



**To: Members of the Cabinet**

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 22 April 2025 at 2.00 pm**

**Room 2&3 - County Hall, New Road, Oxford OX1 1ND**

If you wish to view proceedings online, please click on this [Live Stream Link](#).

Martin Reeves  
Chief Executive

April 2025

**Committee Officer: Chris Reynolds**

*Tel: 07542 029441; E-Mail: [chris.reynolds@oxfordshire.gov.uk](mailto:chris.reynolds@oxfordshire.gov.uk)*

### **Membership**

#### *Councillors*

Liz Leffman	Leader of the Council
Dr Pete Sudbury	Deputy Leader of the Council with responsibility for Climate Change, Environment & Future Generations
Tim Bearder	Cabinet Member for Adult Social Care
Neil Fawcett	Cabinet Member for Community & Corporate Services
Andrew Gant	Cabinet Member for Transport Management
Kate Gregory	Cabinet Member for SEND Improvement
John Howson	Cabinet Member for Children, Education & Young People's Services
Dan Levy	Cabinet Member for Finance
Dr Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety
Judy Roberts	Cabinet Member for Infrastructure & Development Strategy

*The Agenda is attached. Decisions taken at the meeting  
will become effective at the end of the working day on 30 April 2025  
unless called in by that date for review by the appropriate Scrutiny Committee.*

*Copies of this Notice, Agenda and supporting papers are circulated  
to all Members of the County Council.*

*Date of next meeting: 17 June 2025*



## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

- guidance note below

### **3. Minutes**

To approve the minutes of the meeting held on 25 March 2025 (**CA3**) and to receive information arising from them.

### **4. Questions from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am three working days before the meeting, ask a question on an item on the agenda.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

### **5. Petitions and Public Address**

Members of the public who wish to speak on an item on the agenda at this meeting, or present a petition, can attend the meeting in person or 'virtually' through an online connection.

Requests to present a petition must be submitted no later than 9am ten working days before the meeting.

Requests to speak must be submitted no later than 9am three working days before the meeting.

Requests should be submitted to [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9am on the day of the meeting. Written submissions should be no longer than 1 A4 sheet

## 6. Appointments

## 7. Reports from Scrutiny Committees (TO FOLLOW)

Cabinet will receive the People Overview and Scrutiny Committee's report on Co-production in Adult Social Care.

## 8. Cost of Living programme for 2025/26 (Pages 1 - 14)

*Cabinet Member:* Public Health, Inequalities and Community Safety

*Forward Plan Ref:* 2025/038

*Contact:* Paul Wilding, Programme Manager

Paul.wilding@oxfordshire.gov.uk

Report by Director of Public Affairs, Policy and Partnerships

**The Cabinet is RECOMMENDED to:**

- a) approve the support package for 2025/26, as summarised in table 2;
- b) approve the repurposing £85,000 of funding held in the Emergency Welfare Fund reserve to support the Community Wealth Building programme
- c) delegate authority to the Director for Public Affairs, Policy & Partnerships in consultation with the Cabinet Member for Public Health, Inequalities and Community Safety, to approve the deployment of unallocated funds for emerging need, and to amend the programme during the year in response to changing and emerging need, within the overall programme budget

## 9. Capital Programme Approvals - April 2025 (Pages 15 - 18)

*Cabinet Member:* Finance

*Forward Plan Ref:* 2025/011

*Contact:* Natalie Crawford, Capital Programme Manager

Natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer

**The Cabinet is RECOMMENDED to:**

- a) approve the addition of a new phase of energy saving measures into the capital programme, at a total cost of £10.360m. The two-year programme will run from 2025-2027 and is to be funded by £10.000m from corporate resources, as approved by Council in February 2025, with the remaining £0.360m to be funded by a successful bid to Phase 4 of the Public Sector Decarbonisation Scheme (PSDS4).
- b) approve the inclusion of phase 2 and 3 of Fire Compartmentation Remedial works into the capital programme, at a cost of £3.700m. The programme of

work is to be funded from £2.000m corporate resources agreed by Council in February 2024 and a further £1.700m agreed by Council in February 2025.

## 10. Delegated Powers Report for January to March 2025

There have been no executive decisions taken under delegated powers during the period January to March 2025 to report to this meeting.

## 11. Forward Plan and Future Business (Pages 19 - 24)

*Cabinet Member: All*

*Contact Officer:* Chris Reynolds, Senior Democratic Services Officer,  
[chris.reynolds@oxfordshire.gov.uk](mailto:chris.reynolds@oxfordshire.gov.uk)

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA11**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

***The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.***

## 12. For information only: Cabinet response to Scrutiny item (Pages 25 - 28)

Infrastructure Funding Statement and S.106 Project Review

## **Councillors declaring interests**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

### **Members Code – Other registrable interests**

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships

- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

### **Members Code – Non-registrable interests**

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

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# Agenda Item 3

## CABINET

**MINUTES** of the meeting held on Tuesday, 25 March 2025 commencing at 2.00 pm and finishing at 3.25pm.

**Present:**

**Voting Members:** Councillor Liz Leffman – in the Chair  
Councillor Dr Pete Sudbury (Deputy Chair)  
Councillor Andrew Gant  
Councillor Kate Gregory  
Councillor John Howson  
Councillor Dan Levy  
Councillor Dr Nathan Ley  
Councillor Judy Roberts

**Other Members in Attendance:** Councillor Donna Ford

**Officers:**

Whole of meeting Martin Reeves (Chief Executive) Lorna Baxter (Executive Director of Resources & Section 151 Officer), Stephen Chandler (Executive Director of People, transformation and Performance), Anita Bradley (Director of Law & Governance and Monitoring Officer), Chris Reynolds (Senior Democratic Services Officer)

*The Cabinet considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.*

### **51/25 APOLOGIES FOR ABSENCE**

(Agenda Item. 1)

Apologies for absence were received from Councillors Tim Bearder and Neil Fawcett.

### **52/25 DECLARATIONS OF INTEREST**

(Agenda Item. 2)

There were none.

### **53/25 MINUTES**

(Agenda Item. 3)

The minutes of the meeting held on 25 February 2025 were approved as a correct record.

**54/25 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

There were none received.

**55/25 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item. 5)

9 Citizens' Assembly Update

Danny Yee  
Robin Tucker  
Nasreen Majeed  
Richard Parnham  
Anne Gwinnett

14 Capital Programme Update and Monitoring Report – January 2025

Danny Yee

**56/25 APPOINTMENTS**

(Agenda Item. 6)

There were no appointments to report to this meeting.

**57/25 REPORTS FROM SCRUTINY COMMITTEES**

(Agenda Item. 7)

Councillor Jenny Hannaby, Deputy Chair of the Education and Young People Overview and Scrutiny Committee, presented the report on Local Area Partnership SEND Update.

Councillor Liam Walker, Chair of the Place Overview and Scrutiny Committee, presented the report on Network Coordination of Road and Street works and Lane Rental for Oxfordshire.

Cabinet received the reports and will respond in due course.

