

Cabinet work programme

10 May 2024



Listening Learning Leading

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.

What is a key decision?

Key decisions are defined as decisions that are likely to:

- incur expenditure, make savings or to receive income (except government grant) of more than £75,000 or
- award a revenue or capital grant of over £25,000 or
- 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 Cabinet 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 or individual officers 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 David Rouane](#): Leader
- [Councillor Maggie Filipova-Rivers](#) : Community wellbeing, and statutory deputy leader
- [Councillor Robin Bennett](#): Economic development and regeneration, and deputy leader
- [Councillor Pieter-Paul Barker](#): Finance and property assets
- [Councillor Sue Cooper](#): Environment
- [Councillor Andrea Powell](#): Corporate services, policy and programmes
- [Councillor Anne-Marie Simpson](#): Planning
- [Councillor Freddie Van Mierlo](#): Climate change and nature recovery

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.southoxon.gov.uk.

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.southoxon.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 AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE) | KEY DECISION? | 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 |
|--|------------------|---|------------------------|------------------------------------|--|---|---|
| MAY 2024 DECISIONS | | | | | | | |
| Play areas Purpose: to provide a maintenance service for existing play areas | Yes | Cabinet member for the environment 12 August 2022 | Sue Cooper | 15 Jul 2022 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| Car park refurbishment project Purpose: to draw funds from the provisional capital programme | No | Cabinet member for finance and property assets 24 March 2023 | Pieter-Paul Barker | 24 Feb 2023 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| Finance System application support services Purpose: to award a contract | Yes | Head of finance 1 May 2023 | Pieter-Paul Barker | 3 Apr 2023 | | Ben Watson ben.watson@southandvale.gov.uk | officer key decision form |
| Henley Public Places Protection Order Purpose: to review the order | No | Leader of the council 27 July 2023 | David Rouane | 29 Jun 2023 | | Katharine Doherty Katharine.Doherty@southandvale.gov.uk | Cabinet member decision form |
| Thame Public Places Protection Order Purpose: to review the order | No | Leader of the council 27 July 2023 | David Rouane | 29 Jun 2023 | | Katharine Doherty Katharine.Doherty@southandvale.gov.uk | Cabinet member decision form |
| Thame Leisure Centre Purpose: to replace the combined heat and power unit | Yes | Cabinet member for community wellbeing 31 October 2023 | Maggie Filipova-Rivers | 3 Oct 2022 | | Jan Smith jan.smith@southandvale.gov.uk | Cabinet member decision form |

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|---|---------------|--|--------------------------------|------------------------------|---|---|--|
| UK Shared Prosperity Fund Purpose: to award funding to deliver UK Shared Prosperity Fund intervention E29: Supporting Decarbonisation | Yes | Head of development and corporate landlord 10 November 2023 | Robin Bennett | 13 Oct 2023 | | Nick King nick.king@southandvale.gov.uk | officer key decision form |
| HR and Payroll System Purpose: to procure a new system | Yes | Head of corporate services 20 November 2023 | Andrea Powell | 23 Oct 2023 | | Abigail Witting abigail.witting@southandvale.gov.uk | officer key decision form |
| Thame Leisure Centre Purpose: to refurbish the dry side changing facilities | Yes | Cabinet member for community wellbeing 29 December 2023 | Maggie Filipova-Rivers | 4 Dec 2023 | | Ian Burtenshaw ian.burtenshaw@southandvale.gov.uk | Cabinet member decision form |
| Berinsfield Decarbonisation Funding Allocations Purpose: to approve funding awards to advance decarbonisation schemes to improve community assets | Yes | Head of Policy and Programmes 22 March 2024 | Robin Bennett, David Rouane | 23 Feb 2024 | | Jayne Bolton jayne.bolton@southandvale.gov.uk | officer key decision form |
| Capital Grants Scheme Purpose: to approve policy updates prior to launch | Yes | Head of Policy and Programmes 13 May 2024 | Maggie Filipova-Rivers | 15 Apr 2024 | | Cheryl Reeves cheryl.reeves@southandvale.gov.uk | officer key decision form |
| Abbey Sports Centre, Berinsfield Purpose: to award a contract to replace the sports hall floor | Yes | Cabinet member for community wellbeing 16 May 2024 | Maggie Filipova-Rivers | 18 Apr 2024 | | Ben Whaymand ben.whaymand@southandvale.gov.uk | Cabinet member decision form |

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| Didcot Wave Purpose: to award a contract for works to the spin studio | Yes | Cabinet member for community wellbeing 16 May 2024 | Maggie Filipova-Rivers | 18 Apr 2024 | | Ben Whaymand ben.whaymand@southandvale.gov.uk | Cabinet member decision form |
| Didcot Wave Purpose: to award a contract for a new teaching pool | Yes | Cabinet member for community wellbeing 16 May 2024 | Maggie Filipova-Rivers | 18 Apr 2024 | | Ben Whaymand ben.whaymand@southandvale.gov.uk | Cabinet member decision form |
| Didcot Wave Purpose: to award a contract to refurbish the dry side changing facilities | Yes | Cabinet member for community wellbeing 16 May 2024 | Maggie Filipova-Rivers | 18 Apr 2024 | | Ben Whaymand ben.whaymand@southandvale.gov.uk | Cabinet member decision form |
| UK Shared Prosperity Fund Grant for Berinsfield projects Purpose: to award a grant for two projects in Berinsfield and to complete a funding agreement with the parish council | Yes | Leader of the council 24 May 2024 | David Rouane | 26 Apr 2024 | | Jayne Bolton jayne.bolton@southandvale.gov.uk | Cabinet member decision form |
| JUNE DECISIONS | | | | | | | |
| Councillor Community Grants Scheme Purpose: to approve policy updates prior to launch | Yes | Cabinet member for community wellbeing 13 May 2024 | Maggie Filipova-Rivers | 15 Apr 2024 | | Cheryl Reeves cheryl.reeves@southandvale.gov.uk | Cabinet member decision form |
| Operational Net Zero Target Purpose: to review the target | Yes | Cabinet 27 June 2024 | Freddie van Mierlo | 18 Apr 2024 | | Dominic Lamb dominic.lamb@southandvale.gov.uk | Cabinet report |

