

Cabinet work programme

6 June 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, plus cross council themes including climate action, communications, and legal and democratic
- [Councillor Maggie Filipova-Rivers](#) : Housing, community hub, and statutory deputy leader
- [Councillor Robin Bennett](#): Economic development and regeneration, and deputy leader
- [Councillor Pieter-Paul Barker](#): Finance and property assets
- [Councillor Sam Casey-Rerhaye](#) – Corporate services
- [Councillor Georgina Heritage](#) – Communities
- [Councillor Sam James-Lawrie](#) - Environment
- [Councillor Anne-Marie Simpson](#): Planning

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
2024 DECISIONS							
Play areas Purpose: to provide a maintenance service for existing play areas	Yes	Cabinet member for the environment 12 August 2022	Sam James- Lawrie	15 Jul 2022		John Backley john.backley@southandvale.gov.uk	
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	
Henley Public Places Protection Order Purpose: to review the order	No	Cabinet member for communities 27 July 2023	Georgina Heritage	29 Jun 2023		Katharine Doherty Katharine.Doherty@southandvale.gov.uk	
Thame Public Places Protection Order Purpose: to review the order	No	Cabinet member for communities 27 July 2023	Georgina Heritage	29 Jun 2023		Katharine Doherty Katharine.Doherty@southandvale.gov.uk	
Thame Leisure Centre Purpose: to replace the combined heat and power unit	Yes	Cabinet member for finance and property assets 31 October 2023	Pieter-Paul Barker	3 Oct 2022		Jan Smith jan.smith@southandvale.gov.uk	
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	
HR and Payroll System Purpose: to procure a new system	Yes	Head of corporate services 20 November 2023	Sam Casey- Rerhaye	23 Oct 2023		Abigail Witting abigail.witting@southandvale.gov.uk	

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Thame Leisure Centre Purpose: to refurbish the dry side changing facilities	Yes	Cabinet member for finance and property assets 29 December 2023	Pieter-Paul Barker	4 Dec 2023		Ian Burtenshaw ian.burtenshaw@southandvale.gov.uk	
Berinsfield Decarbonisation Funding Allocations Purpose: to approve funding awards to advance decarbonisation schemes to improve community assets	Yes	Leader of the council 22 March 2024	David Rouane	23 Feb 2024		Jayne Bolton jayne.bolton@southandvale.gov.uk	
UK Shared Prosperity Fund Purpose: to award funding to deliver UK Shared Prosperity Fund intervention E29: Supporting Decarbonisation	Yes	Cabinet member for economic development and regeneration 19 April 2024	Robin Bennett	22 Mar 2024		Nick King nick.king@southandvale.gov.uk	
Abbey Sports Centre, Berinsfield Purpose: to award a contract to replace the sports hall floor	Yes	Cabinet member for finance and property assets 16 May 2024	Pieter-Paul Barker	18 Apr 2024		Ben Whaymand ben.whaymand@southandvale.gov.uk	
Didcot Wave Purpose: to award a contract for works to the spin studio	Yes	Cabinet member for finance and property assets 16 May 2024	Pieter-Paul Barker	18 Apr 2024		Ben Whaymand ben.whaymand@southandvale.gov.uk	
Didcot Wave Purpose: to award a contract for a new teaching pool	Yes	Cabinet member for finance and property assets 16 May 2024	Pieter-Paul Barker	18 Apr 2024		Ben Whaymand ben.whaymand@southandvale.gov.uk	

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Didcot Wave Purpose: to award a contract to refurbish the dry side changing facilities	Yes	Cabinet member for finance and property assets 16 May 2024	Pieter-Paul Barker	18 Apr 2024		Ben Whaymand ben.whaymand@southandvale.gov.uk	
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	Head of development and corporate landlord 6 June 2024	David Rouane	26 Apr 2024		Jayne Bolton jayne.bolton@southandvale.gov.uk	
JUNE DECISIONS							
Councillor Community Grants Scheme Purpose: to approve policy updates prior to launch	Yes	Cabinet member for communities 13 May 2024	Georgina Heritage	15 Apr 2024		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	
Application for Section 106 Grant Funding by Soha Ltd	Yes	Cabinet 27 June 2024	Maggie Filipova-Rivers	24 May 2024		Nigel Bower nigel.bower@southandvale.gov.uk	
Provision and monitoring arrangements of public space CCTV To agree the proposed approach.	Yes	Cabinet 27 June 2024	Georgina Heritage	28 Mar 2024	Joint scrutiny committee 4 June 2024	Diane Foster diane.foster@southandvale.gov.uk	

