



Notice of a Meeting

People Overview & Scrutiny Committee

Thursday, 9 November 2023 at 10.00 am

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

These proceedings are open to the public

If you wish to view proceedings, please click on this [Live Stream Link](#).
However, that will not allow you to participate in the meeting.

Membership

Chair - Councillor Nigel Simpson
Deputy Chair - Councillor Sally Povolotsky

Councillors:	Imade Edosomwan	Jenny Hannaby	Liam Walker
	Trish Elphinstone	Nick Leverton	
	Andy Graham	Michael Waine	
Co-optees:	Ruth Bennie	Fraser Long	

Notes: *Date of next meeting: 18 January 2024*

For more information about this Committee please contact:

Committee Officer	<i>Scrutiny</i> Email: scrutiny@oxfordshire.gov.uk	<i>Team</i>
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A handwritten signature in black ink that appears to read 'Martin Reeves'.

Martin Reeves
Chief Executive

October 2023

What does this Committee review or scrutinise?

- All services and preventative activities/initiatives relating to children, young people, education, families and older people.
- Enables the council to scrutinise its statutory functions relating to children, adult social care and safeguarding. Includes public health matters where they are not covered by the Joint Health Overview and Scrutiny Committee.
- This committee will also consider matters relating to care leavers and the transition between children's and adult services

How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am 4 working day before the date of the meeting.**

About the County Council

The Oxfordshire County Council is made up of 63 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 678,000 residents.

These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

What does this Committee do?

The Committee meets up to 4 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting

A hearing loop is available at County Hall.

AGENDA

- 1. Apologies for Absence and Temporary Appointments**
- 2. Declaration of Interests - see guidance note on the back page**
- 3. Minutes (Pages 1 - 16)**

To approve the minutes of the meeting held on 14 September 2023 and on 2 October 2023 (**POSC4**) and to receive information arising from them.

The Committee is recommended to **AGREE** the minutes, having first made any necessary amendments.

- 4. Petitions and Public Address**

Members of the public who wish to address the Committee can attend the meeting in person or virtually, through an online connection. To facilitate hybrid meetings, we ask that requests to speak are submitted by 09.00 four working days before the meeting, i.e., 09.00 on Friday 3 November 2023. Requests to speak should be sent to scrutiny@oxfordshire.gov.uk

If you are speaking virtually, you may submit a written form of your presentation so that, if the technology fails, your views can be taken into account. Written submissions should be no longer than one A4 sheet.

- 5. Oxfordshire Safeguarding Adults Board Annual Report 2022-23**
(Pages 17 - 24)

The Committee has requested to consider the annual report of the Oxfordshire Safeguarding Adults Board (OSAB) which was submitted to Cabinet on 17 October. Cllr Tim Bearder, Cabinet Member for Adult Social Care, Karen Fuller, Interim Corporate Director for Adult Social Care, and representatives of the board have been invited to attend to present the report and to answer the Committee's questions.

The Committee is recommended to consider the report and to **AGREE** any recommendations it wishes to make arising from its discussion.

- 6. Oxfordshire Safeguarding Child Board Annual Report 2022-23**
(Pages 25 - 60)

The Committee requested to consider the annual report of the Oxfordshire Safeguarding Children Board (OSCB) which was submitted to Cabinet on 17 October. The Head of Safeguarding and the OSCB Business Manager have been invited to attend to present the report and to answer the Committee's questions.

The Committee is recommended to consider the report and to **AGREE** any recommendations it wishes to make arising from its discussion.

7. Update on working groups

An update on the work of the SEND working group and of the Education Data working group will be provided.

8. Work Programme and Cabinet Forward Plan (Pages 61 - 110)

The Committee is asked to consider the proposed work programme. In deciding its work programme, the Committee is also asked to consider the relevance of any items on the Cabinet's Forward Plan.

The Committee is recommended to **AGREE** its work programme.

9. Committee Action and Recommendation Tracker

The Committee is recommended to **NOTE** the progress of previous recommendations and actions arising from previous meetings, having raised any questions on the contents.

To follow

10. Cabinet responses to recommendations (Pages 111 - 118)

The formal response to People Overview and Scrutiny Committee from Cabinet regarding Children and Adults Social Care workforce has been received.

Close of meeting

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-registerable 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 registerable 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.

Agenda Item 3

PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 14 September 2023 commencing at 10.00 am and finishing at 12.30 pm

Present:

Members: Councillor Nigel Simpson – in the Chair

Councillor Sally Povolotsky (Deputy Chair)
Councillor Imade Edosomwan
Councillor Trish Elphinstone
Councillor Andy Graham
Councillor Nick Leverton
Councillor Michael Waine
Councillor Liam Walker

By Invitation: Cllr Tim Bearder, Cabinet Member for Adult Social Care;
Cllr Glynis Phillips, Cabinet Member for Performance Services

Officers:

Richard Doney, Scrutiny Officer
Karen Fuller, Interim Corporate Director for Adult Social Care
Victoria Baran, Interim Deputy Director for Adult Social Care
Elena Grant, Policy Officer
Tim Spiers, Director of IT
Susannah Wintersgill, Director of Communications, Strategy, and Insight

The Scrutiny Committee 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/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

12/23 INTRODUCTION AND WELCOME

(Agenda No. 1)

The Chair opened the meeting and welcomed members to it. He declared the Committee's apologies that it was likely to defer consideration of the Education Commission's report and for the wasted journey of those who had travelled to present it.

13/23 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 2)

Apologies were received from Cllr Hannaby.

14/23 DECLARATION OF INTERESTS - SEE GUIDANCE NOTE ON THE BACK PAGE

(Agenda No. 3)

No declarations of interest were made.

15/23 MINUTES

(Agenda No. 4)

The minutes of the meeting on 13 July 2023 were **AGREED** as an accurate record.

The Committee requested an update on its recommendation for a press statement to be issued. The Committee also asked that, in future, minutes should more clearly identify action points.

16/23 PETITIONS AND PUBLIC ADDRESS

(Agenda No. 5)

No applications to address the Committee were received.

17/23 EDUCATION COMMISSION

(Agenda No. 6)

The Committee had received the report of the Oxfordshire Education Commission and had intended to scrutinise it at this meeting. However, the time between publication and the meeting was considered too short for adequate preparation. The Committee was very sorry that the Chair of the Commission had travelled to present the report but it considered it necessary to defer consideration to another occasion.

Proposed by Cllr Waine and seconded by Cllr Povolotsky, the Committee resolved to **DEFER** consideration of the report to another date with the Scrutiny Officer working to ensure an appropriate date as soon as possible where it could be considered alongside the Local Area SEND Inspection report which had not yet been published.

The Scrutiny Officer advised that the Local Area SEND Inspection was also on the agenda for the meeting on 21 September 2023 of the Joint Health Overview and Scrutiny Committee. The Committee recognised that the constitution did not explicitly permit HOSC to meet jointly with the Committee but was keen to ensure that it had the opportunity to consider the report in full.

18/23 ADULT SOCIAL CARE DEMAND MANAGEMENT AND ASSURANCE

(Agenda No. 7)

Cllr Tim Bearder, Cabinet Member for Adult Social Care, Karen Fuller, Interim Corporate Director for Adult Social Care ('the Director'), and Victoria Baran, Interim Deputy Director for Adult Social Care ('the Deputy Director'), attended to present the

report the Committee had requested to understand trends in performance with regard to demand management and assurance in adult social care.

Cllr Bearder introduced the report and advised the Committee that there had been a pilot assessment under the new framework in five different areas and that the Council as an whole would be inspected by the Care Quality Commission at some point between October 2023 and August 2024. It was not known when but the directorate had made extensive preparations.

The Director and the Deputy Director delivered a presentation which drew the Committee's attention to the key parts of the report. It was explained that local authorities would be assessed against four principal themes, namely: working with people; providing support; ensuring safety; leadership. A wide range of evidence would need to be provided including self-assessment.

The Director highlighted the key role of political leadership and scrutiny in the assessment.

Extensive preparations had been undertaken and self-assessment had identified a wide range of strengths which was summarised in the following way:

- The Oxfordshire Way provides a vision and commitment to prevention, delay of formal support, and innovation delivering real impact for our residents;
- There is understanding in teams that strengths-based practice supports people to have control over their lives;
- There is a strong focus on supporting people in communities;
- There is strong leadership with clear vision, well understood roles and practice leadership;
- There is strong partnership working including with the community and voluntary sector;
- Robust joint commissioning arrangements are in place with significant pooled budgets;
- We have a commitment to innovation and digital transformation;
- There is a strong commitment to equality and diversity evident in strategies and priorities;
- Oxfordshire is active in sector-led improvement.

Self-assessment had also supported a focus on key areas for further improvement:

- Timeliness of Assessment, Reviews and Safeguarding;
- Embedding co-design and tackling inequalities;
- Use of data and monitoring our performance;
- Widening channels of assessment;
- Digital and innovation;
- Engaging with the care market;
- Learning and Development;
- Good access to information and advice.

Discussion followed with the following being drawn out.

Work with partners was key and there had been external scrutiny of the self-assessment and there would continue to be so going forward.

The Oxfordshire Adult Social Care Workforce Strategy for the next three years was being consulted upon. Agency spend had come down but there were occasions when agency staff were necessary. Recruitment was a challenge in some areas but in some other areas there were very few vacancies. Work had been done on making the Council an attractive employer and there were benefits for both retained and recruited staff in this regard. There had been a strong focus on staff welfare.

With regard to supported living placements, the Council was working with district councils to influence Local Plans given that the housing element was integral to social care as well as important for the wellbeing of residents.

The importance of easy and efficient digital access for service users was emphasised as was support for those who found it difficult to access digitally. Libraries were suggested as a place where people could receive in-person support.

The Committee was grateful for the comprehensive report it had received and commended the positivity of the team.

ACTION: For the Director to provide data on retention and recruitment.

The Committee resolved to **NOTE** the report.

19/23 REVIEW OF THE DIGITAL INCLUSION ACTION PLAN
(Agenda No. 8)

Cllr Glynis Phillips, Cabinet Member for Corporate Services, Susannah Wintersgill, Director of Communications, Strategy, and Insight, Tim Spiers, Director of IT, and Elena Grant, Policy Officer, attended to present the report on the draft Digital Inclusion Action Plan for 2023/24. Cllr Phillips reminded the Committee that this had grown out of the Digital Inclusion Strategy which had been reviewed by the Committee previously and which had been approved by Cabinet in the summer of 2022.

The action plan was a work in progress which was to be overseen the Digital Inclusion Working Group but was a cross-council initiative which needed to be factored in to everyone's thinking. Cllr Phillips advised that it was important for the Council to be encouraging digital inclusion whilst being acutely aware of the potential for digital exclusion.

The action plan set out the long-term ambitions for the Council, broken down into actions, and the directorate that would be leading on that action.

The strategy itself made reference to improving outcomes for small businesses but they were absent from the action plan. It was agreed that should be remedied and that the Council should work with the City Council and the District Councils on that.

The Business Intellectual Property Resource, based at the Central Library in Oxford, was a key resource but it was subject to Government funding. The Committee recognised its value and made clear its hope that such funding would continue.

The Digital Infrastructure Programme which led on connectivity across the county was addressing concerns about rural broadband, social tariffs, and isolated communities.

Libraries were providing considerable support to those who needed practical support accessing the internet and web-based forms.

The Council had worked closely with Getting Oxfordshire Online and had donated 300 laptops to be given to people accessing foodbanks, refugees, and those who were, or risked becoming, homeless. The Committee suggested that it would be useful for the action plan working group to be aware of community action groups which could support the Council in refurbishing equipment for vulnerable residents.

There was discussion about the importance of children being disadvantaged by not having access to computers or tablets. This had been highlighted during the COVID pandemic and the work with the Education Endowment Fund (EEF) to ensure that the right equipment, access, and programmes could be promoted to families was key. An audit of current availability would be useful and this could be requested of maintained schools and suggested to academies.

There was a Local Government Association (LGA) Digital Inclusion Network which the Council participated in and which was an important way of sharing knowledge and experiences across different local authorities. There was also a regular meeting with the Council and the district councils dealing with digital infrastructure chaired by the Cabinet Member. Closer work on the digital inclusion charter across the Councils was to be encouraged.

There was a recognition that the Council's website had been less user-friendly than was ideal but it was improving gradually and the Directors of Communication, Insight, and Strategy and of IT were working together on a digital presence package which focused on the part of the website that dealt with recruitment and careers. The pages on fostering had also been improved to be made more engaging. Work was also planned on the areas of the site relating to customer services and to the music service.

Concerns were raised about the risk of digital exclusion for some older people in particular when, increasingly, car parks and local banks and even GP surgeries required the use of smartphones or of computing software to engage. Mobile ticketing for those without appropriately-enabled mobile telephones was a real challenge.

The consequences of artificial intelligence were absent from the strategy. The proposed closure of railway station ticket offices would raise particular problems for the digitally excluded.

The potential for a research project in partnership with the universities and businesses about what a fully digitally engaged learning package would look like in a school was suggested as being worth considering.

The Committee resolved to **NOTE** the report.

20/23 LOCAL AREA PARTNERSHIP SEND INSPECTION
(Agenda No. 9)

The report had not been published and so this item was necessarily deferred.

21/23 ACTION AND RECOMMENDATION TRACKER
(Agenda No. 10)

The Committee resolved to **NOTE** the status of current actions.

22/23 WORK PROGRAMME AND CABINET FORWARD PLAN
(Agenda No. 11)

The Committee resolved to **AGREE** its proposed work programme.

..... in the Chair

Date of signing

PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Monday, 2 October 2023 commencing at 11.30 am and finishing at 2.50 pm

Present:

Members: Councillor Nigel Simpson – in the Chair

Councillor Sally Povolotsky (Deputy Chair)
Councillor Imade Edosomwan
Councillor Trish Elphinstone
Councillor Andy Graham
Councillor Jenny Hannaby
Councillor Nick Leverton
Councillor Michael Waine
Ruth Bennie
Fraser Long

By Invitation: Gail Tolley, Independent Chair of the Oxfordshire Education Commission;
Cllr Liz Leffman, Leader of the Council;
Cllr John Howson, Cabinet Member for Children, Education, and Young People's Services;
Cllr Kate Gregory, Cabinet Member for Special Educational Needs and Disabilities Improvement.

Officers:

Richard Doney, Scrutiny Officer
Anne Coyle, Interim Corporate Director for Children's Services
Stephen Chandler, Interim Executive Director: People, Transformation, and Performance

The Scrutiny Committee 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/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

23/23 INTRODUCTION AND WELCOME (Agenda No. 1)

After a number of technical difficulties with the audio-visual equipment in the room which resulted in a delayed start to the meeting, the Chair welcomed those attending. The Chair explained that the meeting had been called to consider the report of the Education Commission and the report of the Local Area SEND Inspection. These had both been on the agenda at the Committee's meeting on 14 September 2023 but

the Committee had resolved to defer the former and the latter had not been published at that point.

The Chair reiterated the Committee's apologies to the Chair of the Education Commission and her colleagues for having deferred the item.

24/23 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 2)

Apologies had been received from Cllr Walker.

25/23 DECLARATION OF INTERESTS - SEE GUIDANCE NOTE ON THE BACK PAGE
(Agenda No. 3)

No declarations of interest were made.

26/23 PETITIONS AND PUBLIC ADDRESSES
(Agenda No. 4)

The Committee was addressed by Melody Drinkwater, Claire Brenner, Anna Antell, Terez Moore, Darren Moore, and Theo Moore.

Each spoke to the inadequacies of the support they had received from the Council and the impact that this had had on them.

The Committee thanked them for addressing them for sharing their very moving experiences and assured them that the Committee was seeking to ensure that improvement happened.

27/23 EDUCATION COMMISSION REPORT
(Agenda No. 5)

Gail Tolley, the independent chair of the Oxfordshire Education Commission, attended the Committee to present the Commission's report, *Time for Change: Improving Educational Opportunity for All Oxfordshire's Children and Young People*. Jeremy Long, Martha O'Curry, and Jan Davison-Fischer, three of the Commission's nine members, were also in attendance. The Leader of the Council, Cllr Liz Leffman, and the newly-appointed Cabinet Member for Children, Education, and Young People's Services, Cllr John Howson, also attended as did the Interim Executive Director for People, Transformation, and Performance ('the Interim Executive Director'), Stephen Chandler, and the Interim Corporate Director for Children's Services ('the Interim Corporate Director'), Anne Coyle.

The Chair of the Commission introduced the Commission's report which explored data for the 2021/22 school year as well as the experiences of stakeholders and made 17 recommendations to the Council which were primarily intended to deliver on the recommendations from the voices of children and young people which the Commission had summarised as:

- Help children who find things difficult; not everyone learns in the same way;
- Let children be good at something in their own way;
- Be ambitious for every child; do not put children in boxes;
- Foster a sense of belonging for every child.

Ms Tolley reminded members that members of the Committee had been given a progress update on the work of the Commission in March 2023 and she expressed the Commission's thanks to those members who had provided responses to the research questions posed.

Ms Tolley drew the Committee's attention to the fact that Oxfordshire's performance data, on first appearances, looked positive when considered nationally. However, it compared unfavourably with its statistical neighbours. Those who find it harder to succeed faced particular challenges and did not achieve the outcomes the Council would desire for them. It was highlighted that there are elements of intersectionality with black heritage pupils on free school meals with Special Educational Needs and Disabilities (SEND) facing particular challenges to success.

The Commission spoke to a range of young people as well as to some parents and to school leaders. There was a consensus that, as set out in part four of the report, there needed to be a reckoning in Oxfordshire.

Ms Tolley emphasised that the focus of the Commission's research was on children and their experiences rather than on structures and that the Commission had been agnostic on the merits of different varieties of school governance. Instead of whether a school was maintained by the local authority or not, the Commission's focus was on results.

There had been a breadth of responses but the Commission had identified a need for clear and collaborative leadership with a shared, clear vision for education and called for partners to play 'the same game not the blame game' (4.6.1). 4.6.3 set out that there were agreed strategies for Early Help and SEND as well as the Practice Framework but there was a need for stakeholders to identify synergies between the implementation plan of the SEND strategy and the action plan based on the Commission's recommendations. The report had been written before the Local Area SEND Inspection but the action plan would, of course, need to connect with that too.