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| District Net Zero Target Purpose: to review the target | Yes | Cabinet 27 June 2024 | Freddie van Mierlo | 18 Apr 2024 | | Dominic Lamb dominic.lamb@southandvale.gov.uk | Cabinet report |
| Provision and monitoring arrangements of public space CCTV To agree the proposed approach. | Yes | Cabinet 27 June 2024 | David Rouane | 28 Mar 2024 | | Diane Foster diane.foster@southandvale.gov.uk | Cabinet report |
| New Waste Vehicle Depot Purpose: to approve the preferred site, seek delegation to enter into an Agreement for Lease and move the required budget into the approved capital programme (This is likely to be an exempt decision under category 3.) | Yes | Cabinet 27 June 2024 | Pieter-Paul Barker | 23 Feb 2024 | Scrutiny Committee 12 June 2024 | Andrew Busby andrew.busby@southandvale.gov.uk | Cabinet report |
| Car Park Order Purpose: to review the Order | Yes | Cabinet 27 June 2024 | Sue Cooper | 22 Mar 2024 | | John Backley john.backley@southandvale.gov.uk | Cabinet report |
| Five Councils Partnership Purpose: to recommend Council to approve contract exit options. (This is likely to be an exempt decision under category 3.) | No | Cabinet 27 June 2024 | Pieter-Paul Barker | 20 Feb 2024 | | Susan Harbour susan.harbour@southandvale.gov.uk | Cabinet report |
| Oxfordshire Councils Charter Purpose: to adopt the charter | Yes | Cabinet 27 June 2024 | David Rouane | 12 Oct 2023 | | Tim Oruye tim.oruye@southandvale.gov.uk | Cabinet report |

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| JULY DECISIONS | | | | | | | |
|---|-----|---|------------------------|-------------|--|---|------------------------------|
| Car park refurbishment project Purpose: to award a contract for refurbishments | Yes | Cabinet member for finance and property assets 24 March 2023 | Pieter-Paul Barker | 24 Feb 2023 | | John Backley john.backley@southandvale.gov.uk | Cabinet member decision form |
| Rural England Prosperity Fund Purpose: to award round 2 grant funding | Yes | Head of development and corporate landlord 10 November 2023 | Robin Bennett | 13 Oct 2023 | | Nick King nick.king@southandvale.gov.uk | officer key decision form |
| UK Shared Prosperity Fund Purpose: to award funding under the UK Shared Prosperity Fund intervention E22: Enterprise Infrastructure and Employment/Innovation sites | Yes | Head of development and corporate landlord 10 November 2023 | Robin Bennett | 13 Oct 2023 | | Nick King nick.king@southandvale.gov.uk | officer key decision form |
| Revenue Grants Scheme Purpose: to approve policy updates prior to launch | Yes | Cabinet member for community wellbeing 13 May 2024 | Maggie Filipova-Rivers | 15 Apr 2024 | | Cheryl Reeves cheryl.reeves@southandvale.gov.uk | Cabinet member decision form |
| Cornerstone Arts Centre, Didcot Purpose: to award a contract for decarbonisation works | No | Cabinet member for finance and property assets 22 May 2024 | Pieter-Paul Barker | 24 Apr 2024 | | Rory Pavelin rory.pavelin@southandvale.gov.uk | Cabinet member decision form |

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AUGUST DECISIONS

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| Thame Leisure Centre Purpose: to award a contract to design and build solar photovoltaic panels to the centre's roof to serve the swimming pool | No | Cabinet member for community wellbeing 29 May 2024 | Maggie Filipova-Rivers | 24 Apr 2024 | | John McLeod john.mcleod@southandvale.gov.uk | Cabinet member decision form |
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AUTUMN DECISIONS

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|--|-----|---|--|-------------|---|--|----------------|
| Waste and street cleansing strategy Purpose: to approve the strategy | Yes | Cabinet <i>Date to be confirmed</i> | Sue Cooper | 18 Apr 2024 | | Scott Williams scott.williams1@southandvale.gov.uk | Cabinet report |
| Leisure Facilities Strategy and Playing Pitch Strategy Purpose: to adopt the strategies | Yes | Cabinet 17 October 2024 | Pieter-Paul Barker, Maggie Filipova-Rivers | 1 May 2024 | Scrutiny Committee 23 September 2024 | Tom Rice tom.rice@southandvale.gov.uk | Cabinet report |
| Waste and Street Cleansing Strategy and Service Purpose: to approve the strategy | Yes | Cabinet 17 October 2024 | Sue Cooper | 4 Dec 2023 | | Scott Williams scott.williams1@southandvale.gov.uk | Cabinet report |
| Didcot Wave Leisure Centre and Wheatley Park Sports Centre decarbonisation projects Purpose: to award contracts to carry out decarbonisation works | No | Cabinet 17 October 2024 | Maggie Filipova-Rivers, Pieter-Paul Barker | 24 Apr 2024 | | John McLeod john.mcleod@southandvale.gov.uk | Cabinet report |
| Tree Planting Policy Purpose: to review the policy for planting trees on council land | Yes | Cabinet 19 December 2024 | Pieter-Paul Barker | 2 Oct 2023 | | Karen Lister karen.lister@southandvale.gov.uk | Cabinet report |