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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	
Car Park Order Purpose: to review the Order	Yes	Cabinet 27 June 2024	Sam James Lawrie	22 Mar 2024		John Backley john.backley@southandvale.gov.uk	
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, Sam Casey-Rerhaye	20 Feb 2024		Susan Harbour susan.harbour@southandvale.gov.uk	
Oxfordshire Councils Charter Purpose: to adopt the charter	Yes	Cabinet 27 June 2024	David Rouane	12 Oct 2023	Joint scrutiny committee 4 June 2024	Tim Oruye tim.oruye@southandvale.gov.uk	
JULY DECISIONS							
Local Authority Housing Fund: Round 3	Yes	Cabinet 27 June 2024 Council 11 July 2024	Pieter Paul Barker	24 May 2024		Simon Hewings simon.hewings@southandvale.gov.uk	

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Section 106 funding - to consider an application by Wallingford Sports Trust	Yes	Cabinet member for finance and property assets Not before 4 July 2024	Pieter-Paul Barker	24 May 2024		Will Darlison will.darlison@southandvale.gov.uk	
S106 release of funds to Didcot Town Council for their 'Splash pad' project	Yes	Cabinet member for finance and property assets Not before 4 July 2024	Pieter-Paul Barker	24 May 2024		Janette Hinton-Smith Janette.hinton-smith@southandvale.gov.uk	
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	
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	
Revenue Grants Scheme Purpose: to approve policy updates prior to launch	Yes	Cabinet member for housing and community hub 13 May 2024	Maggie Filipova-Rivers	15 Apr 2024		Cheryl Reeves cheryl.reeves@southandvale.gov.uk	
Cornerstone Arts Centre, Didcot Purpose: to award a contract for decarbonisation works	Yes	Cabinet member for communities 22 May 2024	Georgina Heritage	24 Apr 2024		Rory Pavelin rory.pavelin@southandvale.gov.uk	

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AUGUST DECISIONS

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	Yes	Cabinet member for finance and property assets 29 May 2024	Pieter-Paul Barker	24 Apr 2024		John McLeod john.mcleod@southandvale.gov.uk	
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AUTUMN DECISIONS

Operational Net Zero Target Purpose: to review the target	Yes	Cabinet 19 September 2024	David Rouane	18 Apr 2024	CEEAC	Dominic Lamb dominic.lamb@southandvale.gov.uk	
District Net Zero Target Purpose: to review the target	Yes	Cabinet 19 September 2024	David Rouane	18 Apr 2024	CEEAC	Dominic Lamb dominic.lamb@southandvale.gov.uk	
Waste and street cleansing strategy Purpose: to approve the strategy	No	Cabinet 19 September 2024	Sam James-Lawrie	18 Apr 2024		Scott Williams scott.williams1@southandvale.gov.uk	
Leisure Facilities Strategy and Playing Pitch Strategy Purpose: to adopt the strategies	No	Cabinet 17 October 2024	Pieter-Paul Barker, Georgina Heritage	1 May 2024	Scrutiny Committee 23 September 2024	Tom Rice tom.rice@southandvale.gov.uk	
Future waste and street cleansing contract provision Purpose: to approve the strategy	Yes	Cabinet 17 October 2024	Sam James-Lawrie	4 Dec 2023		Scott Williams scott.williams1@southandvale.gov.uk	

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Didcot Wave Leisure Centre and Wheatley Park Sports Centre decarbonisation projects Purpose: to award contracts to carry out decarbonisation works	Yes	Cabinet 17 October 2024	David Rouane, Pieter-Paul Barker	24 Apr 2024		John McLeod john.mcleod@southandvale.gov.uk	
Budget scene setting	No	Cabinet 17 October 2024	Pieter-Paul Barker	24 May 2024	scrutiny	Anna Winship anna.winship@southandvale.gov.uk	
Treasury management outturn	No	Cabinet 17 October 2024	Pieter-Paul Barker	24 May 2024	JAGC	Anna Winship anna.winship@southandvale.gov.uk	
Quarter 1 budget monitoring report	No	Cabinet 17 October 2024	Pieter-Paul Barker	24 May 2024	Scrutiny	Anna Winship anna.winship@southandvale.gov.uk	
Regulation 19 draft version of the Joint Local Plan	Yes	Cabinet 17 October 2024	Anne-Marie Simpson	24 May 2024	Joint scrutiny	Lucy Murfett Lucy.Murfett@southandvale.gov.uk	
Tree Planting Policy Purpose: to review the policy for planting trees on council land	Yes	Cabinet 19 December 2024	Anne-Marie Simpson	2 Oct 2023		Karen Lister karen.lister@southandvale.gov.uk	
Corporate Plan	Yes	Council 24 October 2024	Sam Casey- Rerhaye	24 May 2024	scrutiny	Tim Oruye tim.oruye@southandvale.gov.uk	