**58/25 RESPONSE TO COUNCIL MOTION ON PART-NIGHT LIGHTING BY COUNCILLOR BRIGHOUSE**

(Agenda Item. 8)

Cabinet had before it a report which proposed a response to the motion on part-night lighting that was passed at Council on 10 December 2024. The report set out the proposed action to be taken and outlined the proposals developed to date following the deferral of original proposal published for the Cabinet Member Decision Meeting on 14<sup>th</sup> November 2024.

Councillor Dr Pete Sudbury, Deputy Leader with Responsibility for Climate Change, Environment and Future Generations, presented the report. He explained the consultation process that would be progressed involving residents and stakeholders.

During discussion, members welcomed the proposed response and emphasised the importance of knowledge about nighttime behaviour patterns, particularly those of the younger population when considering any changes to street lighting.

Councillor Sudbury moved and Councillor Gant seconded the recommendations, and they were approved.

**RESOLVED to:-**

- a) note the proposal to undertake a full and thorough consultation, including early engagement with key community groups as set out and presented to Place Scrutiny on the 5<sup>th</sup> February 2025 ([Place and Overview Scrutiny report: Review of Street Lighting and Illuminated Assets policy framework proposals for part night lighting](#))
- b) approve a community led approach to any part-night lighting proposal, through an application made by the town/parish council (if there is one) and the local county councillor, which following this request will include an area specific public consultation.
- c) request that officers;
  - i. Keep councillors informed through regular updates on progress of this work, through locality meetings and/or by way of an all-member briefing.
  - ii. Ensure that there is full engagement from a cross section of users in the update of the Street Lighting Policy and development of Part night lighting regime framework.
  - iii. Undertake a full, thorough and robust Equalities Impact Assessment for the updated Streetlighting and illuminated assets policy, as well as the Part night lighting framework and during each stage/element of a project.
  - iv. Bring the proposals to Cabinet in the summer for decision together with any wider changes to the council's existing Street Lighting and Illuminated Assets policy

## **59/25 CITIZENS' ASSEMBLY UPDATE**

(Agenda Item. 9)

Cabinet had before it a report which provided an update on the first ever citizens' assembly organised by Oxfordshire County Council. The report described the process followed, presented the key recommendations from the assembly and set out how the Council intended to respond to them using a structured framework.

34 Oxfordshire residents selected by democratic lottery took part in the assembly. The assembly's purpose was to make recommendations on how the vision and targets set out in the council's local transport and connectivity plan (LTCP) could be achieved in ways that best met the needs and preferences of the people of Oxfordshire and other stakeholders. Part of the scope of the assembly was to consider congestion in central Oxfordshire and the core schemes in the central Oxfordshire travel plan.

Cabinet was addressed by a number of speakers who emphasised the importance of informing the public about transport policy and the need for accurate information dissemination. Some speakers criticised the Citizens Assembly process, claiming it was not conducted as intended and lacked meaningful debate.

Councillor Andrew Gant, Cabinet Member for Transport Management, presented the report. Councillor Gant responded to the speakers, defending the Citizens Assembly process and emphasising that it was conducted independently and properly.

The Engagement and Consultation Manager answered a number of questions about the conduct of the assembly and its recommendations.

During discussion, members highlighted the importance of the assembly and its role in improving communication with the public. They also praised the diversity and representation within the process.

Councillor Gant moved and Councillor Sudbury seconded the recommendations, and they were approved.

### **RESOLVED to:-**

- a) commit to considering and responding to the key recommendations of the travel and transport citizens' assembly included in Annex A to the report.
- b) formally request that Place and Overview Scrutiny Committee consider the council's response to the assembly recommendations, prior to consideration by Cabinet in July 2025.

- c) record its thanks to the residents who participated in the travel and transport citizens' assembly.

## **60/25 TREASURY MANAGEMENT Q3 PERFORMANCE REPORT 2024/25**

(Agenda Item. 10)

The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management 2021' requires that committee to which some treasury management responsibilities are delegated, will receive regular monitoring reports on treasury management activities and risks. Cabinet received a report which set out the position at 31 December 2024.

Councillor Dan Levy, Cabinet Member for Finance, presented the report. confirming that the Council operated within its prudential indicators. He referred to the details in the report regarding the repayment of loans during the third quarter, and the new debt of £500,000 through a community municipal investment to finance decarbonisation initiatives.

Councillor Levy highlighted that the average rate paid on debt during the quarter was 4.41%, and the strategy on debt remained to utilise internal borrowing over the short to medium term while borrowing rates remained high. On investments, he emphasised prioritising security and liquidity.

During discussion, a member welcomed the repayment of Lobo loans and inquired about the timescale for paying off the remaining loans. Councillor Levy responded that the remaining loans would be paid off as they matured for repayment, and did not pose any financial risk to the Council.

Another member praised the Council's decision to avoid investing in certain banks due to their irresponsible lending to fossil fuel companies. He also noted the high inherent and residual scores for climate impact in the risk register, emphasising the need for comprehensive mitigation efforts.

Councillor Levy moved and Councillor Leffman seconded the recommendations, and they were approved.

**RESOLVED to note the council's treasury management activity at the end of the third quarter of 2024/25.**

## **61/25 BUSINESS MANAGEMENT AND MONITORING REPORT - JANUARY 2025**

(Agenda Item. 11)

Cabinet considered a report presenting the January 2024 performance, risk, and finance position for the council. The business management reports were

part of a suite of performance, risk and budget documents which set out the council's ambitions, priorities, and financial performance.

Councillor Dan Levy, Cabinet Member for Finance, presented the report. He explained the background to the Council's current financial position as detailed in the report. The projected underspend of £10.5 million would be considered by the Cabinet at the June 2025 meeting.

There were ongoing significant issues with the Direct Schools Grant funding for high needs. These had been highlighted to the government, but no sustainable solution had been provided as yet.

During discussion, members made the following comments:-

- The impact of the government's changes to the lane rental application requirements, which affected the Council's budget planning for highways maintenance
- The importance of the music service and its role in supporting children with special education needs and disabilities
- The need for clarity from the government on the high needs block funding and the impact of devolution on this issue

Councillor Levy moved and Councillor Sudbury seconded the recommendations, and they were approved.

**RESOLVED to:-**

- a) to note the report and annexes**
- b) write off £0.1m owed to the council by a company who are in liquidation. (Annex B, para 107).**
- c) write off 17 Adult Social Care contribution debts totalling £0.380m. (Annex B, para 110).**
- d) propose to contribute £5.0m to the Local Government Devolution and Reorganisation reserve from the un-utilised contingency (£3.3m) and unallocated pay inflation of £1.7m, taking the total contribution to £10.0m in 2024/25 (Annex B, para 124)**
- e) approve the transfer of £1.0m funding from IFRS9 reserves to the budget priorities reserve to support rural active travel measures. (Annex B, para 134 - 136)**

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**62/25 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 12)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

**RESOLVED to note the items currently identified for forthcoming meetings.**

**63/25 FOR INFORMATION ONLY: CABINET RESPONSE TO SCRUTINY ITEMS**

(Agenda Item. 13)

**Cabinet noted the following responses to Scrutiny items:-**

**Disposal of County Hall  
Local Nature Recovery Strategy  
EOTAS Policy (Education Other Than At School)**

**64/25 CAPITAL PROGRAMME AND MONITORING REPORT - JANUARY 2025**

(Agenda Item. 14)

Cabinet agreed that it was not necessary to exclude the public from the meeting during consideration of this item.