Ms Tolley emphasised that the intention had very much not been for a report to be written to be placed on a shelf but that it ended with a call to action. There were 17 proposals with suggested accountabilities which were in response to the ambition and collective commitments of stakeholders for a reset and a genuine collaboration.

One of the proposals related to the importance of Scrutiny and Ms Tolley urged the Committee to ensure that pupil attainment outcomes should be considered in March 2024 with senior leaders and partners from across the education sector, including school leaders, being invited to attend. Ms Tolley further encouraged the Committee to carefully monitor "educational outcomes for all children and young people, especially the most disadvantaged and vulnerable", as set out in proposal 3 in 5.1.2.

It had been a privilege to chair the Commission and Ms Tolley praised the outstanding work of her colleagues and their commitment to deliver for Oxfordshire's children and young people.

On his first day as Cabinet Member for Children, Education, and Young People's Services, Cllr John Howson explained he was humbled to take on the portfolio and, whilst it was a privilege, he recognised the challenge the Council faced. He thanked the Commission for its detailed and comprehensive report which underlined what parents had recounted earlier in the meeting. There needed to be a vision created in Oxfordshire where no child was left behind. Cllr Howson drew the Committee's attention to the need for vulnerable children who need to move home unexpectedly and immediately mid-year to be placed in schools and, whilst the Council was not responsible for in-year admissions, committed to his ambition to work together to ensure a place was allocated within three weeks.

The Leader of the Council, Cllr Liz Leffman, thanked the Commission for its excellent piece of work. It had drawn out the inequality that existed in the county with pockets of disadvantage that had not been successfully addressed for some years. Whilst this had not been about early years, the Leader emphasised the importance of early years and the recognition of SEND as early as possible. The 17 proposals were extremely important and co-production was necessary. Teacher retention and recruitment was a challenge but was vital. Work with district councils was necessary beyond education and work on Place-making would take account of this report.

Members of the Committee thanked the Commission for a clear, well-written, comprehensive report and noted that it brought together strands of work which had been undertaken over a number of years. There was a need for collaborative work across the Council to put things right. Much of the data was broadly the same as that in reports from the former Education Scrutiny Committee which had made very similar recommendations in 2020 but there had been little discernible action.

Members expressed concern that the Committee had been kept at arm's length from education since the establishment of the People Overview & Scrutiny Committee and that the centrality of Scrutiny to which the Leader had committed at the beginning of this administration taking office would benefit greatly from the restoration of a discrete Education Scrutiny Committee.

The action plan arising from the report should make specific reference to the leaders of the City and District Councils in the outworking of recommendation 5's reference to a pan-Oxfordshire initiative.

Parents are key stakeholders and a parents panel was suggested as a useful contribution to the be included in the action plan.

There was a recognition of the complexity of the interrelationships across the education sector but the Committee was reminded that, as an upper-tier authority, the Council was a lead partner and that collaboration across the local area partnership was key. Whilst the Council did not maintain all schools in the county, given that all but one secondary school is an academy and around half of primary schools, it was important for the Council to use its power of influence for good. There was a call

from members for a sense of ownership and a recognition of the benefits that having senior staff be permanent rather than interim could bring. It was also stated that the strength of the organisation lay in the expertise of its staff who were less senior and that such staff needed to be valued and recognised.

The Interim Executive Director commented at the close of the item in response to the discussions. He thanked the Chair of the Commission and her team for an extremely useful piece of work and welcomed that such information was now all in one place. Ensuring that the child was at the centre of everything the Council did was imperative. Strong relationships across the partnership were essential and the Council was committed to playing its part.

The Interim Executive Director explained that the Council intended to have a single joined up action plan responding to the recommendations from the Education Commission and from the Local Area SEND Inspection which would need to be integrated. This would need to be scrutinised. The Interim Executive Director explained that he would welcome a discussion with the new Cabinet Member for Children, Education, and Young People's Services about the possibility of restoring the Education Scrutiny Committee.

The Committee resolved to recommend the make recommendations to Cabinet under the following headings:

- That the Council should ensure regular data updates are provided to Cabinet and to the Committee on educational outcomes;
- That the Council should explore how to establish and manage panels, such as a children's panel, a parents' panel, and an educational providers' panel, to ensure the insights of key stakeholders are heard to build collaborative and clear partnership working.
- That the Council should consider the adoption of a long-term plan for educational improvement in the county under the heading Oxfordshire Charter for Future Generations;
- That the Council should consider establishing a board for educational improvement;
- That the Council should, once the SEND Working Group has concluded its work and presented its recommendations to Council, commit to providing officer resource and expertise to the Committee in order to undertake a deep dive into early years provision
- That the Council should continue to work with other councils to address the problems associated with key worker recruitment and retention;
- That the Council should ensure that there is sufficient budgetary capacity for the report's recommendations to be implemented;
- That the Council should expedite the establishment of a discrete Education Scrutiny Committee with appropriate resources.

28/23 OXFORDSHIRE LOCAL AREA SEND INSPECTION

(Agenda No. 6)

The Leader of the Council, Cllr Liz Leffman, as well as the newly-appointed Cabinet Members for Children, Education, and Young People's Services and for SEND

Improvement, Cllrs John Howson and Cllr Kate Gregory respectively, attended alongside the Interim Executive Director: People, Transformation, and Performance, Stephen Chandler, and the Interim Corporate Director for Children's Services, Anne Coyle. They attended to present the cover report which set out the indicative action plan development process and proposed governance arrangements in response to the Local Area SEND Inspection report which had been undertaken by the Care Quality Commission (CQC) and the Office for Standards in Education (Ofsted) in July 2023 and which had been published on 15 September 2023.

The Leader introduced the report by thanking the public speakers and by acknowledging that the Council had consistently let down parents over a long period of time and that the Council accepted the report in full. The Leader expected to see significant improvements in a very short period of time and was grateful to the Interim Executive Director and the Interim Corporate Director for their work on the Priority Action Plan ('the Plan') for the Local Area Partnership ('the LAP') which was due to be submitted by 27 October 2023.

The Interim Executive Director expressed his sorrow that the Council had let families, children, and young people down and stated that, to recover, prompt, clear, and concrete action was needed and that the Council was committed to that. There was not much time before the Plan needed to be submitted but workshops had taken place with different stakeholders and the importance of preparing the Plan in partnership was extremely important.

The Interim Executive Director recognised the importance of improving trust and the culture within Children's Services and that would be addressed in the action plan. It was intended that there would be an independent chair of the Oxfordshire SEND Strategic Improvement and Assurance Board (SIAB) and the Interim Executive Director was committed to having the voice of parents and carers represented at every level.

The Committee recognised that the inspection was of the Local Area Partnership as an whole and the Priority Action Plan was therefore the plan of the LAP as an whole. The Committee noted that the Joint Health Overview and Scrutiny Committee ('HOSC') had considered the report at its meeting on 21 September 2023 and that its questions focused on the partnership and on the health-related aspects of SEND provision. The Committee focused its questions more on education matters and on the Council's provision.

The Committee was pleased to hear an unequivocal acceptance of the report and the apologies made on the Council's behalf and of the resolve and commitment to rapid and systemic improvement. The Committee welcomed the ongoing openness to scrutiny of the Interim Executive Director and the Interim Corporate Director. At the same time, the Committee was conscious of the fact that the core leadership team is largely made up of interim appointments and that stability and continuity would be of benefit.

The Committee heard, and noted in the Ofsted report, that "[l]eaders openly acknowledge the urgent need for a 'reset' to repair the fractured relationships with parents and carers and other stakeholders." The Committee agreed that was

essential. The Committee also heard a commitment to improving culture. The poor communication cited in the report had hindered the building of successful relationships and an element of restorative thinking and of building anew successful partnerships with families and with other stakeholders was key. This should include a commitment to co-production and a preparedness to engage with suggestions made by those who did not necessarily have an official relationship with the Council but did have positive contributions to make. Timely, clear, and charitable communication would be essential and the Committee was pleased to hear of the quality assurance work being undertaken in the area of responses to complaints.

The Committee considered that one factor was the difference between the strategic ambitions and the operational happenings. One important element that would be helpful in improving the culture would be to conduct an audit of training available and to consider whether and where improvements were needed. One area that should be considered was whether the right training was provided by the right people in the right place, particularly in relation to neurodivergence.

One challenge of which the Committee was aware was the difficulties for small groups and organisations of providing support for those with SEND in the community. Many make a real difference but the limitations of funding are such that continued engagement is problematic. The Committee noted the existence of the Connected Communities Fund and called on the Council to consider how seed-funding could be appropriately paid out to groups to enable growth and sustainability.

The Committee commended the effectiveness of the outreach work undertaken by special schools in the county and considered it would be valuable were the Council to work with them to consider how best that work could be strengthened and extended.

The Committee discussed the situation with Education and Health Care Plan tribunals and explored if it would be appropriate to recommend that all applications for tribunals should be paused. The Committee was pleased to hear that a number of control measures had been put in place which should ensure that the number of tribunals should reduce markedly and that no such application would be undertaken without the agreement of at least the Deputy Director.

The Committee was keen to explore how it could best work with HOSC to scrutinise Children and Adults Mental Health Services ('CAMHS'), the challenges it was facing, and the resultant impact on children and families.

The Committee was very conscious that the report was a result of the inspection of the Local Area Partnership as an whole. That meant there was a challenge in identifying who was ultimately responsible for leading and holding to account. One of the challenges for the LAP would be to ensure that its leadership and responsibility was clear. The Committee observed that it was very important to build strong relationships with key partners across the LAP.

The Committee established that the Priority Action Plan would be shared with Cabinet before it was submitted to the Department for Education. The Committee emphasised that it was imperative that members of the Committee but also of the Council more widely were aware of the content of the Plan at the earliest opportunity

to enable appropriate oversight and engagement. The Committee recognised, however, that there would be a fluidity and flexibility to the Plan up to the point of submission. The Committee also recognised that the Plan would be a high-level one but that there would be detailed tracking of the actions thereafter.

The Committee resolved to **DELEGATE** to the Chair and Vice-Chair responsibility for making recommendations along with the Chair and Vice-Chair of HOSC. These were subsequently agreed and reported to Cabinet as:

Recommendation 1: For Leadership over the Partnership and of Children and Young People's SEND provision to be explicitly set out and communicated clearly to families and all stakeholders; as well as clear measures of how leadership will be developed and demonstrated at all levels, and to demonstrate how new ways of working with stakeholders will put families at the heart of transformation.

Recommendation 2: To ensure good transparency around any action planning and the improvement journey for SEND provision for Children and Young People, and to develop explicit Key Performance Indicators for measuring the effectiveness of improvements that are open to scrutiny. The committee also recommends for more comprehensive action planning after the publication of the initial action plan requested by Ofsted, and for this action planning to be made fully transparent.

Recommendation 3: For the Leadership to adopt restorative thinking and practices with utmost urgency so as to reassure affected families, and for this thinking to be placed at the heart of any coproduction exercises to help families feel their voices are being heard as well as for the purposes of transparency.

Recommendation 4: To ensure adequate and timely co-production of action planning to improve SEND provision, and for the voices of Children and their families to be taken into account in tackling the systemic failings highlighted in the report. The committee also recommends that the Partnership considers timely allocation of seed funding for the development of co-production involving people with lived experience; and for joint commissioning of training and alternative provision across Oxfordshire, involving multi-agency stakeholders, the voluntary sector and families.

Recommendation 5: To continue to improve working collaboration amongst the Local Area Partnership so as to integrate support mechanisms and services as effectively as possible, and for rapid improvements to be demonstrated on clear and efficient information and patient-data sharing on Children with SEND.

Recommendation 6: For every effort to be made for children and young people with SEND to receive the support that is specifically tailored toward and appropriate to their own needs and experiences; and for those involved in providing support services to be aware of the

additional/alternative services available which a child may also need a referral to. It is also recommended that improvements in one-to-one communications with families should be prioritised by Oxfordshire County Council, using the budget agreed by cabinet immediately following the Ofsted report.

Recommendation 7: To consider the use of digital resources for enablement, including at an individual level; and to ensure EHCPs are up to date and that they constitute living documents for families.

..... in the Chair

Date of signing

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Divisions Affected -

People Overview and Scrutiny Committee

9 November 2023

OXFORDSHIRE SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2022-23

Report by KAREN FULLER

RECOMMENDATION

1. The Cabinet is RECOMMENDED to note the contents of the report and its conclusions.

Executive Summary

2. The report summarises the work of the Oxfordshire Safeguarding Adults Board (OSAB) and its partners over the course of the year 2022-23. It is a requirement set out in the Care Act 2014 statutory guidance that the Local Authority receive a copy of the report and that they “will fully consider the contents of the report and how they can improve their contributions to both safeguarding throughout their own organisation and to the joint work of the Board” (Chapter 14, para 161).
3. The Report is not produced as a document but as a webpage. It is accessible via this link: [Safeguarding Adults Board Reports - Oxfordshire Safeguarding Adults Board \(osab.co.uk\)](https://osab.co.uk/reports-and-publications/annual-report/).

Background

4. Safeguarding Boards are required to share their annual reports with all statutory partners and those partners are expected to consider the report and its contents to decide how they can improve their contribution to both safeguarding throughout their own organisation and to the joint work of the Board (S14.161, Care and Support Statutory Guidance).
5. This report and the work of the Board will take on additional significance in light of the new Care Quality Commission Inspection regime, which will see the Local Authority inspected for the first time since Safeguarding Boards became a statutory requirement. Based on feedback received from the inspection pilot areas, the Board will be asked for its view on the Local

Authority and how they discharge their safeguarding function under The Care Act 2014.

Key Findings

Board work during 2022-23

6. Organisations have continued to see safeguarding as everybody's business and as a priority through many challenges (e.g. funding, recruitment, retention, sickness, reorganisations, industrial action, etc).
7. There has been an increase in safeguarding concerns across all types of abuse and neglect. This increase in concerns is replicated in other Local Authority areas across the country. There is no obvious reason behind this increase in concerns, but there is also a corresponding increase in the number of safeguarding (Section 42) enquiries that have taken place.
8. Despite challenging financial and workforce pressures and the against the continued backdrop of COVID, there is a narrowing gap between the life expectancy for people with a learning disability and the general population. The leading cause of death remains the same as for the general population.
9. The Making Safeguarding Personal approach has been championed throughout the year and there has been an improvement in the number of people who have defined what they wanted to happen as a result of the safeguarding work and who were satisfied with the work that was undertaken. This is excellent progress during a difficult year and demonstrates professionals are continuing to keep the person at the centre of their work with them, empowering them to make the decisions that are important to them and honouring that as much as they are able to whilst seeking to protect them.
10. The Board's annual frontline practitioner survey has indicated that there is still work to do to improve practitioner confidence with escalating concerns when there is a difference of opinion.
11. The Board's annual safeguarding self-assessment indicates that organisations continue to experience issues around recruitment, retention and resilience, which have been included in the impact assessment consistently since it was introduced.
12. As in previous years, Organisations also reported an increase in demand on their services. More people are presenting with multiple needs requiring the coordinated input of several organisations, which can be challenging for services.
13. There has been significant progress in the work of the Multi-Agency Risk Management (MARM) process, managed by the OSAB, since a dedicated Officer has been taken on to chair the meetings. Feedback from adults who are being discussed at the meeting has been positive, with some very positive

examples of adults changing the direction of their lives thanks to the hard work of those involved in the process.

14. Some of these have not been because of huge pieces of work carried out by individual organisations but from professionals attending the meetings, contributing to finding practical solutions (sometimes small things like sorting out a bus pass or helping complete application forms) that improve the persons' everyday lives and demonstrating their commitment to putting the person first.
15. Further information on the MARM process and the full summary report of its first year can be found here: [Multi-Agency Risk Management \(MARM\) Framework - Oxfordshire Safeguarding Adults Board \(osab.co.uk\)](https://osab.co.uk/multi-agency-risk-management-marm-framework/)

Board priorities for 2022-23 from the annual report (and mid-year current position)

16. The Board's Strategic Plan sets out its objectives for the next five years. This is reviewed annually to ensure that the priorities remain relevant and that new or emerging themes are incorporated, where necessary. Examples of key priorities are included below, but the full plan is available to read elsewhere on the Board's website [OSAB Strategic Plan + Action Plan – 2023-27.](https://osab.co.uk/osab-strategic-plan-and-action-plan-2023-27/)

Ambition One: Working in Partnership

17. The Board is only effective if the partners around the table are working together to safeguard adults with care and support needs at risk of abuse and neglect. The Board will build upon the close working arrangements already in place to achieve the following:
 1. The Board Members will work together as a partnership at all levels, looking to strengthen that relationship, empowering those working within our systems.
 2. The Board and its partners will look for greater integration across the Adult and Children's Board, either at Full Board or at subgroup level. This does not have to mean combining the groups but reviewing Board processes and aligning the group agenda it may streamline some of the discussions.
 3. All work will be done with the "so what?" question in mind. If work does not actively improve practice outcomes and is not linked to clear outcomes in the purpose of the work then it will not be taken forward.
 4. The Board will work to improve the understanding of the roles and responsibilities of the organisations working with adults across Oxfordshire, what they offer, what are the thresholds for those services and what to do when there are professional differences of opinion about accessing services.

Ambition Two: Preventing Harm Occurring

18. It is always better to prevent harm occurring rather than responding once harm occurs. The Board will build upon the work that is already in place to achieve the following:

1. Improve the use of the Multi-Agency Risk Meeting (MARM) to assist providers who have cases that are not progressing, such as cases where there are lots of agency involvement but not necessarily a key lead, so that ideas and actions can be shared to improve outcomes. This requires a senior leadership ownership and active engagement to promote the process and hold their own and other organisations to account for its effectiveness.
2. Develop an overarching practice framework for the whole partnership, which includes restorative practice and trauma-informed working and clearly defines what these mean.
3. Develop an overarching commitment and strategy to tackling inequality and anti-discriminatory practice within safeguarding, and actively assess and respond to any identified issues.
4. Improve awareness of the safeguarding support available, the pathways and mechanisms e.g. how to trigger a statutory response before serious harm has occurred, amongst people most at risk and those supporting and working with them (perhaps using the Engagement Subgroup to do this?)

