Backley john.backley@southandvale.gov.uk	Cabinet decision
<p>Budget setting 2025/26 update To provide an update on the 2025/26 budget setting process</p>		Cabinet 20 Dec 2024		30 Sep 2024		Anna Winship anna.winship@southhandvale.gov.uk	

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<p>Q2 budget monitoring report To provide an update on the financial position as at end of Q2 2024/25</p>		Cabinet 20 Dec 2024		30 Sep 2024		Anna Winship anna.winship@southandvale.gov.uk	
<p>Section 106 funding - to consider an application by Drayton Parish Council To approve the award of developer contributions to Drayton Parish Council, towards sports pitches and cricket wicket at Walnut Meadow open space, Drayton</p>	KEY	Cabinet member for finance and property 18 Dec 2024		30 Sep 2024		David Cookson david.cookson@southandvale.gov.uk	
<p>Future Direction of The Beacon – update on action plan agreed at February 24 Cabinet</p>	NON	Cabinet 31 Jan 2025	Councillor Helen Pighills Scrutiny Committee 28/01/2025	18 Sep 2024		Daniel Harrison daniel.harrison@southandvale.gov.uk	Cabinet decision
<p>Corporate Plan</p>	KEY	Cabinet 31 Jan 2025 Council 12 Feb 2025		30 May 2024		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet decision
<p>Arts and Cultural Strategy To approve the strategy</p>	NON	Cabinet 7 Mar 2025		30 Sep 2024		Daniel Harrison daniel.harrison@southandvale.gov.uk	Cabinet decision

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