Cabinet had before it the fourth capital programme update and monitoring report for 2024/25 which set out the monitoring position based on activity to the end of January 2025. The report also updated the Capital Programme approved by Council in February 2025 taking into account additional funding and new schemes. The updated programme also incorporated changes agreed through the Capital Programme Approval Reports to Cabinet during the year as well as new funding.

Councillor Dan Levy, Cabinet Member for Finance, presented the report. He explained the background to the current position regarding the capital programme and details of schemes for which approval was requested.

Councillor Levy moved and Councillor Sudbury seconded the recommendations, and they were approved.

**RESOLVED to:-**

### **Capital Programme**

- a. Note the capital monitoring position for 2024/25 set out in this report and summarised in Annex 1.
- b. Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.

### **Additions to the Capital Programme**

- c. Approve a budget increase for the Speedwell House Redevelopment programme, to be funded from corporate resources. (see paragraph 63 - 65)
- d. Approve the inclusion of £2.500m funding into the Capital Programme to fund a contribution to the Cowley Branch Line. The expectation is that as far as possible, this will be funded by S106 developer contributions. Any funding gap will be met through alternative funding sources. (see paragraph 66 - 70)

### **Funding Updates**

- e. Note £0.868m of Active Travel Tranche 5 (ATF5) funding and a further £2.650m of Consolidated Active Travel Funding (CATF). This additional CATF funding, announced by Active Travel England, will be divided into £2.050m for capital expenditure and £0.600m revenue expenditure. Funds will be held in earmarked reserves, pending business cases coming forward.

.....in the Chair

Date of signing .....



## **CABINET** **22 April 2025**

### **Cost of Living Programme 2025/26**

#### **Report by Director of Public Affairs, Policy & Partnerships**

#### **RECOMMENDATION**

1. **The Cabinet is RECOMMENDED to**
  - a) Approve the support package for 2025/26, as summarised in Table 2;
  - b) Approve the repurposing £85,000 of funding held in the Emergency Welfare Fund reserve to support the Community Wealth Building programme
  - c) Delegate authority to the Director for Public Affairs, Policy & Partnerships in consultation with the Cabinet Member for Public Health, Inequalities and Community Safety, to approve the deployment of unallocated funds for emerging need, and to amend the programme during the year in response to changing and emerging need, within the overall programme budget

#### **Executive Summary**

2. This report sets out the intended approach to support those residents who are most negatively impacted by cost of living pressures following the government's announcement of an extension of the Household Support Fund from 1 April 2025 to 31 March 2026.
3. The report also provides the latest position on the impact of cost of living pressures and sets out highlights from the 2024/25 funding programme.

#### **Background**

4. In October 2024 the government announced a seventh round of the Household Support Fund (HSF7) for 2025/26. On 4 March 2025 the Council received notification that its funding allocation for HSF7 will be £5,924,114
5. This report sets out the proposed categories of programme spend. Given that the 2025/26 programme needs to be developed before final reporting from existing programmes is received, broad categories of spend are being prepared for approval by Cabinet, with detail being developed into delivery plans under officer delegation.

## Cost of Living pressures

6. On the national picture, ONS data shows that inflation, whilst much lower than earlier in the cost of living crisis, is on the rise. CPI in January 2025 was 3.0%, its highest point since March 2024 <sup>1</sup>. The largest contribution to the increase is the higher cost of transport, food and non-alcoholic beverages. These are all key areas of expenditure for low-income households.
7. The Resolution Foundation have projected that, whilst overall in the UK incomes will grow across 2024-25, incomes for those at the bottom of the distribution will fall. They forecast that going forward this trend will continue, predicting that households at the 10th and 20th income percentiles will be poorer in 2029-30 than in 2023-24.<sup>2</sup>
8. Surveys from the Joseph Rowntree Foundation corroborate this data. They surveyed households within the bottom 40% of incomes in October 2024 and found that the stress on these households had not improved over successive survey campaigns. They found that:
  - 7 million households are going without essentials like food, showers and heating.
  - 5.4 million experience food insecurity.
  - 4.3 million are in arrears with at least one household bill.
  - A third of households held a loan originally taken out to pay for food, housing, or essential bills.<sup>3</sup>
9. Oxfordshire is a relatively affluent part of the UK. However, the overall wealth of the county can hide the many less wealthy areas. According to the Index of Multiple Deprivation (IMD), 17 out of 407 LSOAs (Lower-layer Super Output Areas) in Oxfordshire fall within the lowest two deciles.<sup>4</sup>
10. Data from the national advice line charity, Citizens Advice, shows that, whilst districts in Oxfordshire face varying levels of hardship, across the board there has been a marked increase in the level of support required in comparison with pre-pandemic data.

Table 1: Number of people Citizens Advice have referred to crisis support, per 10,000 of population<sup>5</sup>

Local Authority	2019-20 (Q1)	2023-24 (Q4)	% increase
West Oxfordshire	4.92	15.3	311%
Vale of White Horse	3.19	8.41	264%
South Oxfordshire	4.45	13.01	292%
Cherwell	8.23	14.49	176%
Oxford City	2.7	9.9	367%

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<https://www.beta.ons.gov.uk/economy/inflationandpriceindices/bulletins/consumerpriceinflation/january-2025>

<sup>2</sup> [The Living Standards Outlook 2024 • Resolution Foundation](#)

<sup>3</sup> [The scale of the challenge: JRF's pre-election cost of living tracker | Joseph Rowntree Foundation](#)

<sup>4</sup> [202301\\_Bitesize\\_Oxon\\_10\\_most\\_deprived\\_wards.pdf \(oxfordshire.gov.uk\)](#)

<sup>5</sup> [How does the cost of living crisis differ between local areas? | Flourish](#)

11. In July 2024, HealthWatch Oxfordshire released a survey of residents accessing a community larder in East Oxford. Of those that they spoke to, they found that:
- 30% said that their salaries are not enough to even cover rent
  - 50% said that they can't afford to buy healthy food
  - 35% said that without the support, they would not have been able to feed their families
12. Many left comments about the deleterious effects that the rising costs of living have had on their physical and mental health. They reported on having to cut back on the basics to afford bills, such as not putting on heating, and cutting back on social events such as seeing friends or going for days out with their children.<sup>6</sup>
13. Whilst this dataset comes from just a small part of Oxford City, it speaks to the wider issue of how for those in less wealthy areas, neither the general affluence of Oxfordshire nor improving inflation and national economic performance have led to any material improvements in life or easing of the cost of living.