Ambition Three: Responding Swiftly when Harm Occurs

19. When organisations are alerted to abuse occurring, we are responsible as a system for responding swiftly and intervening as early as possible. The Board will build upon what is already in place to achieve the following:
 1. Initiate a system-wide discussion on how we share information and intelligence in a way that reduces requests from information between partners (i.e. proactive information sharing), improving our intelligence and therefore the support we offer in an effort to reduce or remove the risks people are facing, where possible.
 2. Adopting a collaborative problem-solving approach in the face of learning from MARMs, SARs, SI's and difficult or complex safeguarding events. This must come with an acknowledgement that decisions can be extremely complex with no clear right/wrong answer and we will not be able to protect everyone as well as we would want to.
 3. Reviewing the Board's dataset to ensure that the Board is assured when an issue occurs that the system responds in a timely fashion and in line with Making Safeguarding Personal principles.

Ambition Four: Engaging Effectively with People at Risk

20. The Safeguarding Board and its partners should be engaging with those who are using services or have experience of the safeguarding process to better inform our work and improve how we react to incidents of safeguarding. The Board will work to achieve the following:
 1. Hearing the voice of the adult at every meeting, whether it is a success story, a concern or just the experience of someone on the receiving end of our services
 2. Consider an expert by experience at the Board or its subgroups or link into existing expert by experience panels run by partner agencies

3. Work closely with Advocacy organisations/providers to include the voice of those they work with are also heard at Board level
4. Review the strategic plan for 2024 onwards to co-create with people using our services the safeguarding priorities for the partnership

Financial Implications

21. N/A – The Local Authority is not being asked to commit any further financial resources towards the Board beyond what is currently committed.

Comments checked by: **James Thomas, Finance Business Partner**

Legal Implications

The Care Act 2014 requires Oxfordshire Safeguarding Adults Board (OSAB) to ensure that vulnerable adults are safe, and that agencies work together to promote their welfare. The Act sets out a legal framework for how local authorities and other organisations should protect adults at risk of abuse or neglect. The Board has a statutory duty to prepare an annual report on its findings of safeguarding arrangements in its area. There are no direct legal implications arising from the publication of the report.

Comments checked by: Anita Bradley Director of Law and Governance

Staff Implications

22. N/A – There are no additional staff resources being requested by way of this report for the work outlined in the Annual Report.

Equality & Inclusion Implications

23. N/A – there are no additional equality & inclusion implications.

Sustainability Implications

24. The Board have moved the majority of its work to a virtual environment, reducing travel congestion, and no longer prints any materials for Board meetings or training sessions, instead making these available electronically. It has also reduced printing & design costs by making more things, such as this annual report, plain text on the OSAB website.

Risk Management

25. The Board is made up of the partners who attend the meetings, supported by a small team in the Board Business Unit. If organisations do not continue to

provide the level of engagement with the work of the Board it is likely it would fail to meet its duties laid out in statute and its accompanying guidance. As the Local Authority is the organisation charged under The Care Act 2014 to ensure the Board is established and running well, this would represent a reputational risk. It is also likely any such failings would be highlighted under the new CQC inspection framework and in their resulting published report.

NAME Karen Fuller, Corporate Director of Adult and Housing

Annex: Annex 1 – One Page summary of the Report

Full Report: [Safeguarding Adults Board Reports - Oxfordshire Safeguarding Adults Board \(osab.co.uk\)](#)

Contact Officer: Steven Turner, Strategic Partnerships Manager, 01865 328993

[October 2023]

Oxfordshire Safeguarding Adults Board Annual Report – 2022-23



6 Key Messages

1. Organisations have continued to see safeguarding as everybody's business and as a priority through many challenges (e.g. funding, recruitment, retention, sickness, reorganisations, industrial action, etc)
2. Safeguarding concerns have continued to rise (14% increase on 2021-22) as they have since 2018-19 (a 39% increase between these periods). This trend is in line with national and regional increases in concerns.
3. Safeguarding enquiries (those incidents deemed to meet the Care Act 2014 criteria for safeguarding) have also risen at a similar rate to last year and again in line with regional & national trends.
4. A person's own home remains the most likely place for them to experience abuse, with neglect remaining the most common type
5. Only 1% of people were unsatisfied with the outcome of the safeguarding work done to protect them
6. 80% of people deemed to lack capacity had an advocate (family, friend or impartial advocate)

Page 23

5 Key Themes

1. Professional curiosity about a person's background or the veracity of self-reported information could be improved
2. Risk Assessments are often done in isolation without input from other agencies
3. Discussions about a person (e.g. in supervision) and the outcome/actions are not routinely recorded on the person's file
4. There is a lack of flexibility in our ways of working with people who professionals find complex or difficult to engage
5. Multi-agency/joint work is often seen as a last resort than an option for earlier intervention

4 Key Priorities for the Future

Working in Partnership	Preventing Harm Occurring	Responding Swiftly	Engaging Effectively
<ul style="list-style-type: none">• Reviewing practical operational relationships with the OSCB and Safer Oxfordshire Partnership• Improving understanding of the roles & responsibilities across organisations & the system	<ul style="list-style-type: none">• Improve the knowledge and use of the MARM process to intervene early• Develop overarching practice framework, including what trauma-informed work looks like	<ul style="list-style-type: none">• Adopt a collaborative problem-solving approach to learning from incidents• Review the Board's dataset to ensure a swifter systemic response to issues	<ul style="list-style-type: none">• Bring Advocacy & 3rd Sector organisations into the Board's work to gather voices not currently heard at Board• Involve experts by experience/service user voices in the work of the Board.

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Agenda Item 6

Divisions Affected - All

People Overview and Scrutiny Committee – 9 November 2023

Oxfordshire Safeguarding Children Board (OSCB) Annual Report Report by Corporate Director of Children's Services

RECOMMENDATION

1. **The Committee is RECOMMENDED to** note the annual report of the Oxfordshire Safeguarding Children Board senior safeguarding partners and to consider the key messages.

Executive Summary

2. This paper highlights findings from the Board's annual report on the effectiveness of local arrangements to safeguard and promote the welfare of children in Oxfordshire.

Background

3. Local multi-agency safeguarding arrangements are the collective responsibility of chief officers in the county council, the Integrated Care Board and Thames Valley Police.
4. These three senior safeguarding partners agree ways to co-ordinate their safeguarding services for children; act as a strategic leadership group in supporting and engaging others; and implement local and national learning including from serious child safeguarding incidents. They work with relevant partners through the Oxfordshire Safeguarding Children Board, under the leadership of an Independent Chair. The arrangement is referred to as the "Oxfordshire Safeguarding Children Board (OSCB)".
5. The report can be accessed in full on the [OSCB website](#).

Key Issues

6. The OSCB Annual Report sets out the safeguarding challenges in Oxfordshire. The report shows the need to improve practice with respect to the themes of: (1) Neglect (2) Child exploitation and (3) Keeping children safe in education.
7. There are key messages for system leaders to bring a collective focus to:

“Ensuring early help is led and resourced at a senior level in line with the Children and Young People’s plan”

“Ensuring organisations are doing everything they can to support safeguarding priorities of neglect, child exploitation and keeping children safe in school. This needs whole system change and should be everyone’s business”

“Making sure capacity and demand issues in organisations are known across the partnership so we can tackle them together as a whole system. This includes issues of recruitment and retention of our highly valued workforce”

8. The Child Safeguarding Practice Review Annual report sets out what the safeguarding partnership can learn from the most serious and complex reviews.
9. Over the last year two Child Safeguarding Practice Reviews were commissioned and six Rapid Reviews completed. Practical learning from these reviews informed the OSCB training programme for local workers and volunteers. It also informed learning summaries, workshops and an online conference.
10. The strategic messages for system leaders from these reviews, are:
 - The partnership took learning from repeat themes with moving from “What is wrong with you to what has happened to you”
 - Recognise the importance of key adults in a child’s life and involve them in any assessment made
 - Avoiding using victim blaming language in reports referring to young people in any reporting
 - The importance of understanding family dynamics including the history of the family and particularly in large families
 - The importance of understanding the impact of historical intra familial sexual abuse
 - Neglect was not recognised which led to significant harm of children
 - More robust pre-birth assessment and planning is required
 - Further understanding is required in neurodiversity and the impacts this has on parenting ability
11. The Performance Audit and Quality Assurance Annual report sets out what is understood about the effectiveness of safeguarding practice. The report has evidence of high standards of partnership working and acknowledges the complex challenges and pressures faced by workers over the pandemic. It summarises the common themes for learning and improvement to support vulnerable children. It concludes that:
12. **Our current priorities for system change are right – we just need more traction on making change happen.** This means helping practitioners learn how to identify early and deal with neglect; bringing together educational leaders to work on issues regarding exclusions and alternative provision to keep children safe in education; ensuring earlier and timely access to mental health and well-being services.

13. **We need to work better as one system.** We all need to think about how we work together based on what we have learnt. For example, reminding practitioners to use multi-agency chronologies, share information.

Corporate Policies and Priorities

14. The report outlines the Safeguarding Children Board's priorities, the learning from Child Safeguarding Practice Reviews, the outcomes of quality assurance work and the summarised findings with respect to the unexpected child deaths in Oxfordshire. The report supports the vision, values, objectives and strategic priorities in the County Council's Corporate Plan (see [Corporate Plan](#)).

Financial Implications

15. The Oxfordshire Safeguarding Children Board is funded by the local safeguarding partnership including the County Council, District Councils, the Integrated Care Boards, Thames Valley Police and the National Probation Service. The budget contributions and expenditure are outlined in full detail in appendix B of the report.

Comments checked by:

Legal Implications

16. Working Together to Safeguard Children (2018) is a Department for Education (DfE) statutory guidance which requires safeguarding partners to publish an annual report. The intention is to 'bring transparency for children, families and all practitioners about the activity undertaken' by the safeguarding partners. There are no direct legal implications arising from the publication of the Annual Report.

Checked by: Anita Bradley Director of Law and Governance

Anne Coyle
Corporate Director of Children's Services

Annexes:

Annex 1: OSCB Annual Report

Annex 2: Child safeguarding practice review subgroup annual report

Annex 3: Performance, audit and quality assurance subgroup annual report

Contact Officer: Laura Gajdus. Business Manager - OSCB

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OSCB
Oxfordshire
Safeguarding
Children Board

Annual Report 2022/2023



Foreword from the Senior Safeguarding Partners

Welcome to this Annual Report and thank you for your interest in the vitally important subjects of safeguarding and protecting our children. The report is published by Oxfordshire Safeguarding Board (OSCB) which includes the three statutory safeguarding partners (Oxfordshire County Council, Thames Valley Police and ICB (Integrated Care Board).

In our fourth year of reporting as senior safeguarding partners it has been rewarding to see progress across the system and to recognise and commend practitioners for some effective safeguarding work. The safeguarding message is becoming widespread in Oxfordshire; recently an electrician from a local firm contacted the MASH due to concerns he had about the children in a house in which he was working.

We are never complacent and are alert to the issues affecting children and try to be responsive to meet those needs and keep children safe in Oxfordshire. Our agenda will encompass those on the Children and Young Peoples Plan led by the Children's Trust Board.

Similarly to last year, Early Help Assessments remain low whilst children Subject to a Child Protection Plan or becoming Children We Care for by the Local Authority continue to rise.

Two Child Safeguarding Practice Reviews (CSPRs) were commissioned this year and six Rapid Reviews of children were completed. Messages from these cases will be highlighted later in the report.



Message from the OSCB Independent Chair

I am pleased to report the partnership remains strong. There have been changes to key members of the partnership and the new members are equally committed to the safeguarding agenda.

As highlighted by the Safeguarding Partners we can never become complacent and must continue to respond to emerging and existing safeguarding issues. This includes those issues that persist from the pandemic, notably concerns around adolescent mental health and school attendance – the OSCB is supportive of children being in school.

The cost-of-living crisis has adversely affected families and we are committed to working with partners to support those families and their children to thrive.

The constitution of the boards has been reviewed and signed off. There is new vision for the board.

In the spirit of joint working and better communication the OSCB and Adult Safeguarding Board (OSAB) partners will be having regular joint meetings to discuss some shared issues affecting both adults and children. I see this as a positive step and an example of how responsive we are as a partnership.

Derek Benson



Derek Benson,
OSCB Independent Chair

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Introduction

The guidance, 'Working Together 2018' requires safeguarding partners to publish an annual report. The intention is to 'bring transparency for children, families and all practitioners about the activity undertaken' by the safeguarding partners.

This report sets out what we have done to achieve our shared vision and aims for children in Oxfordshire.

Our vision

Working together to help children, young people, and families to thrive.

Our aims

We want to provide Oxfordshire's safeguarding partnership with:

1. Leadership and governance
2. Direction on improving practice
3. Scrutiny and quality assurance



Providing leadership for effective safeguarding practice



Martin Reeves
Chief Executive of
Oxfordshire County Council



Steve McManus
Interim Chief Executive
Buckinghamshire, Oxfordshire,
and Berkshire West Integrated
Care Board



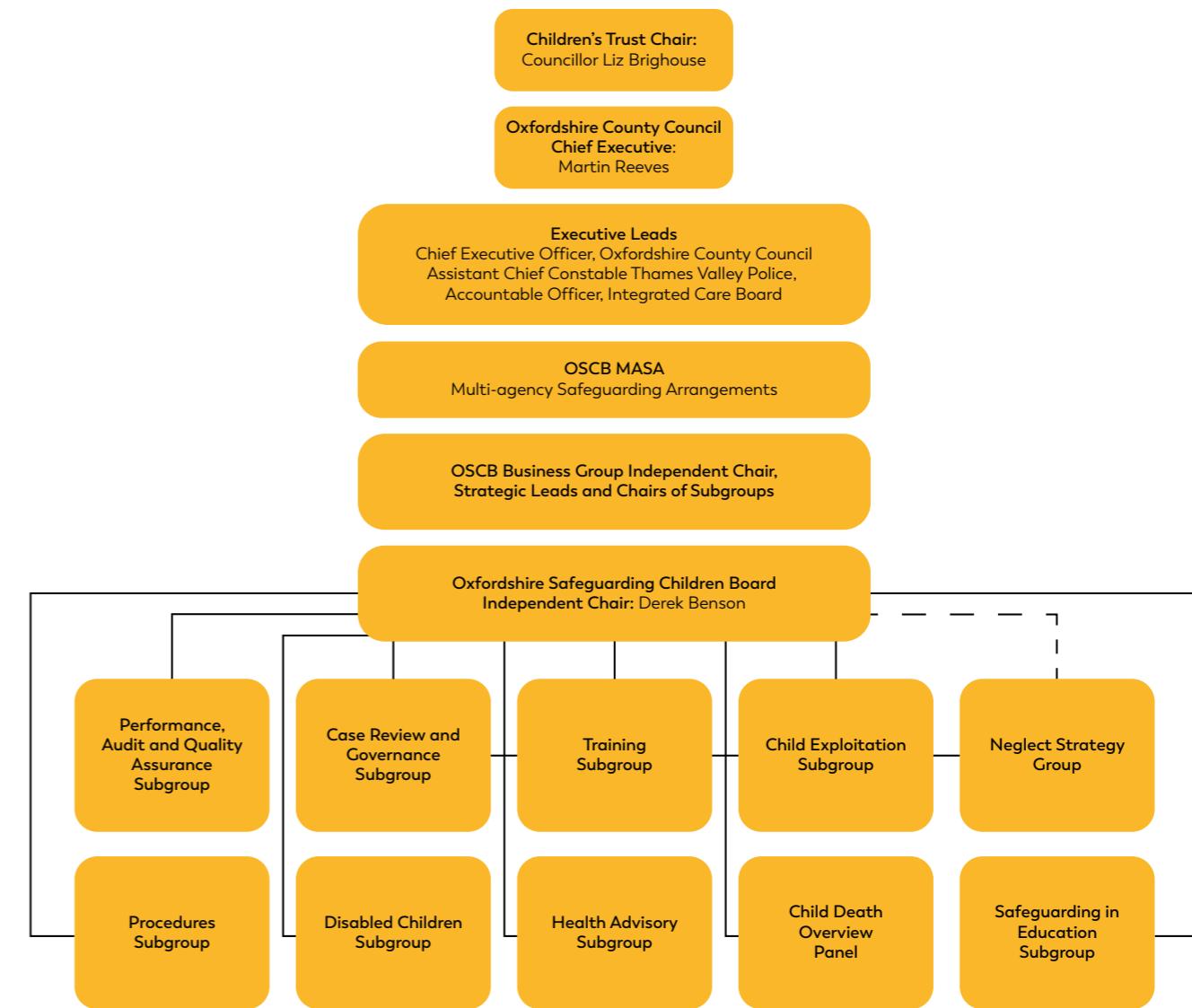
Jason Hogg
Chief Constable,
Thames Valley Police

Structure Chart Oxfordshire Multi - Agency Safeguarding arrangements

The Executive Group is responsible for overseeing Oxfordshire's safeguarding arrangements.



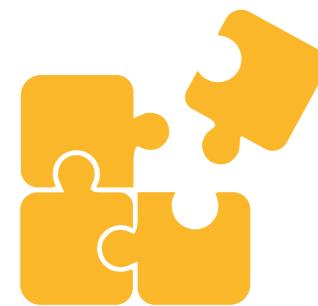
The Oxfordshire Safeguarding Children Board brings together local organisations, which deliver services that affect families' and children's lives.



Safeguarding work is driven by multi-agency subgroups. Each subgroup has a workplan which is reviewed every time it meets. Information on them, our membership, funding, and links to other partnerships are in links at the end of this report.

Our partnership seeks assurance of safe practice by:

- Providing oversight
- Identifying and escalating emerging issues
- Seeking resolutions
- Challenge and holding each other to account



The board also includes independent community members and voluntary sector members.

Update on the last 12 months

An audit of repeat Child Protection Plans highlighted the issue of neglect as being a key issue. The Neglect Strategy and assessment tools were revised and re-launched and a number of multi-agency learning events took place.

The board is live to safeguarding issues in other local authorities in case there are lessons or actions for us in Oxfordshire.

An inquest into the sad death of Awaab Ishak in December 2020 found his respiratory condition developed as a result of mould in the one bedroom flat in which he lived with his parents. As a response to this case - Oxfordshire homes have reviewed their safeguarding procedures and supported the OSCB to make representations to the government about the national housing crisis which is also impacting families in Oxfordshire.

Children in Oxfordshire

The Office for National Statistics (ONS) Population projection for 0-17-year-olds in Oxfordshire is currently 148,097.

What we know about different levels of support for children and families...

↑ Early help in Oxfordshire

The Children's Trust has agreed a target to increase the number of strength and needs documents (early help assessments) to 5000 in 22/23.

