

# Cabinet work programme

26 July 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](http://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](http://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](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 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	TYPE OF DECISION
<b>2024 DECISIONS</b>							
<b>Play areas</b> 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@southand vale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Finance System application support services</b> Purpose: to award a contract	Yes	Head of finance 1 May 2023	Pieter-Paul Barker	3 Apr 2023		Ben Watson ben.watson@southand vale.gov.uk	Delegated Authority - Officers Decision
<b>Henley Public Places Protection Order</b> Purpose: to review the order	No	Cabinet member for communities 27 July 2023	Georgina Heritage	29 Jun 2023		Katharine Doherty Katharine.Doherty@sou thandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Thame Public Places Protection Order</b> Purpose: to review the order	No	Cabinet member for communities 27 July 2023	Georgina Heritage	29 Jun 2023		Katharine Doherty Katharine.Doherty@sou thandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Thame Leisure Centre</b> 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@southandval e.gov.uk	Delegated Individual Cabinet Member Decision

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<b>UK Shared Prosperity Fund</b> 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	Delegated Authority - Officers Decision
<b>Thame Leisure Centre</b> 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	Delegated Individual Cabinet Member Decision
<b>Berinsfield Decarbonisation Funding Allocations</b> 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	Delegated Individual Cabinet Member Decision
<b>UK Shared Prosperity Fund</b> 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	Delegated Individual Cabinet Member Decision
<b>Abbey Sports Centre, Berinsfield</b> 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	Delegated Individual Cabinet Member Decision

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<b>Didcot Wave</b> 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	Delegated Individual Cabinet Member Decision
<b>Didcot Wave</b> 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	Delegated Individual Cabinet Member Decision
<b>Didcot Wave</b> 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	Delegated Individual Cabinet Member Decision
<b>JUNE DECISIONS</b>							
<b>Application for Section 106 Grant Funding by Soha Ltd</b>	No	Cabinet 27 June 2024	Maggie Filipova-Rivers	24 May 2024		Nigel Bower nigel.bower@southandvale.gov.uk	Cabinet Decision
<b>Provision and monitoring arrangements of public space CCTV</b> To agree the proposed approach.	Yes	Cabinet 27 June 2024	Georgina Heritage	28 Mar 2024		Diane Foster diane.foster@southandvale.gov.uk	Cabinet Decision

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<b>New Waste Vehicle Depot</b> 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 Decision
<b>Car Park Order</b> Purpose: to review the Order	Yes	Cabinet 27 June 2024	Pieter-Paul Barker	22 Mar 2024		John Backley john.backley@southandvale.gov.uk	Cabinet Decision
<b>Five Councils Partnership</b> 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	Cabinet Decision
<b>Oxfordshire Councils Charter</b> Purpose: to adopt the charter	Yes	Cabinet 27 June 2024	David Rouane	12 Oct 2023		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet Decision
<b>Review of the Future Oxfordshire Partnership (FOP)</b>	Yes	Leader of the council 27 June 2024	David Rouane	17 Jun 2024		Suzanne Malcolm suzanne.malcolm@southandvale.gov.uk	Delegated Individual Cabinet Member Decision

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JULY DECISIONS							
<b>Local Authority Housing Fund: Round 3</b>	Yes	Cabinet Council 27 June 2024  11 July 2024	Cabinet member for finance and property assets	24 May 2024		Simon Hewings simon.hewings@south ndvale.gov.uk	Cabinet Decision
<b>S106 release of funds to Didcot Town Council for their 'Splash pad' project</b>	Yes	Cabinet member for housing and community hub Not before 4 July 2024	Maggie Filipova- Rivers	24 May 2024		Janette Hinton-Smith	Delegated Individual Cabinet Member Decision
<b>Rural England Prosperity Fund</b> 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@southandval e.gov.uk	Delegated Authority - Officers Decision
<b>UK Shared Prosperity Fund</b> 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@southandval e.gov.uk	Delegated Authority - Officers Decision
<b>Revenue Grants Scheme</b> 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@southan dvale.gov.uk	Delegated Individual Cabinet Member Decision

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<b>Cornerstone Arts Centre, Didcot</b> 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@southand vale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Garden Waste Permit Scheme Contract Award</b>	Yes	Cabinet member for the environment Not before 28 July 2024	Cabinet member for the environment	24 Jun 2024		Megan Phelps megan.phelps@southa ndvale.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	Yes	Cabinet member for corporate services 31 July 2024	Cabinet member for corporate services	24 Jun 2024	Councillor Sam Casey-Rerhaye	Sally Truman sally.truman@southand vale.gov.uk	Delegated Individual Cabinet Member Decision
<b>AUGUST DECISIONS</b>							
<b>Thame Leisure Centre</b> 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@southand vale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Cornerstone Christmas pantomime</b>	Yes	Cabinet member for communities Not before 7 August 2024	Georgina Heritage	15 Jul 2024		Daniel Harrison Daniel.harrison@south andvale.gov.uk	Delegated Individual Cabinet Member Decision