## **Review of the 2024/25 programme**

14. In 2024/25, there were two HSF rounds covering six months each, and providing equal amounts of funding. For Oxfordshire, this was £6.7 million for the year. This was used to create a Cost of Living programme, together with locally sourced funding of £1.1 million to tackle financial inequality, totalling £7.8 million. Appendix One provides a table which sets out how this funding was allocated.
15. Due to the timing of this report, monitoring information has not yet been collected from funded projects. However programme highlights include:
- Continuing to provide £15 per week in respect of each child entitled to free school meals, and equivalent support for early years settings. Benchmarking with other authorities shows Oxfordshire as having (jointly with six other authorities) the most generous scheme for this type of support;
  - £158,000 has been spent on grants programmes funding community-based organisations providing cost of living support in their areas;
  - £500,000 has been provided to the City and District councils to spend on locally identified priorities.
  - £13,000 has been spent on supporting migrants in asylum hotels with a medical condition, or who are pregnant, to access appropriate, nutritious food.

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<sup>6</sup> [HW Guidance \(healthwatchoxfordshire.co.uk\)](https://www.healthwatchoxfordshire.co.uk)

## Cost of Living support proposals for 2025/26

16. In addition to the HSF funding from government, the following council funding is also available to support the Cost of Living programme:
- Emergency Welfare Funding provision - £500,000
  - Budget for Advice Services - £300,000

Together with the HSF7 allocation of £5,924,114 this provides a total for the cost of living programme of £6,724,114 for 2025/26.

17. The Emergency Welfare Funding (EWF) funding identified above was approved in 2022/23 to ensure that the Council could continue to offer support in this area on an extended basis. This is because at the time this was approved, it was uncertain as to whether HSF would continue for so long. With the certainty of HSF7 to fund the Cost of Living programme, Cabinet is requested to approve £85,000 of the EWF to be used to contribute to the Community Wealth Building programme. Further details of this work are outlined in paragraph 25 below.
18. In constructing the Cost of Living programme for 2025/26, it is necessary to ensure that HSF7 funding is spent by 31 March 2026. The priorities in developing this programme have been as follows:
- To ensure that free school meal support in the holidays continues
  - Ensuring the Residents Support Scheme has sufficient funding
  - Working in partnership with City and District Councils
19. To secure HSF7 funding, the Council must demonstrate compliance with detailed requirements. Therefore, the specific use of HSF is limited. These requirements can be summarised as being to meet immediate needs and help those who are struggling to afford household essentials including energy and water bills, food, and wider essentials. Limited expenditure is also permitted on provision of advice services and support with housing costs.
20. The 2025/26 cost of living programme reserves a small proportion of expenditure to be determined during the year. This is for two reasons. Firstly, experience has shown that emerging need is usually identified during each period of HSF funding. Secondly, we have recently procured a software solution called the Low Income Family Tracker (LIFT) Dashboard. This dashboard can provide unique and detailed insight into the finances of low-income households. LIFT is currently being implemented, but could be used to identify need in the county which could be supported by the Cost of Living programme. Retaining flexibility within the HSF programme is therefore desired to fund these emerging needs. Cabinet is requested to delegate authority to the relevant Portfolio Holder in conjunction with the Director of Public Affairs, Policy & Partnerships to agree new areas of expenditure, and allocate funding during 2025/26.
21. The cost of living programme for 2025/26 is summarised in Table 2 below and a brief description of each intervention follows:

Table 2.

Project	Funding Source	Budget
Free School Meal Support in Holidays	HSF7	£3,400,000
Residents Support Scheme	HSF7	£1,700,000
Delegations to City & District councils	HSF7	£500,000
Community Wealth Building	Council	£85,000
Support for Advice Services	Council	£300,000
Oxfordshire Community Foundation grants	HSF7	£115,000
Programme administration	HSF7	£125,000
Funding to be allocated later in year	Both	£499,114
Total:		£6,724,114

### *FSM Holiday Support*

22. Free School Meal (FSM) equivalent support for school holiday periods has been provided as part of HSF 1-6 and their predecessors through a payment of £15 per benefits-related FSM-eligible child and young person attending any state-funded school and college in Oxfordshire, per week of school holiday. Equivalent funding was provided to Early Years settings. In addition, school leaders use their discretion to provide funding beyond FSM eligibility. This scheme is well understood and has come to be relied amongst recipient families. While taking a large percentage of the available HSF funds, it has very high take-up and avoids additional application-based approaches meaning that regular support is delivered directly to parents. It is therefore recommended that this support continues through the HSF7 period, up to and including the 2026 Easter holiday.

### *Residents Support Scheme (RSS)*

23. The RSS was launched on 1 June 2023 and has resulted in 7,000 successful applications receiving more than £2.2 million in supermarket vouchers, energy credit and essential household items. There are 30 partners signed up to the scheme who help to promote it. These are mainly organisations in the voluntary and community sector (VCS) but include local authorities and housing associations as well.

### *Delegations to City and Districts*

24. In previous funding rounds, the County Council has delegated funding to the City and District Councils to establish local emergency welfare schemes and provide related community support. Funding is allocated against a formula that takes into account population and relative deprivation. These schemes work in partnership with the VCS. Local intelligence enables flexible support to be delivered that aligns with existing local provision, avoiding duplication and maximising impact. To maintain the impact of local intelligence on the overall package, it is proposed to continue delegating HSF funding to the City and Districts. This gives the City and District Councils flexibility to target HSF as makes most sense locally, within the requirements of the fund.

#### *Community Wealth Building (CWB)*

25. In autumn 2023 the Centre for Local Economic Studies (CLES) were commissioned to identify the opportunities in Oxfordshire of Community Wealth Building and the impact that could be achieved. Following this work a CWB working group was established to take these recommendations forward. This work comprises a critical element of the Council's place shaping agenda. A work programme has been developed which was brought to Cabinet on 17 September 2024. Funding was reserved from the 2023/24 cost of living programme in anticipation of a 'hard' national cut-off of deprivation funding to provide for an element of longer-term sustainable work. To support this programme it is proposed to allocate £85,000 of EWF funding to this area, as described in paragraph 17 above. This will supplement additional funding streams such as the £55,000 for the development of care co-operatives. In 2025/26 the budget will be managed separately from the Cost of Living programme and will include the following activity:
- Collaborative Recruitment project
  - Support for development of local social investment fund
  - Support for new business development
  - Review Community Asset Transfer policy
  - CWB Training programme for staff

#### *Advice services*

26. Support for debt and benefits advice has formed part of previous cost of living programmes. This was previously paid for by a contribution from the Budget Priorities Reserve to supplement Household Support Fund money from government in 2022/23 and 2023/24. Funding has been used to support the four Citizens Advice offices in Oxfordshire as well as four independent advice providers. Since 2024/25 a £300,000 allocation in the Council's budget to this area has enabled advice services to continue to be supported.

#### *Oxfordshire Community Foundation (OCF)*

27. OCF have helped the council to channel HSF funding to grassroots organisations for a number of years. This has been delivered through grant programmes which support the delivery of HSF outcomes; supporting people with unaffordable essentials such as housing, food and heating as well as debt advice. As well as supporting those in need in local communities, OCF enables small community organisations to access funding which would otherwise be closed off to them.