Although the number rose by 27% in the year to 3599 it still fell short of the 5000 target. An additional 289 strength and needs forms were completed within the health visitor pilot completed by Oxford Health.

Partners have committed to improving the amount of early help offered to children and their families in the forthcoming year to:

- a. List their 2022/23 early help targets
- b. Identify their performance against these targets
- c. Identify the barriers/challenges to achieving the target
- d. What they are going to do differently
- e. What the governance for early help reporting is?
- f. Targets for 2023/24?
- g. Actions to address the 3 priorities:
 - i. Early Help and Mental Health and Well-Being
 - ii. Early Help and 0-5-year-olds
 - iii. Early Help and SEND early intervention

Contacts into the Multi-agency Safeguarding Hub

↑ Request for support through the Multi-agency Safeguarding Hub (MASH)

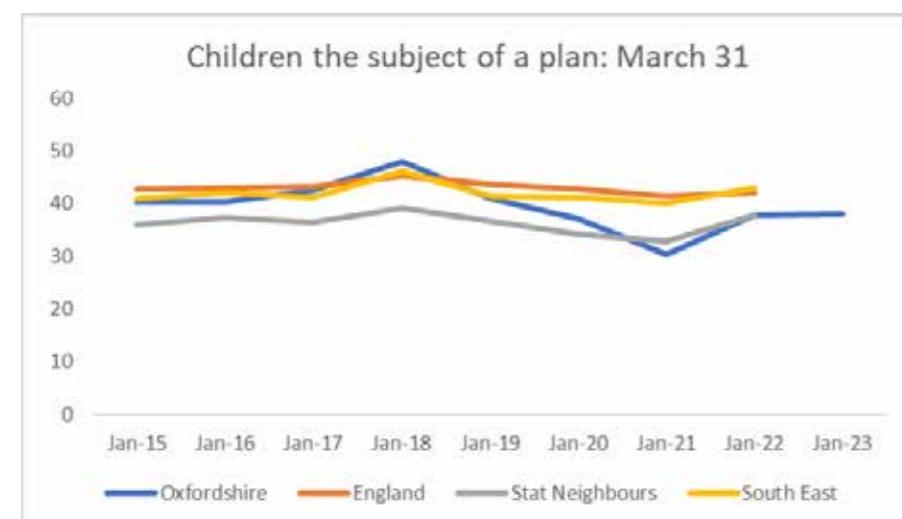
The Multi-Agency Safeguarding Hub (MASH) is the point of entry into Children's social care if there are significant concerns about the wellbeing of a child. It facilitates the sharing of information between services so risks to children can be identified at an early stage.

MASH is a partnership between Oxfordshire County Council, Thames Valley Police, The National Probation Service, NHS health services, South Central Ambulance Service and Drug and Alcohol Services.

MASH contacts rose by 35% in 20/21. In 21/22 they rose again, by 18%. In 22/23 they rose by 3%. The target set was based on the level of contacts pre Covid. Since then, not only have we had the Covid impacts, but also cost of living crisis that has increased potential need and associated concerns amongst other professionals. There is management oversight on all contacts at the first point of entry and during the decision-making process. All children presented cases in the MASH are RAG rated. All children at risk of significant harm are responded to immediately.

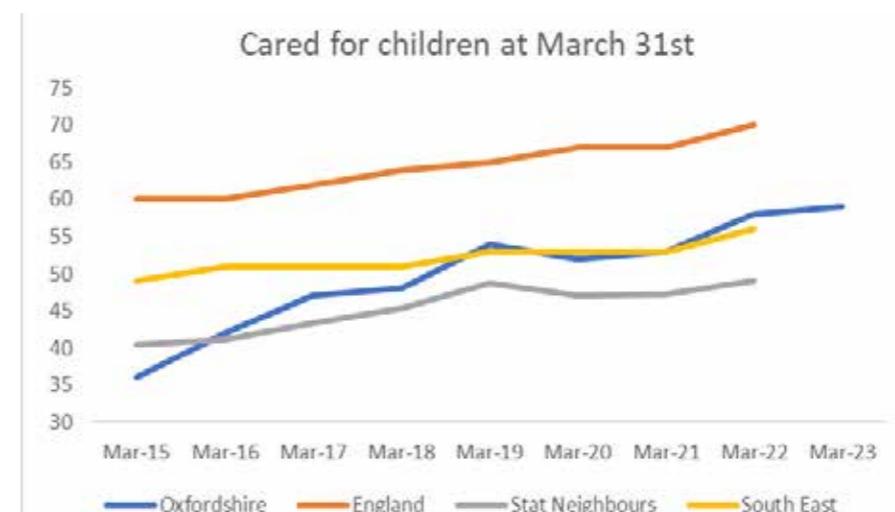
The expanded MASH Exploitation team is now live.

↑ Support through a child protection plan



475 last year to 567 children this year. This number is still lower than in 2019.

↑ Children we care for

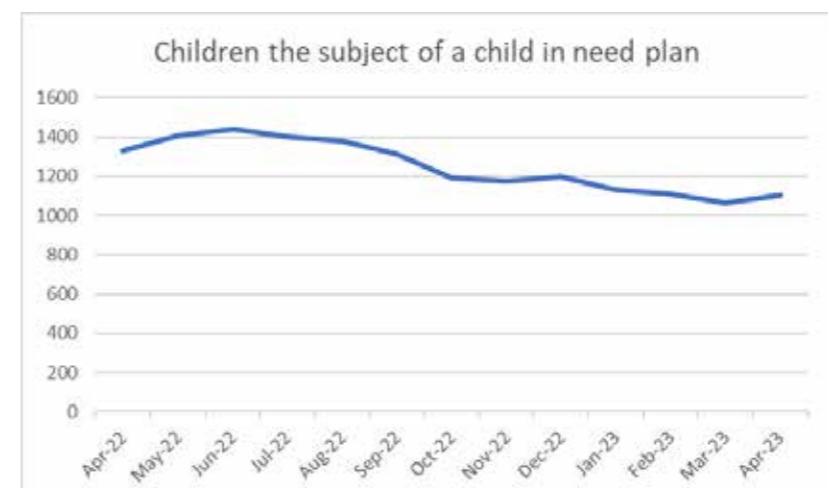


The number of cared for children rose in the year from 854 to 871. This was driven by an increase in unaccompanied asylum-seeking children (rising from 58 to 101) whilst the number of local children fell from 796 to 770. The number of children we care for is around 60 less than at the end of August and continues on a downward trend.. This increased check, challenge and support resulted in the number of children being cared for dropping in Q2 to 50, 74 in Q3 and 30 in Q4.

(Note there is no comparative data on child in need plans).

1104 children were the subject of a child in need plan at the end of March 2023 – down 17% on 12 months earlier. In the year there has been a focus on ensuring plans are closed in a timely manner and stepped down to early help or no support as appropriate.

↑ Support for Children in Need



The effectiveness of safeguarding arrangements

Our partnership has 3 safeguarding issues which continue to be reviewed:



We need to support those families, who are not yet meeting all the needs of their children.

We need a system-wide approach to keeping children safe from harm outside their home & from child exploitation.

Local arrangements need to be properly understood and better used to keep children in full time education.

Children are often safer in school

- The number of children permanently excluded is a third of the 18/19 level, but the number of children suspended is rising 55% of primary school pupils and 33% of secondary school pupils who were suspended last year had special educational needs.



Neglect of children in the family home

- The number of children subject to current and repeat child protection planning for neglect continues to be high.
- A significant amount of work has been completed by the partnership to revise and update the tools for assessing neglect and supporting families where neglect is a significant issue.

Minimising risks to children outside the home

- A multi-agency Child Exploitation screening tool has been updated to assess children believed to be at risk of harm outside the home.
- Parents/carers are vital in safety planning to help protecting their child with the support of professionals.



Findings from Child Safeguarding Practice Reviews

In 2022/23 the OSCB has worked on 6 Rapid Reviews involving 17 children and commissioned 2 CSPRs in 22/23 involving 3 children.

Two Children's Safeguarding Practice Reviews (CSPRs) (Previously known as Serious Case Reviews - SCRs) were commissioned.

1. Child G was a young person cared for by the Local Authority who was sexually exploited when living in independent accommodation.
A Report and Learning summary has been published on the OSCB website.
2. A review into a 2nd child will not be published on the OSCB website as agreed by the National Panel.

- See beyond the behaviours of the child – remembering that behaviour is communication.
- Embed the culture of early help and increase the number of early help assessments to divert children & families from statutory intervention.
- A child in school is usually a safer child – schools to be encouraged to hold a meeting with partners before excluding or permanently excluding a vulnerable child to see what can be done to keep them in school.
- The support offered to children Electively Home Educated (EHE) children is vital to ensure systems are in place to support their education and wellbeing.
- Ensure rigorous commissioning and quality assurance of placements for the children we care for.
- Maintain oversight of how we record and share information – work is being completed by the OSCB on safe information sharing between partners & resolving disputes between professionals.
- Review access to mental health services for children & young people – especially CAMHS and Eating Disorder services.
- When completing assessments make sure all the other areas where the child have lived are contacted for information.
- Mobile families who move across boundaries can fall through the systems if communication is poor.

What we know:

The repeat safeguarding themes identified in reviews last year are still current:

More early help for families is needed.

The recognition & impact of neglect on children.

Exploitation of children outside the home.

A child in school is a safer child.

However, there are new repeat factors from the more recent reviews:

The impact on the family of historical intra familial sexual abuse.

Placement sufficiency for young people.

Access to services which support with children & young people with emotional health.



The Multi-agency Safeguarding self-assessment

Oxfordshire's Safeguarding Self-Assessment requests and gathers information from board member agencies on the safeguarding arrangements made in line with Section 11 of the Children Act 2004, and standards developed by the Local Government Association for Adult Services.

It provides agencies with the framework to measure and quality assure their safeguarding arrangements, and the opportunity to evidence the impact of policies and practice on children and adults in Oxfordshire, as follows:

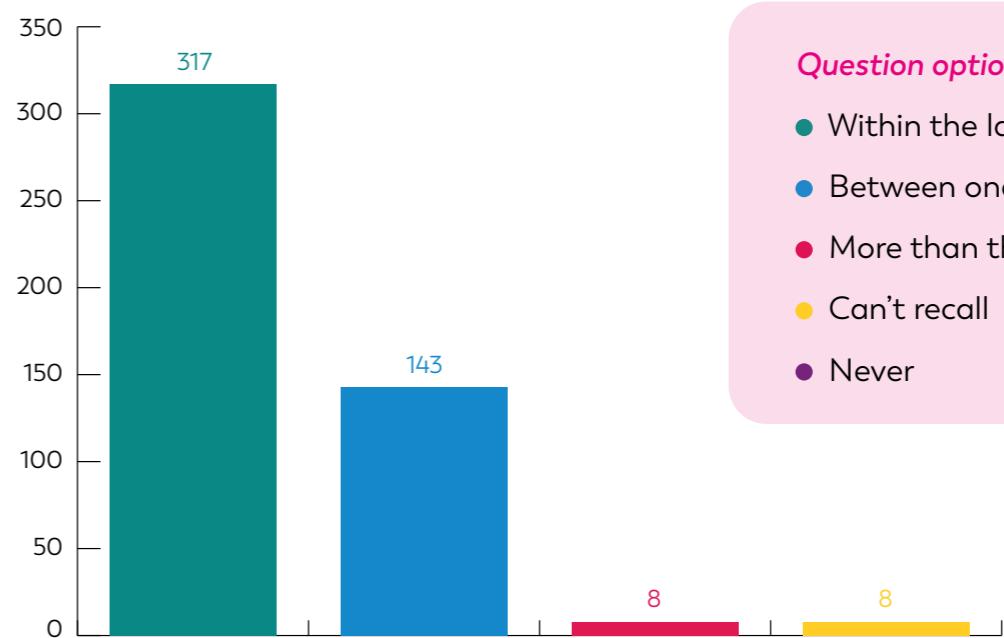
- Partners were asked to show evidence to how safeguarding and promoting the wellbeing of children, young people and adults is prioritised within their organisation and provide evidence of how their organisation has been able to learn and improve your safeguarding practice
- We asked partners to measure the effectiveness of their safeguarding arrangements and joint working to protect the children, young people and adults with care and support needs
- We asked Partners to show evidence of good practice and areas for development within their organisation to support improvement / development plans
- Partners were asked to support the board in identify training needs and plan for the provision of training, and development of tools and resources to support practice

This report summarises what the self-assessment and peer review process tells us about the effectiveness of our safeguarding arrangements in Oxfordshire, and the effectiveness of joint working locally to protect children, young people and adults with care and support needs.



Some of the headlines

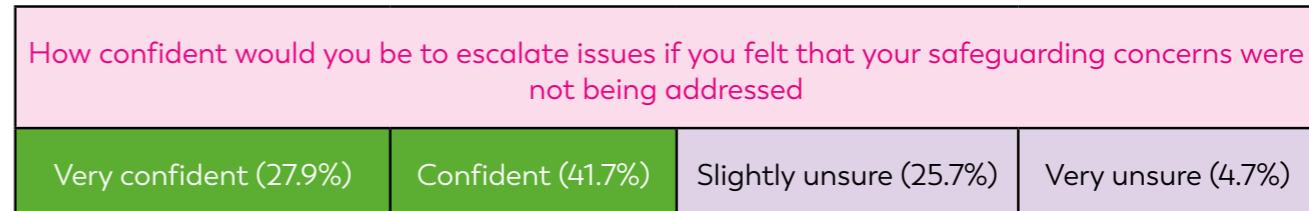
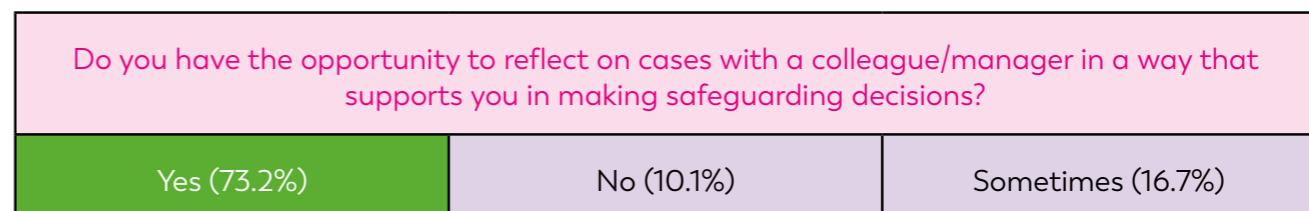
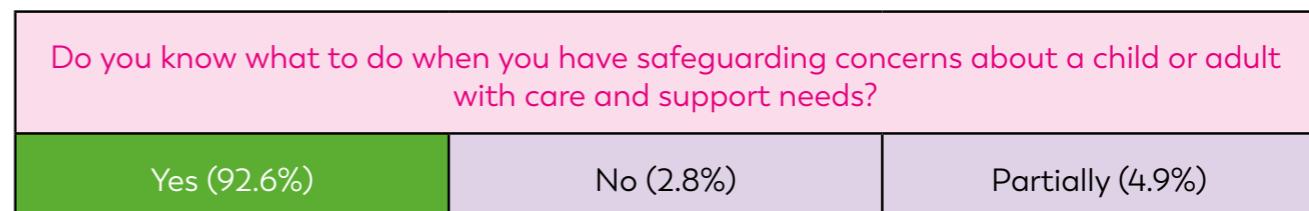
When did you last attend safeguarding training?



Question options

- Within the last year
- Between one and three years
- More than three years ago
- Can't recall
- Never

Your safeguarding practice



Findings from Child Death Overview Panel 2022-23

WHO ARE WE?
The CDOP Panel are a multiagency subgroup of the OSCB, who meet 4 times a year.

WHAT WE DO?
In accordance to statutory guidance, review the death of all children residents in Oxon.

AIM:
To take forward recommendations to influence strategic changes and practice and ultimately reduce the incidence of child deaths.

Deaths in children are always very distressing for parents, carers, and practitioners. Reviewing the confirmed causes of childhood deaths can lead to effective action in preventing future deaths, which is at the core of the process. A more detailed report is scrutinised by the Safeguarding Partnership Board annually. A report is also submitted to the NHS hosted National Child Mortality Database which contributes to analysis and learning. There are published thematic reports which are shared and used to influence national leaders.

Summary

In 2022-2023 there were 38 notifications of a child dying in Oxfordshire area. It was noted that this is the second consecutive year with a slight rise, however the numbers remain too small for this to be statistically significant. 34% of notifications this year were about infants under 27 days old, this is a reduction on the previous year. There were 12 joint agency meetings for a family in which their child died suddenly. The Child Death Overview Panel met 4 times and reviewed 30 cases. 33% of those cases reviewed had 'modifiable factors', compared to the national figure of 39%. The most frequently seen modifiable factors were smoking in the household, unmet mental health issues for parents and co-sleeping.

Learning and actions from the reviews completed in 2022-2023

Palliative care has remained a theme of learning within reviews throughout 2022-23. The value of early, proactive planning, involving both acute, community and palliative care teams has been clearly demonstrated however practice remains inconsistent. Pathways are being reviewed and learning is being fed back to wider teams through the strategic clinical network for NHS SE.

It has been recognised that in this review year there have been occasions in which delays in identification of serious illness have been noted. Viral illness developing into life threatening events, post operative complications and obscuring of symptoms (overshadowing) have all been explored within panel.

There were 28 recommendations from the reviews during 2022-23 relating to communication issues. It has been acknowledged by teams and practitioners that as demand has increased, pressures on staff have reduced the time available to construct comprehensive handovers and communication updates. Good multi-agency and multi-professional active communication is essential to holistic and well-coordinated care.

Services are committed to ensuring the ongoing care and safety of children. Members of CDOP have a forensic approach to the Panel's work ensuring that all possible learning is derived from each child's death, that trends are identified and acted upon as quickly as possible and that the voice of parents and carers, and, where possible, children and young people, is heard and responded to. Whilst there is always room for improved communication and information-sharing across and within services, agency representatives on the Panel are committed to taking all learning back to their colleagues.

As a result, service changes have been made in a timely manner and more collaborative and joint working has led to more effective and efficient sharing of resources across the local system.



Embedding Learning and Improvement

- Twitter The OSCB aims to improve practice through learning from reviews. We keep in touch with practitioners and run online events. We always aim to facilitate at least one annual conference as well as two large scale learning events.

