

Cabinet work programme

17 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 | Councillor Sue Caul | 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 | Councillor Sue Caul | 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 | Councillor Neil Fawcett | 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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| Professional Services Consultancy Appointment for the New Waste Vehicle Depot Project | KEY | Cabinet member for finance and property Not before 13 Aug 2024 | Councillor Andy Crawford | 15 Jul 2024 | | Andrew Busby andrew.busby@southandvale.gov.uk | |
| White Horse Leisure & Tennis Centre and Wantage Leisure Centre Salix Phase 3b Decarbonisation Projects | KEY | Head of finance Not before 14 Aug 2024 | Head of Development and Corporate Landlord Councillor Andy Crawford | 15 Jul 2024 | | Ben Whaymand ben.whaymand@southandvale.gov.uk | Delegated Authority - Officers Decision |
| 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. | 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 |
| LEVI - Electric Vehicle Chargers | KEY | Cabinet member for environmental services and waste Not before 27 Aug 2024 | Councillor Mark Coleman | 26 Jul 2024 | | John Backley john.backley@southandvale.gov.uk | |

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| 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 | KEY | Cabinet member for finance and property Not before 17 Sep 2024 | Councillor Andy Crawford | 19 Aug 2024 | | Andrew Busby andrew.busby@southandvale.gov.uk | Delegated Individual Cabinet Member Decision |
| Regulation 19 Draft Joint Local Plan | KEY | Cabinet 18 Sep 2024 Council 18 Sep 2024 | Councillor Andy Foulsham | 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 |

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| <p>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.</p> | KEY | Cabinet member for environmental services and waste 22 Sep 2024 | Councillor Mark Coleman | 23 Aug 2024 | | Scott Williams, William Maxwell scott.williams1@southandvale.gov.uk, Email: william.maxwell@southandvale.gov.uk | Delegated Individual Cabinet Member Decision |
| OCTOBER DECISIONS | | | | | | | |
| <p>Cost Consultancy service for leisure decarbonisation projects</p> | KEY | Cabinet member for finance and property 16 Oct 2024 | Councillor Andy Crawford | 18 Sep 2024 | | John McLeod john.mcleod@southandvale.gov.uk | Delegated Individual Cabinet Member Decision |
| <p>Car park options appraisal To agree the way forward for the car park service from 1 October 2025</p> | KEY | Cabinet 18 Oct 2024 Council 23 Oct 2024 | Councillor Mark Coleman | 1 Jul 2024 | | John Backley john.backley@southandvale.gov.uk | Cabinet decision |
| <p>Future Delivery of Household Waste and Street Cleansing Services</p> | KEY | Cabinet 18 Oct 2024 | Councillor Mark Coleman | 4 Dec 2023 | | Scott Williams scott.williams1@southandvale.gov.uk | Cabinet decision |

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| 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 | Councillor Andy Crawford | 16 May 2024 | | Anna Winship anna.winship@southandvale.gov.uk | Cabinet decision |
| 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 | KEY | Head of corporate services 25 Oct 2024 | Councillor Neil Fawcett | 18 Sep 2024 | | Simon Turner simon.turner@southandvale.gov.uk | |

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| <p>All Saints (Coleshill) Closed Churchyard Boundary Wall Remedials To carry out the required boundary wall remedials</p> | KEY | <p>Head of development and corporate landlord Not before 29 Oct 2024</p> <p>Cabinet member for finance and property Not before 29 Oct 2024</p> | Councillor Andy Crawford | 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 October 2024 | Councillor Neil Fawcett | 30 Sep 2024 | | Simon Turner simon.turner@southandvale.gov.uk | |
| NOVEMBER DECISIONS | | | | | | | |
| <p>Leisure Facilities Strategy and Playing Pitch Strategy - to adopt the strategies</p> | | Cabinet 29 Nov 2024 | Councillor Bethia Thomas | 1 May 2024 | Scrutiny Committee 24 September 2024 | Tom Rice tom.rice@southandvale.gov.uk | Cabinet decision |

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| Procurement Strategy and Tender Evaluation Policy - to approve the strategy and policy | KEY | Cabinet 29 Nov 2024 | Councillor Andy 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 Andy Crawford | 18 Sep 2024 | | Trevor Gaffney trevor.gaffney@southandvale.gov.uk | Cabinet decision |
| 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. | | Cabinet 29 Nov 2024 Council 18 Dec 2024 | Councillor Andy Crawford | 30 Sep 2024 | | Trevor Gaffney trevor.gaffney@southandvale.gov.uk | |
| WINTER DECISIONS | | | | | | | |
| Car park fees and charges 2025 | 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 |

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| Budget setting 2025/26 update To provide an update on the 2025/26 budget setting process | | Cabinet 20 Dec 2024 | Councillor Andy Crawford | 30 Sep 2024 | | Anna Winship anna.winship@southandvale.gov.uk | |
| Q2 budget monitoring report To provide an update on the financial position as at end of Q2 2024/25 | | Cabinet 20 Dec 2024 | Councillor Andy Crawford | 30 Sep 2024 | | Anna Winship anna.winship@southandvale.gov.uk | |
| 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 | KEY | Cabinet member for finance and property 18 Dec 2024 | Councillor Andy Crawford | 30 Sep 2024 | | David Cookson david.cookson@southandvale.gov.uk | |
| Future Direction of The Beacon – update on action plan agreed at February 24 Cabinet | | Cabinet 31 Jan 2025 | Councillor Helen Pighills Scrutiny Committee 28/01/2025 | 18 Sep 2024 | | Daniel Harrison daniel.harrison@southandvale.gov.uk | Cabinet decision |
| Corporate Plan | KEY | Cabinet 31 Jan 2025 Council 12 Feb 2025 | Councillor Andy Foulsham | 30 May 2024 | | Tim Oruye tim.oruye@southandvale.gov.uk | Cabinet decision |
| Arts and Cultural Strategy To approve the strategy | | Cabinet 7 Mar 2025 | | 30 Sep 2024 | | Daniel Harrison daniel.harrison@southandvale.gov.uk | Cabinet decision |

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