#### *Programme Administration*

28. HSF funding is currently used to fund two members of staff to coordinate and support the programme: a programme manager and a business support officer. It is proposed to continue this arrangement in 2025/26. Programme costs have reduced over the year due to changes in the council's structure. A policy officer is no longer attached to the workstream and the business support officer is shared with another area.

*Funding to be allocated later this year*

29. As set out in paragraph 16, funding has been reserved to allocate to emerging needs throughout the year. This is expected to include continuation of some of the projects funded in 2024/25 and which are set out in Appendix One.

**Monitoring**

30. As with previous years, programme delivery will be reported to Performance and Corporate Services Overview and Scrutiny Committee as required.
31. Quarterly management information is required by the Department for Work and Pensions, and this will be reported by the Cost of Living programme manager who will review programme expenditure on a monthly basis.

**Planning for the future**

32. There is uncertainty about the future of the HSF. The government plans to publish its Child Poverty Strategy this spring and it's possible that this will address the future of the HSF. With the national HSF settlement reducing by 10% this year, it seems likely for the HSF to continue to be reduced year on year, or for it to end altogether. As such, planning for either eventuality will be conducted over the next year. This will include consultation with both recipients of support and organisations supporting people with the impact of Cost of Living. The consultation will be used to help determine priorities for Cost of Living support in a tighter funding environment.

## **Corporate Policies and Priorities**

33. The Cost of Living programme and the Community Wealth building work both directly address the Council's priority of tackling inequality in Oxfordshire. They also indirectly address the prioritising of residents' health and wellbeing. This is achieved by targeting financial support at the most vulnerable residents in the county whilst also ensuring the council's assets are used in a way which maximises the return to Oxfordshire residents.

## **Financial Implications**

34. There are no new budgetary implications from these recommendations, although it should be noted that the report addresses expenditure of two areas within the Council's budget. These are the £500,000 allocated in 2022/23 from the Covid Reserve for Emergency Welfare Funding, and £300,000 in the revenue budget for advice services. Cabinet is asked to approve the use of £85,000 of the Emergency Welfare Funding allocation to be used to fund the Community Wealth Building programme.
35. The main financial risks are related to the potential for additional demand in relation to FSM Holiday Support and the Residents Support Scheme (RSS). However as this is the 7<sup>th</sup> iteration of the HSF, there is now considerable organisational knowledge in respect of the management of this expenditure which mitigates against this risk. Funding reserved for allocating during the year could also be used to top up programmes experiencing high demand.

Comments checked by: Drew Hodgson, Strategic Finance Business Partner,  
drew.hodgson@oxfordshire.gov.uk

## **Legal Implications**

36. Government is able to provide the household support grant to local authorities under section 31 Local Government Act 2003 to which conditions are attached. As has been identified in this report, compliance with grant funding conditions is monitored through the Scrutiny Committee.
37. Spending of grant funding under section 31 Local Government Act 20023 is an executive function and under the Constitution Cabinet holds responsibility for this function.
38. Where any grant constitutes a subsidy, the Council must comply with the Subsidy Control Act 2022 and, where necessary, carry out a subsidy control assessment to ensure that the grant is compliant with the subsidy control principles.
39. In providing the support detailed in this report the Council can rely on its general power of competence under the Localism Act 2011 to determine the appropriate allocations of funding provided that grant conditions are met.

Comments checked by: Kim Sawyer, Interim Head of Legal & Governance,  
kim.sawyer@oxfordshire.gov.uk

## **Staff Implications**

40. HSF funding is currently used to fund two members of staff to coordinate and support the programme: a programme manager and a business support officer. It is proposed to continue this arrangement in 2025/26.

## **Equality & Inclusion Implications**

41. The cost-of-living programme represents a continuation of support rather than being a new proposal and so a new Equality Impact Assessment has not been completed. The programme aims to tackle some of the most egregious areas of inequality in Oxfordshire by ensuring everyone can access food, energy and essential household items. The overall support package is designed to meet the needs of the most economically disadvantaged residents in Oxfordshire, and to ensure that no-one is digitally excluded as a result of the design of the programme.
42. The RSS ensures that anyone experiencing financial crisis can request support. Data on access to the scheme is used to target take-up work. This includes analysis of the ethnicity of applications to identify both low take up from particular groups, or disproportionality in the success of awards across different groups.



43. When considering funding of new projects the distribution of funding across the county as a whole is taken into account, as well as the needs of the ten most deprived wards in the county.

## **Sustainability Implications**

44. There are no significant impacts in respect of environmental sustainability in this programme.

## **Risk Management**

45. The main risks related to the cost-of-living programme are as follows:
- Overspend of funding – The majority of funding is demand led (FSM holiday support and RSS). The RSS has several mechanisms for increasing or reducing support to ensure expenditure remains within budget.
  - End of HSF – The main impact of this event would be the loss of FSM support in the holidays. The RSS could be amended to prioritise help for people affected by the loss of FSM support. Any future funding should prioritise FSM support and the RSS and unspent funding should be carried forward where possible in order to cushion potential cliff edges in funding
  - Low take-up of RSS either generally, or in relation to specific groups – Ongoing work to communicate the availability of the RSS is required in order to ensure it supports the most economically disadvantaged groups in the County. Monthly monitoring will be undertaken to identify any groups or areas where take-up is lower than expected. Where low take-up is identified work will be undertaken with relevant organisations and community groups to promote the scheme

## **Consultations**

46. Although no formal consultation has been undertaken, in developing proposals for support, officers have engaged with the City and District Councils, internal service areas and relevant elements of the voluntary and community sector, including through regular briefings with advice agencies. Through implementation, further engagement will seek to ensure that the County Council's support schemes are aligned to those of others and that work with partners continues to identify those elements of the community most impacted.

Susannah Wintersgill  
Director of Public Affairs, Policy & Partnerships

Annex: Appendix 1 – Summary of Cost of Living programme for 2024/25

Background papers: Nil

Contact Officer: Paul Wilding, Programme Manager (Cost of Living), 07756 772085, paul.wilding@oxfordshire.gov.uk

March 2025

## Appendix One – Projected Outturn for 2024/25

1. Table 3. below sets out the projected out turn for the 2024/25 Cost of Living programme. Following the table is a short description of each project, not already covered in the main report.

Table 3.