OSCB Learning Event: Follow up Learning Event on Child Exploitation

Date: June 2022

This was a follow up event to the first one held in January 2022.

- Consolidating and concluding the 'time-limited' work streams.
- Launching the framework for child exploitation/Safeguarding Adolescents for 2022-2025.
- Launching the child exploitation/Safeguarding Adolescents Vision/Pledge/ Promise; and
- Remembering Jacob.

OSCB Learning Event: Violence Against Women and Girls

Sexual and physical violence, predominantly against women and girls, are recurring themes across local and national CSPR's.

Responding to domestic abuse has been highlighted as a challenge by the majority of agencies in this year's Self-Assessment returns.

The recent OFSTED review of sexual abuse in schools and colleges revealed how prevalent sexual harassment and online sexual abuse are for children and young people and the murders of Sarah Everard, Sabina Nessa, Biba Henry and Nicole Smallman have increased calls to collectively change the narrative and response to VAWG, to better safeguard women and girls and educate children and young people.

Date: Feb 2023

This learning event was well received by attendees who commented on the dynamic and vibrant approach to sharing the information on a difficult topic.



OSCB Learning events: Trauma informed practice

Background: To increase awareness and understanding of the impact of trauma on children, young people, and their families.

Date: November 2022

The realisation that many families have experienced and/or are living with trauma and how workers can work more intuitively to help them work through it and support them to succeed.



Learning through training

Overview:



Practitioners have told us about OSCB training:

- ‘I found the course delivered by 2 knowledgeable and experienced DSLs to be extremely helpful.’
- ‘Trainer from today was exceptional with inclusion of participants and great at time keeping.’
- ‘(the training) was engaging, interesting, and we had space to converse and ask all the questions needed.’
- ‘It was good to think about the more holistic approach to safeguarding, rather than just the usual process and procedure agenda.’
- ‘Details about the Chronology practice was very helpful and will support our setting in early identification of patterns and issues of any struggling families.’
- ‘I have made an action list to be included in our Safeguarding action plan for 2023 with notes from the training.’



OSCB Trainers are Volunteers:

- 77 volunteer safeguarding trainers (75 in 21/21)
- 10 new trainers completed our ‘Train the Trainer’ course this year (12 in 21/21)
- 2 development sessions were held for trainers to build their knowledge of OSCB Rapid Reviews and Child Safeguarding Practice Reviews, kinship care, update on neglect and the effect of pornography on young people (3 in 21/22)

Thank You

For sharing your expertise for free.

The trainers are an invaluable line of communication for the safeguarding network. They meet Oxfordshire’s workforce over 100 times each year and feedback their views directly to us.

OSCB Trainers have told us:

- ‘Having a multi-agency group of delegates means there are perspectives, experiences and knowledge from a broad range of practitioners. Partnering up with different trainers each time also offers an opportunity to learn about good practice and strengthen agency partnerships’
- ‘We don’t have all the answers but the beauty of being part of the training pool is that when delivering to many professionals across many different settings, we find those answers together in a supportive and professional way.’
- ‘Being part of the Training Pool has been a two-way process for me, it has allowed me to share my experiences with other professionals from many different settings, which I hope has helped them to navigate their way through some difficult, challenging situations whilst at the same time, enabled me to learn from those professionals too.’
- ‘Developing, organising and delivering good quality, engaging training is what sets my soul on fire!’
- ‘Working alongside other professionals is awe inspiring as each sector shares a dimension of safeguarding I might not have considered’
- ‘Every time I deliver a course, I learn something from the co-trainer and delegates’

Evidence and Assurance

The OSCB looks at the children's safeguarding system in different ways to check how well it is working.



ASSESSMENTS

Organisations check how well they comply with safeguarding standards and look at pressures on their services.

We reviewed 11 large services which support children in some way through a self-assessment and a peer review.



AUDITS

We review how well organisations work with others to support children.

We reviewed children's experiences of support, where they were at risk of exploitation, where they had experienced substantial neglect.



VIEWS

From practitioners, families and children: an important part of the jigsaw, these are included wherever possible.

Over 700 practitioners completed an online safeguarding questionnaire for the OSCB.



DATA

We review facts and figures against local targets.

We review data on all safeguarding pressure points at all levels of the partnership on a bi-monthly basis.

Annual Report 2022/23 Conclusions

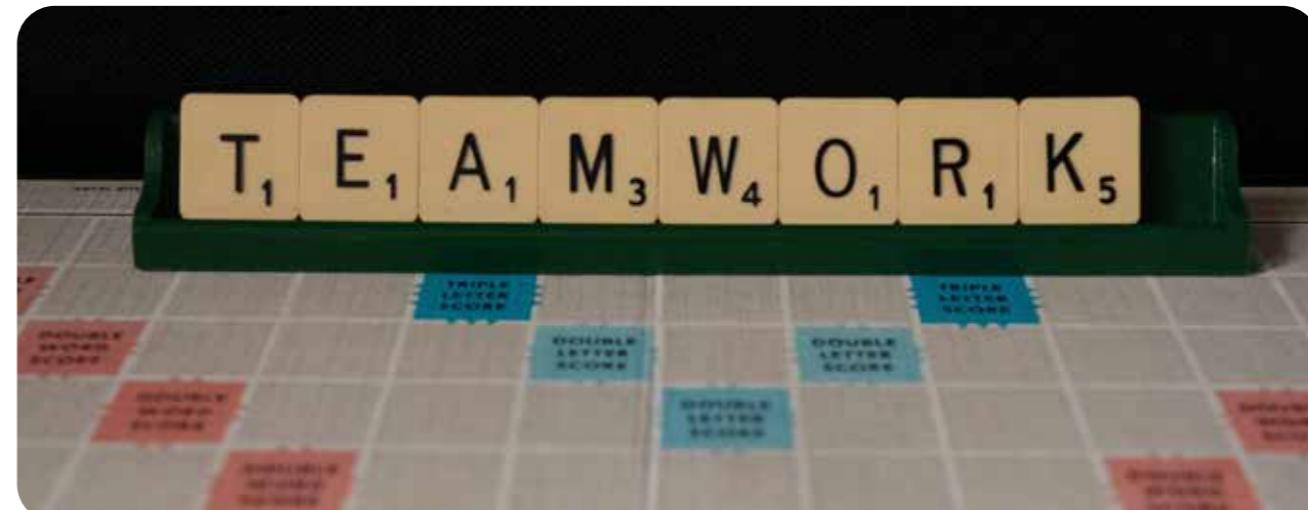
Strategic safeguarding partners need to take a lead on embedding the learning from 2022/23 in their organisations and across the system. This includes:

- The common themes which will be taken forward by the partnership into next year are; Acknowledgment that the safeguarding agenda continues to expand, and the partnership remains committed to helping all children living in Oxfordshire to thrive and be safe
- It is important to read the back stories of families we are working with, including those who have moved across boundaries. The past will often inform the future
- Think creatively when working with families – do not be constricted by procedures
- We learn from audit and review and by professional challenge

Our local community: safeguarding is everyone's business.
Please report a concern if you are worried.

If you have a concern about a child, please call the Multi-Agency Safeguarding Hub (MASH) on **0345 050 7666** during office hours.

Working together to help children, young people, and families thrive.





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Child Safeguarding Practice Review (CSPR) subgroup Annual Report 2022-23



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Introduction

This is the 2022-23 annual report from the Chair of the Child Safeguarding Practice Review (CSPR) subgroup of the Oxfordshire Safeguarding Children Board (OSCB).

It covers information on all reviews considered and commissioned as well as any action taken over the last 12 months.

The CSPR subgroup

The purpose of the subgroup is to support the OSCB in fulfilling its legal duty to undertake reviews where the criteria¹ is met. It has the local duty to undertake reviews where learning could lead to improvements in practice. The aim is to help the OSCB learn from the most serious and complex situations and incidents.

The subgroup members come from:

- Thames Valley Police
- Oxfordshire County Council's children, Public Health, education and legal services
- The NHS through the Buckinghamshire, Oxfordshire, Berkshire Integrated Care Board, Oxford University Hospitals FT and Oxford Health NHS FT
- The local education community

National Context

The Department for Education's National Panel for Child Safeguarding Practice Reviews maintains national oversight of review work. Over the reporting period the National Panel for Child Safeguarding Practice Reviews has produced papers on the [management of bruising in non-mobile infants](#), [safeguarding children with disabilities and complex needs in residential setting](#) an [Annual Report](#) for 2021- 22 as well as good practice examples of completing Rapid Reviews.

Serious Incidents

Serious incidents are referred for a Rapid Review in line with guidance in [Working Together 2018](#). Appendix A explains how the Department for Education defines a serious incident.

The CSPR subgroup also reviews cases referred by board members if they present concerns in how well agencies have worked together to safeguard children. This includes cases which may have met the (RTH) OUH Serious Incident Framework².

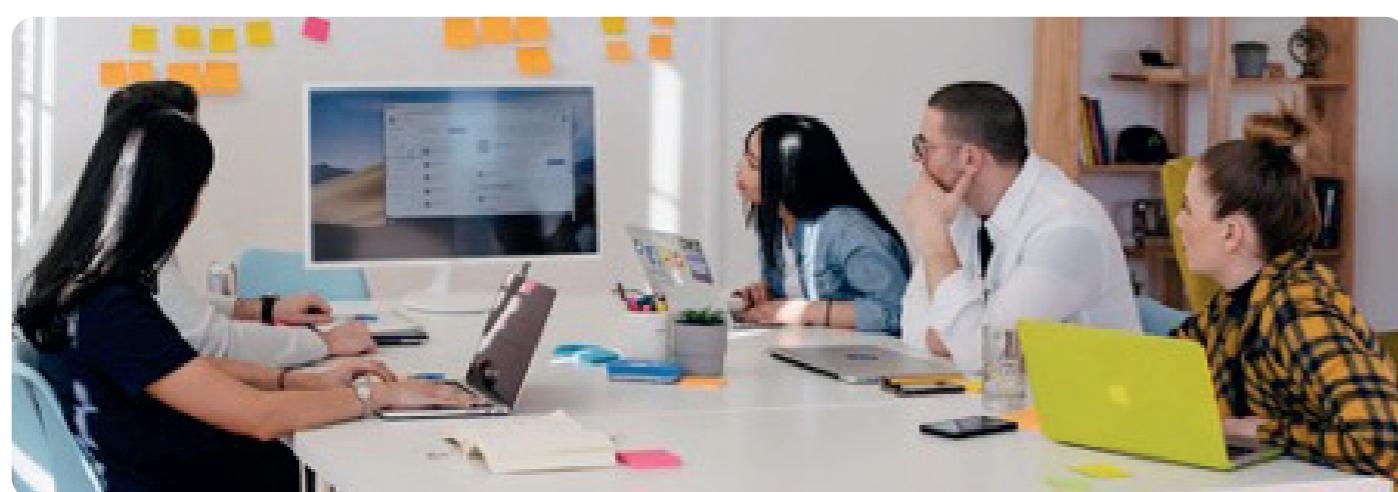
This year 6 serious incidents (where abuse and neglect was suspected)³ were notified to Ofsted and 1 incident was referred for consideration. NB: Following the Rapid Reviews one of the incidents, concerning an infant death, was deemed to have no longer met the criteria. The thorough review removed suspicion of abuse and neglect. This is similar to last year, when there were 6 notifications and the preceding year when there were 9.

Rapid Review meetings held by the CSPR subgroup

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The purpose of a Rapid Review is to decide if the criteria is met for a CSPR and if one is needed.

If work is already in place or there is no further learning to be gained, then it is not necessary to do a Rapid Review. These types of reviews are real-time and provide an insight as to how well the safeguarding system is operating now. Rapid Reviews concern current incidents. They guide us to current learning points.



² NHS England » [Serious Incident framework](#)

³ There may be more serious incident notifications but the CSPR subgroup has only considered those, where abuse or neglect is suspected.

Analysis of Rapid Reviews

When a Rapid Review of a case takes place partners are very proactive in providing information held on the child and their family to ensure that as much information as possible is available to inform the review and ensure the child/ren are safeguarded.

2022-2023	
No. of agencies referring incidents for review	4
Rapid reviews held	6
Rapid reviews involving safeguarding partners outside Oxfordshire	3
CSPRs initiated following the Rapid Review	2

Of the six serious incidents reviewed this year 2 were non mobile infants. Sadly 1 infant died – possibly as a result of parental rollover. The remainder were all aged between 10 and 16 years.

Analysis of the seven Rapid Reviews held:

- Two of the Rapid Reviews concerned infants under the age of 1 year
- The next biggest group of children are aged 10-16 years
- One young person was aged 17 years and he was detained in an YOI at the time of the incident
- The largest ethnic group is white British
- The majority of children were subject to chronic harm and did not die but did impact significantly on their development and well-being
- The largest subcategory of serious harm has been by neglect followed by intra familial sexual abuse
- The Rapid Reviews have delivered high quality local learning
- Two Rapid Reviews recommended a CSPR be commissioned, and these have been completed

⁴ Review in this context means Child Safeguarding Practice Review

Serious Incidents

Child A

- This review was signed off in September 2022.
- The review concerned a child who was seriously self-harming and at risk of suicide. She was accommodated in residential placements out of county.

Completed actions include:

- The development of the strengths and needs assessment for early help work.
- Communication with the National Panel, the Secretary of State and Oxfordshire MPs regarding placement sufficiency.
- The importance of good working relationships between professionals - keeping the child at the centre.



Delayed publication of CSPR Child G

- This review was signed off in July 2022. It concerned an adolescent who was sexually exploited whilst living in independent accommodation under the care of the local authority.
- Key pieces of work include the learning events run in November 2022 on trauma informed practice; trauma and parenting; understanding challenging behaviour and secondary trauma.
- Due to changing circumstances in Child G's life it was agreed to delay publication so they would be able to engage with the process.

Rapid Reviews (including key issues)

Case	Ofsted notified?	Decision type	CSPR meeting	Presenting issues
Child 1	Yes	Rapid Review	11 May 2022	Intra familial sexual abuse – adults and children
Child 2	Yes	Rapid Review	13 July 2022	SUDI possibly due to rollover by parent. Issues of homelessness, alcohol use, Domestic Abuse, insufficient pre-birth assessment
Child 3	Yes	Rapid Review	10 August 2022	Chronic neglect. Issues of early parenting concerns, cross border movement of parents, large family network
Child 4	Yes	Rapid Review	8 September 2022	Intra familial sexual abuse between siblings. Issues of family isolation, underpinned by parental profound religious beliefs, very large family network
Child 5	Yes	Rapid Review	October 2022	Chronic neglect compounded by the child sustaining serious injuries after falling 40 metres. Issues of previous parenting concerns, large family network, children being Electively Home Educated, families moving across borders
Child 6	Yes	Rapid Review	February 2023	Non mobile child sustained significant injuries. Issues of parental capacity, homelessness, insufficient pre-birth planning, 3 different men in the child's life by 8 weeks old, domestic abuse
Child 7	No	SIN due to incident in YOI	July 2022	Notification from a YOI to say an Oxfordshire child (along with 6 others) had been involved in a serious assault of another young person

Learning points this year

Rapid Reviews and cases for consideration concern existing incidents. They guide us to current learning points. Over the last 12 months the CSPR subgroup picked up on the following repeat themes for local safeguarding practitioners.

- Moving from “What is wrong with you to what has happened to you”
- Recognise the importance of key adults in a child’s life and involve them
- Use non blaming words and language about a young person – they are always the victim
- It is important to understand family dynamics including the history of the family and particularly in large families
- The past can often inform the now
- It is important to understand the impact of historical intra familial sexual abuse
- Think creatively of ways to safeguard a young person – do not be bound by procedures

Parents may physically chastise a child to manage their presenting behaviours. Whilst it is not illegal to hit a child/young person the impact of physical violent on the child should not be underestimated

- Neglect not being recognised and leading to significant harm of children
- More robust pre-birth assessment and planning is required
- Bereavement of key family members who could have supported parenting
- Understanding neurodiversity and how it may impact on parenting ability
- Knowing the right service to support a parent
- Understanding an assessing individual needs in large families

Reflections from partners

The focus of the OSCB continues to be inclusive with the partnership and remembering that safeguarding children is everyone’s responsibility.

In contrast partners can feel ‘done to’ as opposed to taken along. Colleagues in Children’s Services can feel the responsibility lies with them. None the less, the commitment of partners in Oxfordshire remains strong with a culture of professional challenge, openness, escalation (including the re-launch of Escalation policy now called Resolve) and learning.

Partners value the opportunity of working together to explore cases in depth and ensure that the learning from cases is disseminated throughout the partnership.

Reflections from independent reviewers

Jane Wiffin

- It was a pleasure undertaking my LCSPR in Oxfordshire- Business Office very supportive.
- Good communication. well linked in with partner agencies. The review process was a little arduous - the consultation process with all having a slightly different view. Led to many changes.
- Professionals were open - lack of defensive willing to learn.
- Everyone took LCSPR process seriously. Committed time and effort.

Sarah Holtom-Fawcett

- Excellent business support from the team and paying particular thanks to CB. It really works as a reviewer to have a named support person and CB is super-efficient and very easy to work with.
- Able to hear and talk about the difficult things/barriers in agencies and across the partnership and commitment seen from practitioners and senior managers to make the changes to systems and strengthen practice where required
- Attention to detail in the draft reports from CRAG - at times there was perhaps a little too much debate over sentences / words in the report in meetings which could have been approached in a more efficient way with email feedback for consideration
- Good focus on ensuring family participation. In the Review regarding Sibling Sexual Abuse - I wonder if comment could be made regarding the timing of approaching families as wider learning for the National Panel when they expect certain timeframes. In many situations it is unrealistic to have a 6-month schedule for completion and expect the family to be able to contribute meaningfully when other processes may be ongoing or they family may not be in a psychological space to feel able to think about things
- I would also add that KB was a very skilled and experienced Business Manager - she was relational, authoritative when required and kept everyone to task in the Review process. Her knowledge about practice and systems in Oxfordshire across the partnership was impressive. It was clear to see how well respected she was by her Team / seniors and practitioners.

Family Involvement

The OSCB always tries to involve family members and those who have cared for the children whose cases are being reviewed.

As highlighted by Sarah Holtam-Fawcett it is important to understand the impact of a serious incident affecting their child and to be led by their ability to process events. It is also important to be available to families should they have any queries.