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<b>Professional Services Consultancy Appointment for the New Waste Vehicle Depot Project</b>	Yes	Cabinet member for finance and property assets Not before 13 August 2024	Pieter-Paul Barker	15 Jul 2024		Andrew Busby andrew.busby@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Energy Procurement Contact via framework provider 'Laser'.</b>	Yes	Cabinet member for finance and property assets Not before 26 August 2024	Cabinet member for finance and property assets	26 Jul 2024	Councillor Pieter-Paul Barker	James Devlin james.devlin@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<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	Yes	Head of corporate services Not before 26 August 2024	Cabinet member for corporate services	26 Jul 2024	Councillor Sam Casey-Rerhaye	Simon Turner simon.turner@southandvale.gov.uk	Delegated Authority - Officers Decision
<b>AUTUMN DECISIONS</b>							
<b>Wallingford Cemetery repairs</b> To approve the award of the contract to carry out the repairs.	Yes	Cabinet member for the environment September 2024	Sam James-Lawrie	15 Jul 2024		John Backley john.backley@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Operational Net Zero Target</b> Purpose: to review the target	Yes	Cabinet 19 September 2024	David Rouane	18 Apr 2024		Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet Decision
<b>District Net Zero Target</b> Purpose: to review the target	Yes	Cabinet 19 September 2024	David Rouane	18 Apr 2024		Dominic Lamb dominic.lamb@southandvale.gov.uk	Cabinet Decision

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<b>Waste resources and and street cleaning strategy</b> Purpose: to approve the strategy	No	Cabinet 19 September 2024	Sam James-Lawrie	18 Apr 2024		Scott Williams scott.williams1@southandvale.gov.uk	Cabinet Decision
<b>Car park options appraisal</b> To agree the way forward for the car park service from 1 October 2025	Yes	Cabinet 19 September 2024	Sam James-Lawrie	24 Jun 2024	Councillor Sam James-Lawrie Joint Scrutiny 16 September 2024 Council 24 October 2024	John Backley john.backley@southandvale.gov.uk	Cabinet Decision
<b>Leisure Facilities Strategy and Playing Pitch Strategy</b> Purpose: to adopt the strategies	No	Cabinet 17 October 2024	Pieter-Paul Barker	1 May 2024	Scrutiny Committee 23 September 2024	Tom Rice tom.rice@southandvale.gov.uk	Cabinet Decision
<b>Provision of annual asset valuation services - contract award</b>	Yes	Cabinet member for finance and property assets Not before 1 October 2024	Cabinet member for finance and property assets	26 Jul 2024	Councillor Pieter-Paul Barker	Ben Border ben.border@southandvale.gov.uk	Delegated Individual Cabinet Member Decision
<b>Waste delivery mechanism post June 2026</b> Purpose: to approve the strategy	Yes	Cabinet 17 October 2024	Sam James-Lawrie	4 Dec 2023		Scott Williams scott.williams1@southandvale.gov.uk	Cabinet Decision
<b>Didcot Wave Leisure Centre and Wheatley Park Sports Centre decarbonisation projects</b> Purpose: to award contracts to carry out decarbonisation works	Yes	Cabinet 17 October 2024	Maggie Filipova-Rivers, Pieter-Paul Barker	24 Apr 2024		John McLeod john.mcleod@southandvale.gov.uk	Cabinet Decision
<b>Budget scene setting</b>	No	Cabinet 17 October 2024	Cabinet member for finance and property assets	24 May 2024		Anna Winship anna.winship@southandvale.gov.uk	Cabinet Decision

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<b>Treasury management outturn</b>	No	Cabinet 17 October 2024	Cabinet member for finance and property assets	24 May 2024		Anna Winship anna.winship@southandvale.gov.uk	Cabinet Decision
<b>Quarter 1 budget monitoring report</b>	No	Cabinet 17 October 2024	Cabinet member for finance and property assets	24 May 2024		Anna Winship anna.winship@southandvale.gov.uk	Cabinet Decision
<b>Regulation 19 draft version of the Joint Local Plan</b>	Yes	Cabinet 17 October 2024	Anne-Marie Simpson	24 May 2024		Lucy Murfett Lucy.Murfett@southandvale.gov.uk	Cabinet Decision
<b>Corporate Plan</b>	Yes	Cabinet Council 17 October 2024 24 October 2024	Sam Casey-Rerhaye	24 May 2024		Tim Oruye tim.oruye@southandvale.gov.uk	Cabinet Decision
<b>Procurement Strategy and Tender Evaluation Policy</b>	Yes	Cabinet 28 November 2024	Cabinet member for finance and property assets	26 Jul 2024	Councillor Pieter-Paul Barker	Ben Watson ben.watson@southandvale.gov.uk	Cabinet Decision
<b>Tree Planting Policy</b> 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	Cabinet Decision