Project	Budget	Projected Expenditure
Residents Support Scheme	£1,750,000.00	£1,725,000.00
Holiday FSM	£3,840,000.00	£3,910,000.00
District Delegations	£500,000.00	£500,000.00
Community Wealth Building	£350,000.00	£150,000.00
Advice Services	£300,000.00	£300,000.00
LIFT Dashboard	£140,000.00	£140,000.00
Sustainable food programme	£98,000.00	£97,800.00
Children with disabilities	£20,000.00	£20,000.00
Period Poverty	£30,000.00	£30,000.00
Migrant food programme	£13,000.00	£13,000.00
Warm Spaces	£3,000.00	£1,000.00
Migrant Bus pass scheme	£25,000.00	£21,331.00
Oxfordshire Community Foundation	£112,000.00	£112,000.00
Better Housing Better Health	£50,000.00	£50,000.00
Winter Fuel Payment Support	£90,000.00	£60,000.00
Holiday Activities Fund	£50,000.00	£50,000.00
Homelessness Prevention	£50,000.00	£75,000.00
Digital Inclusion	£20,000.00	£20,000.00
Hospital Discharge	£10,000.00	£10,000.00
Community Larders	£0.00	£20,000.00
School hunger pilot	£0.00	£3,200.00
Programme Administration	£248,000.00	£244,669.00
Contingency	£54,000.00	£0.00
Available for 25/26		£200,000.00
	£7,753,000.00	£7,753,000.00

### *LIFT Dashboard*

2. The Dashboard is a data solution which will enable data led solutions to be used to target benefit take up and other forms of income maximisation. Publicly available datasets can provide useful insight into local areas, but the actionable opportunities for this are limited to generic take-up campaigns.
3. The solution will provide detailed insight into households who may have an unclaimed entitlement to benefits or Free School meals, or who may be struggling with household bills and need a supportive intervention. Approaches using this model elsewhere in the country have run very successful take-up campaigns.

#### *Sustainable food programme*

4. Previous Cost of Living programmes have seen significant amounts of money committed to ensuring residents have access to food. Free school meals (FSM) support in the holidays cost £3.5 million last year and 45% of expenditure in the RSS is in relation to food. The Oxfordshire Food Strategy seeks to develop sustainable approaches to helping people on low incomes access affordable, healthy food and this work should be supported from the Cost-of-Living programme. HSF5 and HSF6 provided funding for small grants to community groups promoting access to sustainable, healthy food and research into the development of a co-operative supermarket in Oxford.

#### *Support for low-income families with a child who has a disability*

5. Funding in HSF5 was used to help low-income families access Short Break Activities for disabled children. These activities are commissioned by the Council but costs need to be contributed by the parents of children attending.

#### *Period poverty*

6. The HSF5 funding allocated to this project enabled a pilot to be set up to provide access to period products for people on low incomes from council buildings. This initiative followed a motion to Full Council in September 2023. Additional funding from HSF6 was used to extend the pilot until the end of 2024/25.

#### *Migrant Food Programme*

7. This expenditure was approved using the delegation provided by Cabinet in May to adjust the overall programme. It provides support to migrants residing in hotels where the food provision is not providing a suitable diet for people with relevant medical conditions (e.g. diabetes).

#### *Warm Spaces*

8. This expenditure was also approved under the Cabinet delegation. It supports Libraries to be part of the Winter Warm Space provision by funding the cost of providing hot drinks.

#### *Better Housing Better Health (BHBH)*

9. The BHBH programme is commissioned by Public Health to provide advice and practical support with energy efficiency measures and supporting people to meet their energy costs. The HSF6 funding facilitated an expanded programme, with a particular focus on low-income pensioners, due to the loss of the Winter Fuel Allowance.

#### *Winter Fuel Allowance Support*

10. This provided additional funding to provide support to pensioners on low incomes who have lost their Winter Fuel Allowance. A successful campaign has been run to promote the Residents Support Scheme to this group, and people who may be in contact with them. The increased support has been funded from this allocation.

#### *Holiday Activities*

11. The Council provides activity programmes in school holidays which are free for children who are entitled to free school meals. This funding has been managed in Children's Services to enable social workers to identify children who fall outside the normal eligibility criteria who would benefit from these activities. The funding has also been available to social workers to spend on supporting families within the parameters allowed by the HSF scheme.

#### *Homelessness Prevention*

12. This area of expenditure has been used as a homeless prevention fund used to support people across Oxfordshire's Homeless Alliance services. These services provide accommodation and support to single people and couples who have experienced homelessness and have additional support needs. The fund has been used to support individuals who are struggling to maintain their tenancy in these support services. This may include providing financial support with rent and bills or funding activities that help to engage people with available support.

#### *Hospital Discharge*

13. The Out of Hospital team are a multi-disciplinary team based in the City Council, but working countywide to support delayed discharge from hospital settings. This funding has been used to fund the purchase of essential household items or equipment to support a return home. These may be in relation to helping heat the home or coping with a disability.

#### *Digital Inclusion*

14. This allocation has supported the work of Getting Oxfordshire Online to increase digital inclusion in the ten most deprived wards in the county.

#### *Community Larders*

15. SOFEA, based in Didcot are the main provider of surplus food to many Community Larders in the County. In November the SOFEA warehouse was flooded, disrupting this provision and putting it out of action for several months. To support larders during this time, £1,000 was provided to all larders who are supplied by SOFEA. This expenditure was approved using the delegation provided by Cabinet to adjust the overall programme.

#### *School hunger*

16. This expenditure funded an eight-week pilot at Oxford Academy to provide healthy snacks to pupils. Oxford Academy has a high proportion of Pupil Premium students and school staff were noticing high prevalences of hunger. The project has been undertaken in partnership with Youth services colleagues and Oxford City Council. This expenditure was approved using the delegation provided by Cabinet to adjust the overall programme.

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**CABINET – 22 APRIL 2025**

**CAPITAL PROGRAMME APPROVALS – APRIL 2025**

**Report by the Executive Director of Resources and Section 151  
Officer**

**Recommendations**

1. The Cabinet is RECOMMENDED to:
  - a. approve the addition of a new phase of energy saving measures into the capital programme, at a total cost of £10.360m. The two-year programme will run from 2025-2027 and is to be funded by £10.000m from corporate resources, as approved by Council in February 2025, with the remaining £0.360m to be funded by a successful bid to Phase 4 of the Public Sector Decarbonisation Scheme (PSDS4).
  - b. approve the inclusion of phase 2 and 3 of Fire Compartmentation Remedial works into the capital programme, at a cost of £3.700m. The programme of work is to be funded from £2.000m corporate resources agreed by Council in February 2024 and a further £1.700m agreed by Council in February 2025.

**Executive Summary**

2. The 2024/2025 Capital Programme was approved by Council in February 2024 and is updated during the year through the quarterly capital programme and monitoring reports. The programme is refreshed annually to include new capital priorities and was approved by Council in February 2025. This report sets out change requests requiring Cabinet approval that will be incorporated into the agreed programme and included in the next update to the Capital Programme in June 2025.

**Introduction**

3. The Capital Programme sets out how the Council will use Capital expenditure to deliver the Council's priorities as set out in the Strategic Plan 2022-25. The Capital Programme is updated quarterly and fully refreshed annually as part of the Budget and Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.
4. On occasion, variations to the Capital programme are recommended to Cabinet. There are no variations included in this report.

### Energy Saving Measures Programme

5. This new programme of work, which will run from 2025-2027 across the Council's corporate estate, will remove fossil-fuelled heating, replace a number of broken, end-of-life components with sustainable and environmentally responsible solutions and implement decarbonisation measures. It is a key priority required to meet the Council's net zero target by 2030.
6. The Council has previously been successful in securing PSDS1, PSDS3a and PSDS3c funding and has just been awarded a further £0.360m of PSDS4 funding. Through the Council's annual budget setting process, a further £10.000m of corporate funding was agreed by Council in February 2025, to commence a new programme of work, which is in addition to £10.2m already committed.
7. A further £1.500m was committed to the 2024-2025 programme, to fund a budget increase due to poor estate conditions and supply chain issues.