Costs, timeframes, and process

Costs vary according to the type of review, its complexity, duration and the level of practitioner and family involvement.

They can range from approximately £8,000 to over £20,000.

Sharing Learning

The CSPR subgroup shares learning from each Rapid Review with safeguarding partners such as the Housing Forum and Safeguarding Trainers at regular intervals. Online learning events were run and follow up sessions.

For those registered with the OSCB booking system they can still be accessed as follows:
OSCB.training@oxfordshire.gov.uk

Impact of reviews

OSCB Reviews keep recommendations to a minimum to ensure they are focused and have impact.



The following are examples of change as a direct result of recent reviews:

- Raising awareness of 'placement insufficiency' for children with the most complex set of needs through regional work.
- Improving the online system for 'multi-agency chronologies' (MAC) to build a full picture of what is happening in the life of a child /family who is subject to child protection planning, particularly for neglect.
- Improving the Thresholds of Needs Document to better capture family background information and make connections between mental health services and children's social care when they are determining what level of needs a child has.
- Development of a bruising protocol so that practitioners better know how to recognise signs of abuse in older children.
- Creation of a kit for schools to help them know 'who to call' and what help is available if they are worried that a child is at risk of exploitation.
- The revised tool for screening the risk of child exploitation will be launched in early Summer 2023.
- The Resolving Professional Issues between Professionals will be launched early Summer 2023.

Conclusion

This report evidences the commitment of members of the CSPR subgroup who aim to be dynamic and responsive and to unplanned incidents involving children.

This group meets monthly so that it can respond to urgent issues involving children living in Oxfordshire.



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Performance, audit, and quality assurance (PAQA) subgroup

**Annual Report
2022-23**



Page heading?



System-wide view on safeguarding work:

The subgroup¹ looks at how partners are managing children's safeguarding. This is done in different ways.



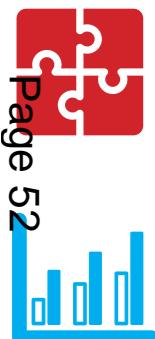
Assessments:

Organisations check how well they comply safeguarding standards and look at pressures on their services.



Audits:

We review how well organisations work with others to support children.



Views: from practitioners, families, and children:

an important part of the jigsaw, these are included wherever possible.

Data:

We review facts and figures against local targets.

Safeguarding audits and assessments done by OSCB agencies

In 2022/23 The group reviewed safeguarding audits from 12 large services which come into contact with children. They considered how well safeguarding is included in their daily work. The audits were presented by:

- Thames Valley Police
- Education
- Domestic Abuse Services
- Acute Health Services
- CAHMS
- A/E
- School Nursing service
- Health visiting Service
- Local Authority Children's Services
- Probation Service
- Local Authority Designated Officer (LADO)

(Some partners completed more than 1 audit on different themes).

Subjects of audits included:

Domestic Abuse

- The effects (both long and short term) for children living with Domestic Abuse
- How many domestic abuse incidents resulted in criminal prosecution
- The rise of child on parent Domestic abuse
- Domestic abuse in the digital world
- The normalising of domestic abuse among young people

Education

- Children Missing Education is increasing
- Children are safer when accessing education
- The significant increase of children being Electively Home Educated (EHE)
- When asked why they **decided??** to EHE their child parents site significant mental health and anxiety as a reason. However very few parents access specialist services such as CAHMS to support their child
- The number of exclusions/permanent exclusions of children and how they can be supported to access education

Health services

(i) Acute services

- The number of children/young people presenting to A/E having self-harmed
- The relationship with Think Family in supporting families

(ii) CAHMS

- Waiting time to access the service
- The significant increase in children presenting with eating disorders
- Resulting in delay in accessing the Eating Disorder services

Police

- How information is collated and shared at Child Protection Conferences (CPCs)
- How incidents of Domestic Abuse are managed
- If police are compliant with national and local safeguarding children protocols

(iii) School nursing Services

- Supporting children and young people who are struggling to manage in mainstream school
- Is the service compliant with their safeguarding procedures

(iv) Health visiting service

- Post visit notes/recording
- Caseloads of Health Visitors
- Safeguarding issues

Frontline teams

- There has been an increase in children becoming subject to Child Protection plans
- Children becoming subject to repeat child protection plans
- Recognising Neglect as a key issue in repeat Child Protection Plans

Local Authority Designated Officer (LADO)

- Increased scrutiny of adults in positions of trust working with children
- The type of allegations and how they are managed
- The link between children's and adults safeguarding

These are just a few of many examples from the services showing how safeguarding is part of their business-as-usual.

After every audit an action plan is developed which is monitored by the Members of the PAQA sub committee. Auditing can be an indication of safe practice in organisations working with children. It can also give a context of the work; good practice and work needed.

This year the chair commended a number of practitioners presenting their audit reports for the quality and detail given in their report. The subgroup has confidence that these services have good oversight of safeguarding and their auditing is to good effect.

Children's Services

- Children Looked After (CLA)
- Increased numbers of children entering the care system (particularly older children)
- The impact of increased numbers of children on services provided including placements
- The care of unaccompanied asylum seeking children becoming CLA
- The quality of health assessments of CLA

Picture?

Self-assessment by OSCB agencies

Oxfordshire's Safeguarding Self-Assessment formally requests and gathers information from board member agencies on the safeguarding arrangements made in line with section 11 of the Children Act 2004, and standards developed by the Local Government Association for Adult Services.

It provides agencies with the framework to measure and quality assure their safeguarding arrangements, and the opportunity to evidence the impact of policies and practice on children and adults in Oxfordshire, as follows:

- Demonstrate how safeguarding and promoting the wellbeing of children, young people and adults is prioritised within your organisation and provide evidence of how your organisation has been able to learn and improve your safeguarding practice
- Measure the effectiveness of safeguarding arrangements and joint working to protect the children, young people and adults with care and support needs
- Identify good practice and areas for development within your organisation to support improvement / development plans for your organisation
- Enable the OSCB/OSAB to identify training needs and plan for the provision of training, and development of tools and resources to support practice

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Picture?

Multi-agency Safeguarding self-assessment

Oxfordshire's Safeguarding Self-Assessment formally requests and gathers information from board member agencies on the safeguarding arrangements made in line with section 11 of the Children Act 2004, and standards developed by the Local Government Association for Adult Services.

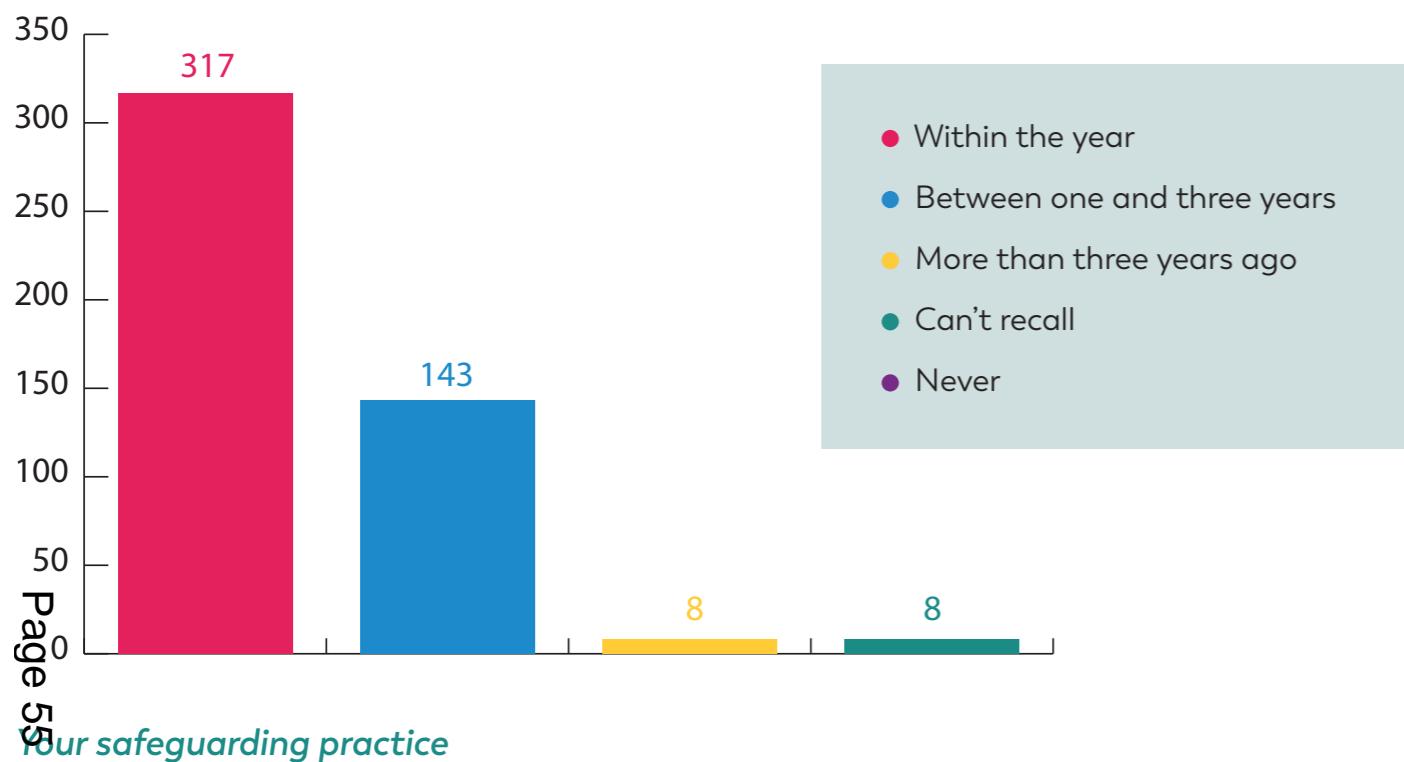
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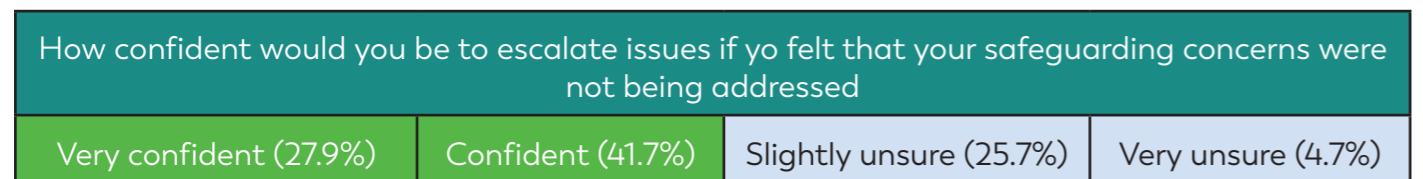
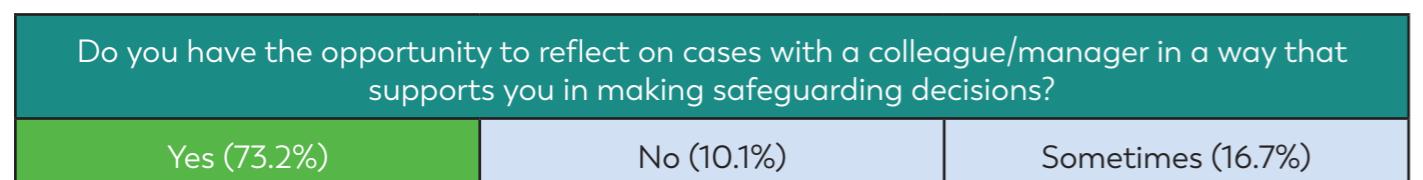
This report summarises what the self-assessment and peer review process tells us about the effectiveness of our safeguarding arrangements in Oxfordshire, and the effectiveness of joint working locally to protect children, young people and adults with care and support needs.

Some of the headlines

When did you last attend safeguarding training?



Your safeguarding practice



Quality assurance audits on working together

These are in-depth pieces of learning, drawing out detailed points of improvement and good practice. This report aims to highlight some of the findings from the different audits completed.

Child exploitation also known as **Contextual Safeguarding** is a key priority for safeguarding partners. It is characterised by children/young people

- Being criminally exploited
- Being sexually exploited
- Going missing
- At risk of radicalisation
- County lines
- Gang activity
- On line grooming/exploitation
- It can also involve child labour and/or child trafficking

This is the government's recognition of harm being caused to children outside the home - essentially by adults - but can include the involvement of children who are also being exploited and asked to involve their friends.

As well as protecting children/young people from exploitation the OSCB is keen to promote positive language when working with exploited children and to remember they are victims of crime. It is also important to involve the family when working to protect the child/young person.

In response to this the OSCB has:

- Revised the assessment and working tools for professionals working with exploited children
- Tightened the partnership procedures to recognise and divert children from further harm
- Confirmed the commitment for including parents in safety plans for their children

Neglect is a strategic priority for safeguarding partners. During the last year several conferences have been held helping all staff and partners to recognise neglect.

A new set of tools to assess and support practitioners have been developed and are available on the OSCB website.

The council's internal procedures will be updated in June 2023 to reflect the new changes.

Your role as a practitioner

- Be clear about recognising neglect
- Understand the impact of neglect on a child
- Be clear about what you can do to help and support a child and family experiencing neglect

The Multi-Agency Chronology (MAC)

The OSCB in response to [practitioner survey](#) on the **multi-agency chronology** (MAC) is currently working on a more user friendly and computer accessible system for more effective in gathering key information on a child/young person experiences.



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OSCB Training

In response to the findings and themes from audits and practice reviews the OSCB training team reviews the training programme monthly to ensure key findings are covered.



Practitioners have told us about OSCB training:

- *'I found the course delivered by 2 knowledgeable and experienced DSLs to be extremely helpful'*
- *'Trainer from today was exceptional with inclusion of participants and great at time keeping.'*
- *'(the training) was engaging, interesting, and we had space to converse and ask all the questions needed.'*
- *'It was good to think about the more holistic approach to safeguarding, rather than just the usual process and procedure agenda'*
- *'Details about the Chronology practice was very helpful and will support our setting in early identification of patterns and issues of any struggling families.'*
- *'I have made an action list to be included in our Safeguarding action plan for 2023 with notes from the training.'*

In 22/23 Learning through training offered:

Overview

- 301 training events held in total
- 6,210 practitioners attended virtual and face to face training
- 11,826 practitioners completed online learning

OSCB trainers are volunteers:

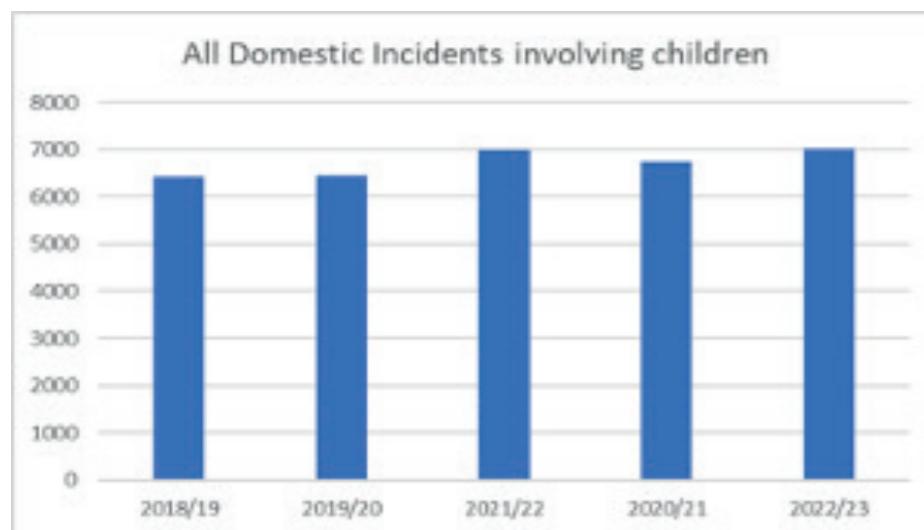
- **77** volunteer safeguarding trainers
- **10** new trainers completed our 'Train the Trainer' course this year
- **2** development sessions were held for trainers to build their knowledge of OSCB Rapid Reviews and Child Safeguarding Practice Reviews, kinship care, update on neglect and the effect of pornography on young people

The trainers are an invaluable line of communication the safeguarding network. They meet Oxfordshire's workforce over 100 times each year and feedback their views directly to us.

Thank You

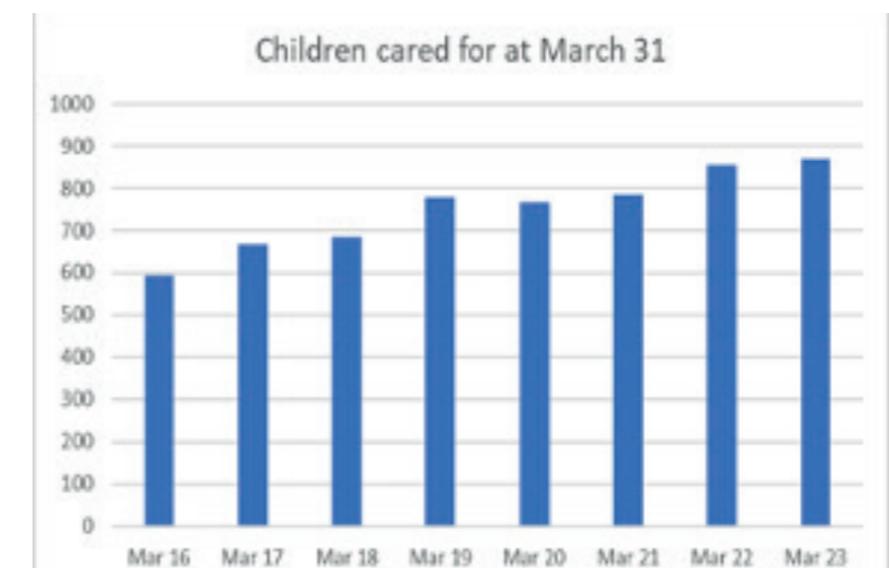
Trainers for sharing your expertise for free!!!

Heading??



The TVP were being inspected at the time of this report and amongst other matters also focused on:

- Domestic abuse incidents with children involved/ linked
- Non-Domestic Abuse referrals to CSC



A key element in keeping children safe is keeping children in school.

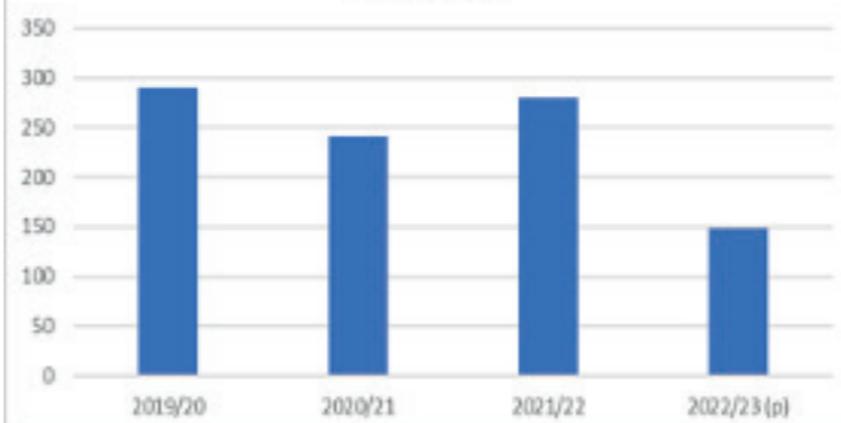
We need to ensure school attendance remains a high priority for all agencies as a key measure of keeping children safe.

Contacts into the MASH

MASH contacts rose by 35% in 20/21. In 21/22 they rose again, by 18%. In 22/23 they rose by 3%. The target set was based on the level of contacts pre Covid. Since then, not only have we had the Covid impacts, but also cost of living crisis that has increased potential need and levels of anxiety across the partnership. There is no national data on contacts to social care, but we share data with other authorities in the Southeast. This shows the rate of contacts in 21/22 was 20% lower than the SE average rate. The MASH triages all contacts to Children's Social Care and Targeted Family Support at an early help level. There is management oversight on all contacts at the first point of contact, and during the decision-making process. All children presented cases in the MASH are RAG rated. All children at risk of significant harm are dealt with immediately.

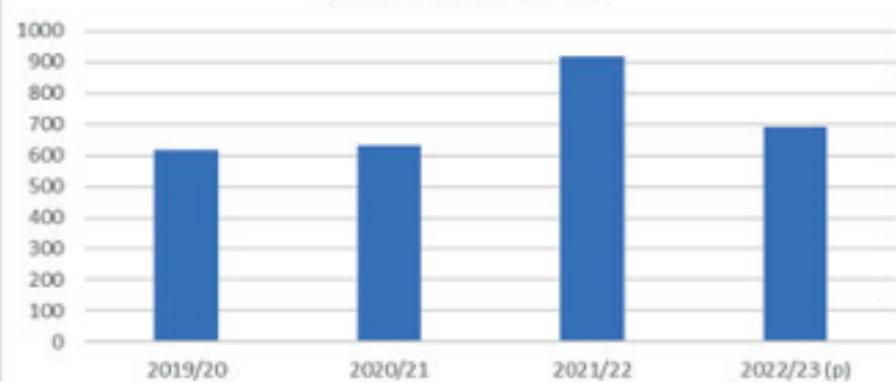
The expanded MASH Exploitation team is now live.

Number of hospital admissions as a result of self harm 15-19

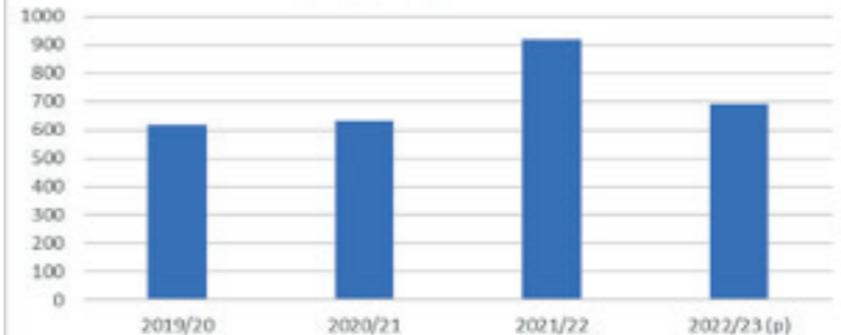


Whilst the timely delivery of initial health assessments (IHA) for Children we Care remains challenging, the situation has improved. This is largely due to a reduction in the number of children becoming looked after over the past 3 months. Oxford Health has increased its medical capacity by an additional initial health assessment each week. There are approximately 40 children waiting for their IHA with the predominant reasons being a delay in the required paperwork from Children's Social Care to be able to proceed and children placed outside of Oxfordshire facing long delays due to limited capacity in the receiving health team. Both issues have been escalated to the Corporate Parenting Panel and the Designated Nurse.

A&E attendances for self-harm children/young people aged 10-19



A&E attendances for self-harm children/young people aged 10-19



Repeated issues and ongoing concerns

PAQA's review of information leads to the escalation of some matters to the Board partners. The most persistent issues in the safeguarding system remain:

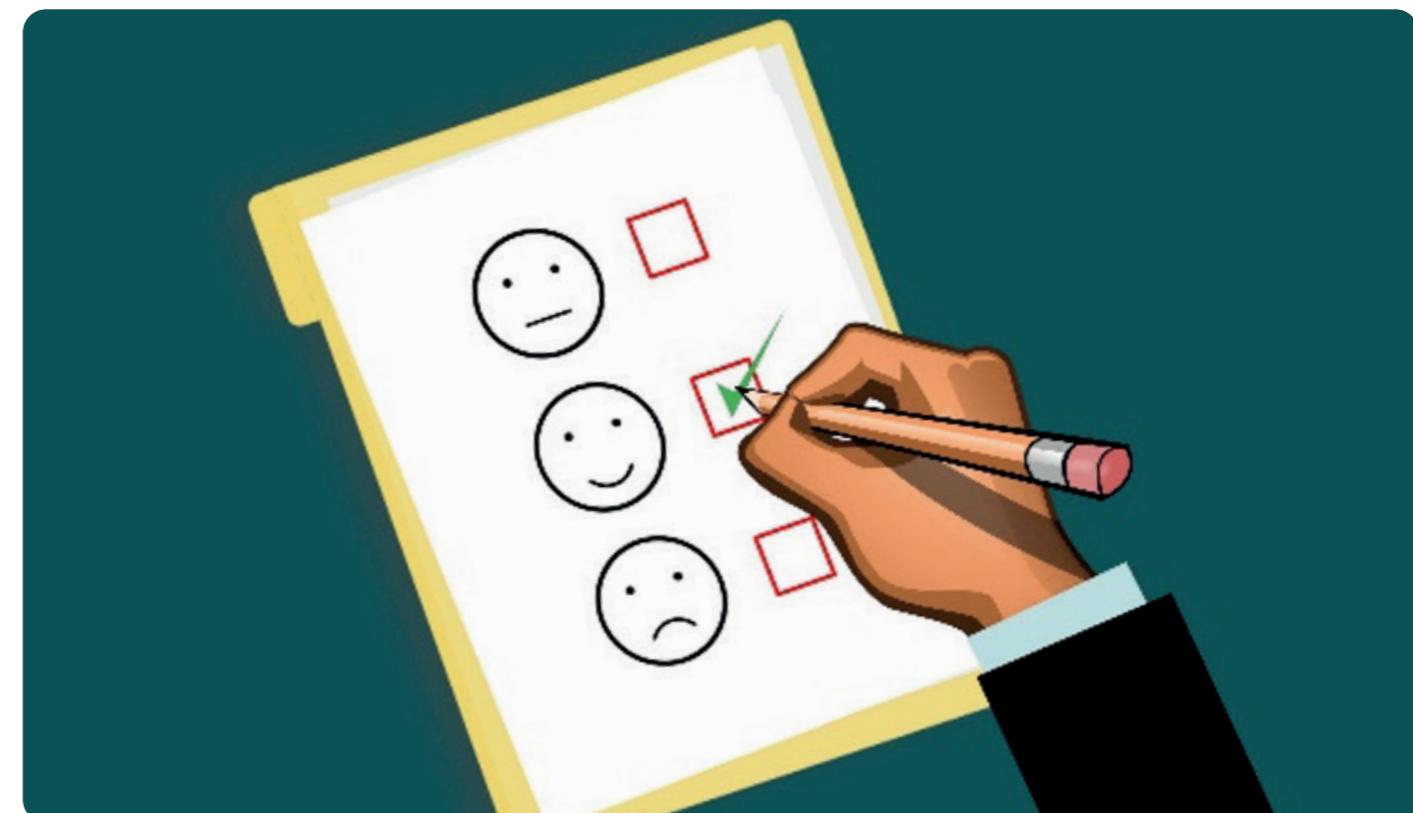
- Staff not being fully signed up to using the new screening tools for assessing neglect
- The increase in the number of EHE (Electively Home Educated) children – underpinned by the pause by the government for the proposal to introduce a register for children being EHE
- Exploitation – the new screening tool will be launched in the early Summer of 2023. It is hoped that partners will sign up to the new process
- Children being cared for continues to increase
- Children being supported by a Child Protection Plan continues to increase
- The partnership is still not meeting its targets for completing early help assessments to deflect families away from statutory intervention
- The national housing crisis
- The delay in accessing CAMHS and/or Eating Disorder services for children
- The persistence of domestic abuse incidents harming children

OUH self-harm and mental health presentation monitoring continues. Presentations are lower over the year although there has been an increase in 8-12-year-olds attending ED. The three county self-harm forums are no longer taking place to monitor trends however, information is shared with the safeguarding in education team, CAMHS, SHNs and the BOB. It has been noted that there has been a spike in presentations following school holidays at the start of term. There has been a slight reduction in ED under 18s attending over quarter 4 (n=205), it is noted that the North of the county continue to have the higher level of presentations. The monitoring of admission rates for the under 18 attendances following self-harm noted an increase of 7% in Q4 to 24% indicating an increase in the acuity of presentations. Information is shared with primary care and children social care for open cases. The safeguarding liaison service shared information for 3083 attendances at the Emergency Department and Clinical Decision Unit, a reduction of 827 from quarter 2. The number of attendances for children aged has decreased for 22/23 and this is very positive.

Early help and assessments

The children's trust has agreed a target to increase the number of strength and needs documents (early help assessments) to 5000 in 22/23. Although the number rose by 27% in the year to 3599 it still fell short of the 5000 target. An additional 289 strength and needs forms were completed within the health visitor pilot completed by Oxford Health. Partners are being asked for the children's trust meeting on 18th May to

- a List their 2022/23 early help targets
- b Identify their performance against these targets
- c Identify the barriers/challenges to achieving the target
- d What they are going to do differently
- e What the governance for early help reporting is?
- f Targets for 2023/24?
- g Actions to address the 3 priorities:
 - Early Help and Mental Health and Well-Being
 - Early Help and 0-5-year-olds
 - Early Help and SEND early intervention



Waiting times for CAHMS

In April CAMHS had a record number of referrals to our Single Point of Access with 751 compared to April 22 at 450. A large-scale project is underway to improve the Patient journey with SPA/Getting Help and Getting More Help.

Waiting times for NDC continues to be high however the team are offering a pre assessment offer (uptake is currently low). We are implementing the use of Sharon for both NDC families and for Getting Help /Getting More Help CAHMS services over the next 6 months. Sharon is an online peer and expert support system as well as developing a pre assessment offer for GH/GMH families who are waiting.

Increase in the number of children electively home educated

At the end of T4 (Easter 2023) 1180 children were electively home educated. This is an increase of 16% in the year and 65% on Easter 2019 (pre-Covid). Despite the increase the number of electively home educated children who were the subject of a social care plan fell to 6 this year from 15 last year and 25 at Easter 2019

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Recruitment and retention

This continues to be a challenge across the whole partnership and work is being done to both recruit [to posts ans.](#)

This report summarises the subgroup's findings on how well our safeguarding system is working as one.

Also how the partnerships respond to emerging themes e.g young people attending local A/E departments following self harming

Oxfordshire's safeguarding partnership is committed to high standards.

We hope this report indicates the commitment from partners to keeping children safe and holding partners to account for their practice. The members of PAQA are dynamic and determined to improve partnerships to safeguard children.

List of agencies providing evidence on how well they work to address safeguarding themes:

- Children's Social Care, Oxfordshire County Council
- Community Rehabilitation Service (CRC)
- Education Safeguarding Advisory Team
- Learner Engagement Services, OCC
- Probation Service
- NHS Oxon Clinical Commissioning Group (NHS OCCG)
- Oxford City Council in partnership with South Oxon and Vale of White Horse, West Oxfordshire, and Cherwell District Councils.
- Oxford Health NHS FT (OH NHSFT)
- Oxford University Hospitals NHSFT (OUH NHSFT)
- Youth Justice & Exploitation Service, OCC
- Thames Valley Police



oscb@oxfordshire.gov.uk

www.oscb.org.uk

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Images used in this annual report are stock images



**OXFORDSHIRE
COUNTY COUNCIL**

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Forward Plan

November 2023 - February 2024

Liz Leffman
Leader of the Council
County Hall, Oxford OX1 1ND

Date Issued: 3 November 2023

Agenda Item 8

The Cabinet's Forward Plan: Introduction

This Forward Plan outlines the decisions which are expected to be made over the coming four-month period by or on behalf of the County Council's Cabinet. **NB Also included, for ease of reference, are items for the current month.**

The Plan is arranged in Committee date order, Cabinet or Delegated Decision by Cabinet Member. (The members and their portfolios are listed in the table on the next page.) Each entry briefly describes the subject and scope of the decision; indicates the "target date" on which the decision is expected to be taken and by whom (eg whether the full Cabinet or an individual Cabinet Member); what documents (normally a report by an officer) are expected to be considered; and contact details for the officer(s) dealing with the matter.

Where consultation is being carried out prior to the decision being taken, the principal consultees are specified. The method of consultation will normally be by letter or – where the views of the wider public are to be sought – by press coverage, supplemented by local notices if the decision affects a particular area. Other methods, such as exhibitions, opinion surveys, community forums etc, may be used to supplement these.

The lists include any "key decisions" - those which are "significant" under the terms of government regulations. In general, a key decision may not be taken unless notice of it has been included in the Forward Plan. More detailed information on what is a key decision can be found in the Council's Constitution on the Council's website.¹ This can also be inspected at County Hall.

However, the Council has decided that Oxfordshire's Forward Plan should include all those matters which are expected to come before the Cabinet in the period of the Plan, whether or not they may give rise to key decisions.

If any key decisions are expected to be taken by officers within the Plan period under powers delegated by the Cabinet, these are included in the Plan.

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online². Copies can be supplied on request, at a charge to cover copying costs.

Making Representations about Forward Plan Items

Anyone who wishes to make representations about a particular matter listed in the Plan should send their comments so as to reach the County Council at least a week before it is due to be considered. Comments should be either:

Posted to "Forward Plan", Law & Governance (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND, delivered in person to the same address or e-mailed to forward.plan@oxfordshire.gov.uk.

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the fourth working day before the matter is due to be considered. Requests should be emailed to committeesdemocraticservices@oxfordshire.gov.uk or a form is available from Democratic Support Team, Law & Governance (Democratic Services), (contact as above, or telephone Oxford 810806) or online³.

¹ [Decision Making including Key Decisions](#) – Main Menu > About your Council > Meetings > The Constitution > Part 2, Article 14 – Decision Making

² [Agendas, Minutes & Reports](#) – Main Menu > About your Council > Meetings > Browse Committee Papers

³ [Get Involved in Meetings](#) – Main Menu > About your Council > Meetings > Get involved in meetings

Members of the Cabinet

Cabinet Member
Leader of the Council <i>Councillor Liz Leffman</i>
Deputy Leader of the Council and Cabinet Member for Climate Change Delivery & Environment <i>Councillor Dr Pete Sudbury</i>
Cabinet Member for Children, Education & Young People's Services <i>Councillor John Howson</i>
Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement <i>Councillor Kate Gregory</i>
Cabinet Member for Community & Corporate Services <i>Councillor Neil Fawcett</i>
Cabinet Member for Highway Management <i>Councillor Andrew Gant</i>
Cabinet Member for Infrastructure & Development Strategy <i>Councillor Judy Roberts</i>
Cabinet Member for Finance <i>Councillor Dan Levy</i>
Cabinet Member for Adult Social Care <i>Councillor Tim Bearder</i>
Cabinet Member for Public Health, Inequalities & Community Safety <i>Councillor Nathan Ley</i>

The Forward Plan

Cabinet Meetings

17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - August 2023 (Ref: 2023/131) Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet (17 October 2023)	Yes - Capital Expenditure >£1m	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Budget & Business Planning Report - 2024/25 - October 2023 (Ref: 2023/127) To provide background and context to the budget and business planning process for 2024/25.	Cabinet (17 October 2023)	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance
Delegated Powers Report for July to September 2023 (Ref: 2023/130)	Cabinet (17 October 2023)	No	None	N/A		Leader	Colm Ó Caomhánaigh, Democratic Services Manager	Director of Law & Governance and Monitoring Officer

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c). It is not for Scrutiny call-in.							Tel: 07393 001096	
East Oxford Experimental Traffic Regulation Order (Ref: 2023/134) Whether to make the Experimental TRO permanent in East Oxford or not.	Cabinet (17 October 2023)	No	None	Public consultation finished in October 2022. The report will summarise the results.		Cabinet Member for Highway Management	Aron Wisdom, Programme Lead (HIF1) Tel: 07776 244856	Corporate Director Environment & Place
Highway maintenance contract - approval to procure (Ref: 2023/218) To seek Cabinet approval to	Cabinet (17 October 2023)	No	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Phil Whitfield, Principal Officer (Service Improvement) Tel: 07741 607809	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
commence procurement of new maintenance contract.								
Local Area Partnership/SEND Ofsted Inspection (Ref: 2023/261) To accept the inspection report and agree next steps.	Cabinet (17 October 2023)	No	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: the report was not published in time to respond at September Cabinet.	Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement	Anne Coyle, Interim Corporate Director: Children's Services	Director for Children's Services
Local Transport & Connectivity Plan (LTCP) Monitoring Report (Ref: 2023/262) To provide cabinet with an update on Local Transport and Connectivity Plan monitoring and agree the report for publication.	Cabinet (17 October 2023)	No	None	N/A		Cabinet Member for Infrastructure and Development Strategy	Joseph Kay, Strategic Transport Lead Tel: 07827 979234	Corporate Director Environment & Place
Oxfordshire Safeguarding Adults Board Annual Report 2022-23 (Ref: 2023/128) To note the report	Cabinet (17 October 2023)	No	None	N/A		Cabinet Member for Adult Social Care	Steven Turner, OSAB Business Manager Tel: 07917534230	Corporate Director of Adult Social Care

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
and its conclusions.								
Oxfordshire Safeguarding Children Board Annual Report 2022-23 (Ref: 2023/129)	Cabinet (17 October 2023)	No	None	N/A		Cabinet Member for Children, Education & Young People's Services	Laura Gajdus, Business Manager (OSCB)	Corporate Director for Children's Services
To note the report and its conclusions.								
Treasury Management Quarter 1 Report (2023/24) (Ref: 2023/249)	Cabinet (17 October 2023)	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance
To provide an update on Treasury Management Activity in 2023/24 in accordance with the CIPFA code of practice.								
Workforce Report and Staffing Data - Quarter 1 - April to June 2023 (Ref: 2023/132)	Cabinet (17 October 2023)	No	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: to facilitate more urgent items at the September Cabinet meeting.	Cabinet Member for Community & Corporate Services	Cherie Cuthbertson, Director of Workforce and Organisational Development	Director of Finance
Quarterly staffing report providing details of key people numbers and analysis of main changes since the								

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
previous report.								