### Fire Safety Remedials Programme

8. This programme of work will complete the remedial actions identified in the fire compartmentation surveys. This is a statutory obligation in line with the Regulatory Reform order 2005 – Fire Safety Act.
9. The programme of work is to be funded from £2.000m corporate resources agreed by Council in February 2024 and a further £1.700m agreed by Council in February 2025.

## **Financial Implications**

10. The financial implications are contained within the report. Funding for the schemes mentioned in this report is to be met from corporate resources agreed by Council and grant funding.

Comments checked by:  
Lorna Baxter, Executive Director of Resources and Section 151 Officer

## **Staff Implications**

11. There are no staffing implications arising directly from the report.

## **Equality & Inclusion Implications**

12. There are no equality and inclusion implications arising directly from this report.

## **Legal Implications**



13. **Legal Obligations:** Responsibility for the budget is a function of the Council. The Cabinet are required to recommend a budget to the Council and subsequently exercise their executive functions in accordance with the agreed budget envelope. These recommendations relate to budget allocated to the Cabinet or sourced by the exercise of executive functions. It is therefore within the Cabinet's remit to make these decisions. Local authorities are required to have robust governance structures in place to oversee capital programmes, including regular reviews and updates to capital strategies, ensuring decisions are made transparently.
14. **Prudential Code Compliance:** Local authorities must adhere to the Prudential Code for Capital Finance, which emphasizes affordability, prudence, and sustainability in borrowing and investment decisions. This ensures that capital investments are financially sound and do not jeopardize the authority's financial stability.
15. **Regulatory Framework:** The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, as amended, govern how local authorities manage their capital finance. These regulations include provisions for borrowing limits, capital receipts, and the use of capital allowances. This report is the assurance by officers that the regulatory framework and the prudential code are being complied with.

Kim Sawyer Interim Head of Legal & Governance

**LORNA BAXTER**

Executive Director of Resources and Section 151 Officer

Background papers: none

Contact Officers:

Natalie Crawford, Capital Programme Manager

April 2025

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Division(s): N/A

## CABINET – 22 APRIL 2025

### FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

**Cabinet, 17 June 2025**

<p>▪ <b>Future HWRC Management Contract - Model</b> Oxfordshire County Council's current household waste recycling centres management contract is in its final extension period and comes to an end on 30th September 2027. A future model for the service delivery is required to be in place and mobilised prior to the expiry of the existing contract. The paper is to approve the preferred model.</p>	<p>Cabinet, 2025/057 - Deputy Leader of the Council with Responsibility for Climate Change, Environment &amp; Future Generations</p>
<p>▪ <b>Appointments 2025-26</b> To consider member appointments to a variety of bodies which in different ways support the discharge of the Council's Executive function.</p>	<p>Cabinet, 2025/030 - Leader</p>
<p>▪ <b>Workforce Report and Staffing Data - Quarter 4 2024-25</b> Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.</p>	<p>Cabinet, 2025/042 - Cabinet Member for Community &amp; Corporate Services</p>
<p>▪ <b>Home to School Transport &amp; Post 16 Travel Policy 2025-26</b> Existing policies for Home to School and Post 16 travel have been reviewed and updated in accordance with DfE guidance which has been issued in recent years. Existing discretionary provision has been reviewed and consulted upon and has informed the update that primarily aims to improve the accessibility of the document, ease of understanding and improved use.</p>	<p>Cabinet, - Cabinet Member for Children, Education &amp; Young People's Services</p>

### Delegated Decisions by Cabinet Member for Transport Management, 22 May 2025

<p>▪ <b>Oxford: Various sites – proposed amendments to parking permit eligibility (Feb 25)</b> A decision is sought on proposed amendments to parking</p>	<p>Delegated Decisions by Cabinet Member</p>
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permit eligibility in Oxford	for Transport Management, 2025/040 - Cabinet Member for Transport Management
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### **Delegated Decisions by Cabinet Member for Transport Management, 24 April 2025**

<ul style="list-style-type: none"> <li>▪ <b>Oxford, Frenchay Road - Proposed Relocation of Parking Bays</b> To seek approval for changes to parking bays in Frenchay Road to allow better access for traffic</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, - Cabinet Member for Transport Management
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### **Delegated Decisions by Cabinet Member for Transport Management, 24 April 2025**

<ul style="list-style-type: none"> <li>▪ <b>Cherwell Drive, Oxford - Proposed U-Turn Ban</b> Under plans to improve the operation of traffic signals at the junction of Headley Way / Cherwell Drive / Marsh Lane, it is proposed to introduce a U-turn ban for traffic travelling North West, prohibiting the movement onto the opposing carriageway travelling south east.</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2025/ - Cabinet Member for Transport Management
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### **Delegated Decisions by Cabinet Member for Transport Management, 22 May 2025**

<ul style="list-style-type: none"> <li>▪ <b>Oxford - Urgent Community Responders, exemptions from LTN enforcement sites</b> Oxford Health is required to provide an urgent care response to patients – where response time needs to be under two hours. Oxford Health has requested that vehicles providing this service (4/5 on the network on any day) are exempt from the closure points in LTNs where they are enforced using ANPR cameras</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2025/052 - Cabinet Member for Transport Management
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### **Delegated Decisions by Cabinet Member for Transport Management, 24 April 2025**

<p>▪ <b>B4031, Hempton - Proposed New Traffic Calming Features</b></p> <p>As part of DfT United States Visiting Forces road safety initiative - traffic calming is proposed on the B4031, Hempton. This is deemed necessary to reduce speeds and improve safety on a route commonly used by USVF drivers which is also a busy HGV route incorporating a pinch point within this section</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/345 - Cabinet Member for Transport Management</p>
<p>▪ <b>Shirburn - Proposed Traffic Calming Chicane and Extension of Existing 30mph Speed Limit</b></p> <p>To seek approval for the introduction of Traffic Calming and speed limit changes in Shirburn</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/273 - Cabinet Member for Transport Management</p>
<p>▪ <b>Proposed parking amendments – Church Way, Iffley</b></p> <p>To seek approval for amendments to the recently approved CPZ for Iffley to accommodate time limited bays</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2025/053 - Cabinet Member for Transport Management</p>
<p>▪ <b>Proposed parallel crossing - Blackthorn Road, Ambrosden</b></p> <p>New pedestrian crossing being promoted as part of a development in Allectus Avenue, Ambroseden</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, - Cabinet Member for Transport Management</p>
<p>▪ <b>Tubney A420 - Proposed 40mph &amp; 50mph speed limits</b></p> <p>To seek approval for the introduction of 40mph and 50mph speed limits on the A420 through Tubney for road safety</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2025/055 - Cabinet Member for Transport Management</p>
<p>▪ <b>Westwell: Proposed 20mph Speed Limits</b></p> <p>To seek approval for the introduction of a 20mmph speed limit in Westwell.</p>	<p>Delegated Decisions by Cabinet Member</p>

	for Transport Management, 2024/311 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> <li>▪ <b>Great Western: B4493 Didcot Road - Proposed 20mph Speed Limit Extension</b> Part of Phase 3 Countywide 20mph Speed Limit Project</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2024/195 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> <li>▪ <b>Forest Hill, Shotover, Old Road: 20mph Speed Limit Extension</b> Part of Phase 3 of Countywide 20mph Speed Limit Project.</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2024/194 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> <li>▪ <b>Holton: Proposed 20mph Speed Limit Extension</b> Part of Phase 3 Countywide 20mph Speed Limit Project.</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2024/174 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> <li>▪ <b>Shutford: Proposed 20mph Speed Limits</b> Part of Phase 3 Countywide 20mph Speed Limit Project</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2024/169 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> <li>▪ <b>Goddington: Proposed 20mph Speed Limits</b> Part of Phase 3 Countywide 20mph Speed Limit Project.</li> </ul>	Delegated Decisions by Cabinet Member for Transport Management, 2024/161 - Cabinet Member

	for Transport Management
<p>▪ <b>Proposed 40mpg speed limit - Banbury Road, Chipping Norton</b></p> <p>To seek approval for the introduction of a 40mph speed limit, new bus stops and crossing points as part of s106 agreement for planning approval 23/00536/OUT</p>	Delegated Decisions by Cabinet Member for Transport Management, 2025/064 - Cabinet Member for Transport Management
<p>▪ <b>Proposed prohibition of motor vehicles - Cornhill Lane BOAT, East Challow</b></p> <p>To seek a decision on proposals to restrict access on Cornhill Lane, East Challow</p>	Delegated Decisions by Cabinet Member for Transport Management, 2025/065 - Cabinet Member for Transport Management
<p>▪ <b>Proposed 30mph &amp; Puffin Crossing, Howes Lane, Bicester</b></p> <p>Introduction of puffin crossing and associated speed limit reduction to provide a safe crossing point for pedestrians. Works are part of section 278 agreement for development 22/02922/F</p>	Delegated Decisions by Cabinet Member for Transport Management, 2025/063 - Cabinet Member for Transport Management
<p>▪ <b>A420 and Oaksmere Proposed 50mph and 40mph</b></p> <p>a) Change from NSL to 50mph on A420 Tubney dual carriageway</p> <p>b) Change in speed limit NSL to 40mph on Oaksmere between A420 and 20mph speed limit at Appleton</p> <p>to improve road safety</p>	Delegated Decisions by Cabinet Member for Transport Management, - Cabinet Member for Transport Management

### Delegated Decisions by Cabinet Member for Finance, 16 May 2025

<p>▪ <b>Tender for Insurance coverage and associated service (not brokering services)</b></p> <p>Tender to procure Insurance coverage for OCC (and Maintained Schools).</p> <p>One tender covering 8 Lots (Property; Commercial Property; Casualty; Crime; Motor Fleet; Engineering; Personal Accident &amp; Travel; Terrorism</p>	Delegated Decisions by Cabinet Member for Finance, 2025/068 - Cabinet Member for Finance
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Each lot to be awarded separately	
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## Overview & Scrutiny Recommendation Response Pro forma

*Under section 9FE of the Local Government Act 2000, Overview and Scrutiny Committees must require the Cabinet or local authority to respond to a report or recommendations made thereto by an Overview and Scrutiny Committee. Such a response must be provided within two months from the date on which it is requested<sup>1</sup> and, if the report or recommendations in questions were published, the response also must be so.*

*This template provides a structure which respondents are encouraged to use. However, respondents are welcome to depart from the suggested structure provided the same information is included in a response. The usual way to publish a response is to include it in the agenda of a meeting of the body to which the report or recommendations were addressed.*

### Issue: Infrastructure Funding Statement and s.106 Funding Review Report

**Lead Cabinet Member(s):** Cllr Judy Roberts, Cabinet member for Infrastructure and Development Strategy

**Date response requested:**<sup>2</sup> 25 February 2025

#### Response to report:

*Enter text here.*

#### Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
1. That the Council should publish an outline of the milestones identified as requirements for the success of the project with associated deadlines.	Accepted	A series of milestones are in place for delivery by the end of March - Production of pre-capital pipeline

<sup>1</sup> Date of the meeting at which report/recommendations were received

<sup>2</sup> Date of the meeting at which report/recommendations were received

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		<ul style="list-style-type: none"> <li>- Creation of first draft of dashboard for presentation to Members</li> <li>- Creation of initial accelerated S106 delivery programme (clustering &amp; delivery of schemes)</li> <li>- Production of end to end S106 Process Map/associated Standard Operating Procedures (Phase 1)</li> </ul> <p>A full update will be presented to the April Scrutiny Meeting</p>
<b>2. That the Council should identify who is ultimately responsible for driving the success of the improvement project and by what measures they will be held accountable to ensure effective utilisation of funds.</b>	<b>Accepted</b>	The Director of Economy and Place is the Senior Responsible Officer for the programme. Revised accountability measures will be designed into the updated corporate outcomes framework.
<b>3. That the Council undertakes the Local Government Association's Planning Advisory Service self-assessment toolkit – 'Improving the governance of developer contributions in order to evaluate and improve current practices.'</b>	<b>Accepted</b>	This will be incorporated into the process workstream within the wider s106 programme which is redesigning OCCs current s.106 processes and structure.
<b>4. That the Council commits to working closely with district councils and other partners to ensure there are holistic plans in place for infrastructure needs.</b>	<b>Accepted</b>	A revised Oxfordshire Strategic Infrastructure Strategy has been commissioned by the County Council in partnership with district councils.
<b>5. That the Council take steps to correct any favourability biases in project planning and delivery to ensure a pragmatic and realistic approach.</b>	<b>Accepted</b>	The creation and management of a pre-pipeline and pipeline of works will be overseen by a cross service delivery team (including place shaping and infrastructure delivery). This will actively remove any favourability bias by categorising and batching schemes where possible to drive efficiency. Delivery

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		team identified and potential routes to market being investigated (eg Term Service Contract) to minimise delays in engagement.
<b>6. That the Council uses the Government Office for Science's The Futures Toolkit in order to ensure its plans and policies are robust and realistic.</b>	<b>Partially Accepted</b>	Programme Team to review and consider toolkit as part of future place shaping strategy and policy development which would then feed into the pre-capital pipeline discussions as noted above.
<b>7. That the data dashboard is launched without further delay to ensure that members can monitor s.106 funds and projects.</b>	<b>Accepted</b>	The project team is working on developing a beta 1 version of a dashboard for members to be delivered end of 2024/25.
<b>8. That the Council should implement a risk rating for s.106 moneys being reclaimed if they are not spent in time so that issues can be addressed proactively.</b>	<b>Accepted</b>	The transformed capital pipeline will enable far greater scrutiny of s.106 availability and project delivery, including flags for timeframes.

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