21 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
All Age Advocacy Services (Ref: 2023/225) Key Decision on the recommissioning of all age advocacy services. 69	Cabinet (21 November 2023)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 19/12/2023. Reason: not required as urgently as first advised. Decision due date for Cabinet changed from 19/12/2023 to 21/11/2023. Reason: on further consideration this needs to be brought forward to meet the procurement timeline.	Cabinet Member for Adult Social Care, Deputy Leader of the Council	Melanie de Cruz, Commissioning Manager Live Well	Corporate Director of Adult Social Care, Corporate Director for Children's Services
Business Services Transformation Programme Business Refocus (Ref: 2023/168) To update Cabinet on the progress made on the	Cabinet (21 November 2023)	Yes - Revenue Expenditure > £500,000	3. Information relating to the financial or business affairs of any particular person (including the authority)	N/A		Cabinet Member for Finance, Cabinet Member for Community & Corporate Services	Tim Spiers, Director of IT, Innovation, Digital & Transformation Tel: 07753 243223	Director of Finance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Business Services Transformation programme and a decision to refocus on the delivery of improvements to existing human resources, finance, payroll and procurement functions and processes. To seek approval for the reallocation of some of the £1.57m funding, which was previously agreed at Cabinet in April 2023 for programme resources to prepare detailed requirements for a transformation and the potential procurement process, to enable the programme of improvements to be undertaken.			holding that information).					
Capital Programme	Cabinet	Yes - Capital	None	N/A		Cabinet	Natalie Crawford, Director of	

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Approvals - November 2023 (Ref: 2023/139) Report on variation to the capital programme for approval (as required).	(21 November 2023)	Expenditure >£1m				Member for Finance	Capital Programme Manager	Finance
Care Homes Purchasing Framework (Ref: 2023/213) Framework for the purchasing of residential and nursing home beds on a call off basis for the Council and ICB NHS Continuing Healthcare.	Cabinet (21 November 2023)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required. Decision due date for Cabinet changed from 17/10/2023 to 21/11/2023. Reason: further work required.	Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Cross Regional Project - Children's Services (Ref: 2023/260) Cross Regional Project Contract extension and additional beds	Cabinet (21 November 2023)	Yes - Revenue Expenditure > £500,000	None	Approach consulted on as part of Partnership agreement and requirements of extension.		Cabinet Member for Children, Education & Young People's Services	Philip Alderton, Analyst Tel: (01865) 816394	Corporate Director for Children's Services
Business Management & Monitoring Report -	Cabinet (21 November	No	None	N/A		Cabinet Member for	Louise Tustian, Head of Insight &	Chief Executive, Director of

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
August/September 2023 (Ref: 2023/141) The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.	2023)					Finance, Cabinet Member for Community & Corporate Services	Corporate Programmes Tel: (01295) 221786, Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Finance
Treasury Management Mid Term Review 2023/24 (Ref: 2023/140) To provide a mid-term review of Treasury Management Activity in 2023/24 in accordance with the CIPFA code of practice.	Cabinet (21 November 2023)	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance

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19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - October 2023 (Ref: 2023/169)	Cabinet (19 December 2023)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.								
Infrastructure Funding Statement 2022/23 (Ref: 2023/263)	Cabinet (19 December 2023)	No	None	N/A		Cabinet Member for Infrastructure and Development Strategy	Chris Stevenson, Planning Obligations Manager Tel: 07825 052782	Corporate Director Environment & Place
To seek approval for the publication of the Infrastructure Funding statement on to the Council's website								
Workforce Report and Staffing Data - Quarter 2 - July to September 2023 (Ref: 2023/171)	Cabinet (19 December 2023)	No	None	N/A		Cabinet Member for Community & Corporate Services	Cherie Cuthbertson, Director of Workforce and Organisational Development	Director of Finance
Quarterly staffing report providing								

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
details of key people numbers and analysis of main changes since the previous report.								

23 January 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Budget & Business Planning Report - 2024/25 - January 2024 <i>(Ref: 2023/170)</i> To provide background and context to the budget and business planning process for 2024/25.	Cabinet (23 January 2024)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance
Capital Programme Approvals - January 2024 <i>(Ref: 2023/233)</i> Report on variation to the capital programme for approval (as	Cabinet (23 January 2024)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
required).								
Business Management & Monitoring Report - October/November 2023 (Ref: 2023/229) The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.	Cabinet (23 January 2024)	No	None	N/A		Cabinet Member for Finance, Cabinet Member for Community & Corporate Services	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786, Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance
Delegated Powers Report for October to December 2023 (Ref: 2023/230) To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's	Cabinet (23 January 2024)	No	None	N/A		Leader	Colm Ó Caomhánaigh, Democratic Services Manager Tel: 07393 001096	Director of Law & Governance and Monitoring Officer

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Constitution – Paragraph 6.3(c). It is not for Scrutiny call-in.								

27 February 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Approvals - February (Ref: 2023/266) Report on variation to the capital programme for approval (as required).	Cabinet (27 February 2024)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance
Renewal of Language contracts: Interpretation, translation and BSL (Ref: 2023/203) To seek approval on the approach to renew the Interpretation, translation and BSL contracts which	Cabinet (27 February 2024)	Yes - Revenue Expenditure > £500,000	None	Internal staff user survey. Exploring the potential to engage residents groups who use the services.	Decision due date for Cabinet changed from 21/11/2023 to 27/02/2024. Reason: further work required.	Cabinet Member for Public Health, Inequalities & Community Safety	Louise McMartin, Joint Senior Commissioner Start Well	Corporate Director for Adults Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
expire in mid 2024.								

Cabinet Member Meetings

Deputy Leader of the Council (inc. Climate Change Delivery & Environment)

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Local EV Infrastructure (LEVI) funding proposal for Oxfordshire (Ref: 2023/135) Approval of Oxfordshire proposal for LEVI Capital Fund ahead of submission to Office for Zero Emissions Vehicles (OZEV).	Delegated Decisions by Deputy Leader of the Council (inc. Climate Change Delivery & Environment) (12 October 2023)	Yes - Capital Expenditure >£1m	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required. Decision maker Cabinet changed to Delegated Decisions by Cabinet Member for Climate Change Delivery & Environment. Reason: to help reduce a heavy Cabinet agenda.	Deputy Leader of the Council	Elizabeth Bohun, Lead Technologist EV Integration Tel: 07774 335687, Jenny Figueiredo, Lead Technologist EV Intergration, Paul Gambrell, Team Leader EV Intergration	Corporate Director Environment & Place
Management of Household Waste Recycling Centres in Oxfordshire - Contract Extension (Ref: 2023/250)	Delegated Decisions by Deputy Leader of the Council (inc. Climate	Yes - Revenue Expenditure > £500,000	1. Information relating to a particular individual. 2.	N/A		Deputy Leader of the Council	Steve Burdis, Group Manager Waste Contracts	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To determine the contractual way forward for The Management of Household Waste Recycling Centres In Oxfordshire Contract.	Change Delivery & Environment) (12 October 2023)		<p>Information which is likely to reveal the identity of an individual.</p> <p>3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>					

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16 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Minerals and Waste Plan Initial Consultation Paper (Ref: 2023/204)	Delegated Decisions by Deputy Leader of the Council (inc. Climate Change Delivery & Environment) (16 November 2023)	No	None	<p>A formal Regulation 18</p> <p>Consultation will need to be undertaken in accordance with the Statement of Community</p>	<p>Decision due date for Delegated Decisions by Cabinet Member for Climate Change Delivery & Environment changed from 12/10/2023 to 16/11/2023.</p> <p>Reason: further work required.</p>	Cabinet Member for Climate Change Delivery & Environment	Kevin Broughton, MWLP Manager Tel: 07979 704458	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
				Involvement.				

Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement

17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning of the Disabled Children's Overnight Residential Short Breaks (Ref: 2023/232) To seek approval to award a contract to a new provider, subject to completion of a full tendering process.	Delegated Decisions by Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement (17 October 2023)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement	Andrea Cochrane, SEND Commissioning Manager	Corporate Director for Children's Services

19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning the Community Short Breaks Contracts (Ref: 2023/184) To seek approval to	Delegated Decisions by Cabinet Member for Special Educational	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's	Cabinet Member for Special Educational Needs & Disabilities	Charlotte Davey, Head of Disabled Children's Service	Corporate Director for Children's Services

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
award contracts to new providers, subject to completion of a full tendering process.	Needs & Disabilities (SEND) Improvement (19 December 2023)				Services) changed from 17/10/2023 to 19/12/2023. Reason: further work required.	(SEND) Improvement		

16 January 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning the Current Alternative Provision DPS for an Open Framework (Ref 2023/224) To seek approval to tender for an AP contract on an Open Framework. This will enable OCC and schools to Commission providers of Alternative Provision that are suitable and will ensure cost control.	Delegated Decisions by Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement (16 January 2024)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) changed from 17/10/2023 to 16/01/2024. Reason: further work required.	Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement	Martin Goff, Head of Access to Learning, Sarah Roberts, Commissioning Officer Tel: 07720 805979	Corporate Director for Children's Services

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Cabinet Member for Children, Education & Young People's Services

18 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Children's Services Residential Capital Programme: Greenways, Lamborough Hill, Wootton (Ref: 2023/282) Part of the approved DFE Match funding bid of £10.45m to provide new homes for children within the county, Greenways is one of 4 new homes OCC will acquire and refurbish as a short-term care home for children.	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services (18 October 2023)	Yes - Capital Expenditure >£1m	2. Information which is likely to reveal the identity of an individual. 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Engagement with vendor; ward/parish/district councillors underway as part of approved pre-app process to purchase prior to planning permission.		Cabinet Member for Children, Education & Young People's Services	Andrea Benneyworth, Programme Manager	Corporate Director for Children's Services
Children's Services Residential Capital Programme: Oathill Lodge, Enstone, Chipping Norton (Ref: 2023/283) Part of the	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services	Yes - Capital Expenditure >£1m	2. Information which is likely to reveal the identity of an individual. 3. Information relating to the	Engagement with vendor; ward/parish/district councillors underway as part of approved pre-app process to		Cabinet Member for Children, Education & Young People's Services	Andrea Benneyworth, Programme Manager	Corporate Director for Children's Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
approved DFE Match funding bid of £10.45m to provide new homes for children within the county, Oathill Lodge is one of 4 new homes OCC will acquire and refurbish as a long-term care home for children.	(18 October 2023)		financial or business affairs of any particular person (including the authority holding that information).	purchase prior to planning permission.				

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16 January 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Formal Approval of Schools Funding Formula 2024/25 (Ref: 2023/231)	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services (16 January 2024)	Yes - Affects more than 1 division	None	Schools Forum		Cabinet Member for Children, Education & Young People's Services	Sarah Fogden, Finance Business Partner Tel: 07557 082613	Corporate Director for Children's Services

The Forward Plan

7 February 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Formal Approval of Early Years Funding Formula 2024/25 <i>(Ref: 2023/267)</i> The local authority is required to set a funding formula for 2-year old and for 3 and 4 year old provision.	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services <i>(7 February 2024)</i>	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Children, Education & Young People's Services	Sarah Fogden, Finance Business Partner Tel: 07557 082613	Corporate Director for Children's Services

⌚
Cabinet Member for Community & Corporate Services

⌚
17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Occupational Health and Employee Assistance Program Contract <i>(Ref: 2023/174)</i> To seek approval to procure Occupational Health and EAP services for the County Council.	Delegated Decisions by Cabinet Member for Community & Corporate Services <i>(17 October 2023)</i>	Yes - Affects more than one division and revenue expenditure > £500,000	None	N/A		Cabinet Member for Community & Corporate Services	Vanessa Poole, Health and Wellbeing Manager	Director of Finance

The Forward Plan

21 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Zscaler Internet and Application Security and Access (Ref: 2023/268)	Delegated Decisions by Cabinet Member for Community & Corporate Services	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Community & Corporate Services	Alastair Read, Head of IT	Director of Finance
Renewal of licences	(21 November 2023)							
GIS software license and maintenance renewal (Ref: 2023/264)	Delegated Decisions by Cabinet Member for Community & Corporate Services	Yes - Revenue Expenditure > £500,000	None			Cabinet Member for Community & Corporate Services	Anne Kearsley, GIS and Mapping Manager	Director of Finance
Geographic Information Software renewal. Software for all directorates to manage location using Ordnance Survey maps and address data under the government Public Sector Geospatial Agreement used county wide is due for renewal. If the license is not renewed the software	(21 November 2023)							

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
will stop working 24.07.2024.								

Cabinet Member for Highway Management

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bicester - A4095 / B4100 Banbury Road roundabout improvements - proposed 30mph speed limit and raised side road entry treatment at Fringford Road (Ref: 2023/153) A decision is required on a proposed improvement of the A4095 / B4100 Banbury Road roundabout including also the adjacent junction with Fringford Road.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	Yes - Affects more than one division and Capital Expenditure >£1m	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: most of the recommendations were deferred at the September meeting,	Cabinet Member for Highway Management	Mohamed Gulamhussein, Project Manager	Corporate Director Environment & Place
Procurement of an additional Traffic Signals - supply and	Delegated Decisions by Cabinet	Yes - Capital Expenditure >£1m	None	N/A	Decision maker Cabinet changed to Delegated	Cabinet Member for Highway	Keith Stenning, Head of Service - Network	Corporate Director Environment &

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
maintenance contract to support Bus Service Improvement Plan (BSIP) (Ref: 2023/245) Approve the procurement of an additional contract for Traffic Signals to support BSIP activity	Member for Highway Management (12 October 2023)				Decisions by Cabinet Member for Highway Management. Reason: to help to reduce a heavy Cabinet agenda.	Management	Management Tel: 07584 581214	Place
Procurement of Real Time Passenger Information Service (Ref: 2023/270) The existing Real Time information system comes ends in late 2023 and Officers seek approval to enter into a new contract (valued at £1.5m over 5 years) and seeks delegated authority to proceed.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	Yes - Affects more than one division and revenue expenditure > £500,000	None	N/A		Cabinet Member for Highway Management	Keith Stenning, Head of Service - Network Management Tel: 07584 581214	Corporate Director Environment & Place
Ascott under Wychwood - London Lane proposed 40mph speed limit (Ref: 2023/243)	Delegated Decisions by Cabinet Member for Highway Management	No	None			Cabinet Member for Highway Management	James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A decision is required on a proposed 40mph speed limit	(12 October 2023)							
Begbroke - A44 - proposed toucan crossing (Ref: 2023/241) A decision is required on the proposed provision of a toucan crossing (a signalised crossing for use by pedestrians and cyclists)	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place
Bicester: Sheep Street - proposed Experimental Traffic Regulation Order to permit use of the street by pedal cyclists (Ref: 2023/200) A decision is required on whether to permit the introduction of an Experimental Traffic Regulation Order to permit the use of the street by pedal cyclists.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Eric Stevens, Principal Infrastructure Planner Tel: 07436 700673	Corporate Director Environment & Place
Didcot - Diamond Drive - proposed use of ANPR	Delegated Decisions by	No	None	Standard traffic		Cabinet Member for	Ryan Moore, Senior Engineer	Corporate Director

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
enforcement equipment at bus gate (Ref: 2023/247) A decision is required on the proposed use of ANPR enforcement equipment to replace the existing bollard.	Cabinet Member for Highway Management (12 October 2023)			scheme consultation.		Highway Management	(Road Agreement Team - S&V) Tel: 07557 082568	Environment & Place
East Hagbourne Residential development off Main Street - proposed 20 mph speed limit (Ref: 2023/115) To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 20/07/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Rosie Wood, Consultant Engineer	Corporate Director Environment & Place
Littleworth - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/097)	Delegated Decisions by Cabinet Member for Highway	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To determine what speed limit changes should be made following consideration of public consultation responses.	Management (12 October 2023)				changed from 20/07/2023 to 12/10/2023. Reason: further work required.			
Newington - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/195) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Nuneham Courtenay - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/194) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Oxford The Plain Roundabout - proposed use of ANPR equipment to enforce left turn prohibition from B480	Delegated Decisions by Cabinet Member for Highway	No	None	Consultation as prescribed under Traffic	Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Caroline Coyne, Assistant Project Manager	Corporate Director Environment & Place

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Cowley Road entry (Ref: 2023/147) ANPR equipment proposed to be installed to reduce the level of non-compliance with the prohibited left turn & thereby improve road safety	Management (12 October 2023)			Management Act	changed from 07/09/2023 to 12/10/2023. Reason: further work required.			
Oxford: Various Locations in North Oxford- proposed parking permit eligibility amendments (Ref 2023/228) To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	James Whiting, Principal Officer - Parking Tel: 07584 581187	Corporate Director Environment & Place
Towersey - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/191) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					work required.			
Wallingford / Cholsey; A4130 Bosley Way - proposed prohibition of right turns at New Barn Farm access (Ref: 2023/105) Traffic scheme to facilitate safe operation of approved development.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Aaron Morton, Engineer (Road Agreements Team - SV Engineering 1) Tel: 07393 001028	Corporate Director Environment & Place
Wallingford: Land North of King Henry Avenue - proposed 20mph speed limit & Bus stop clearway (Ref: 2023/058) To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 25/05/2023 to 22/06/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Ryan Moore, Senior Engineer (Road Agreement Team - S&V) Tel: 07557 082568	Corporate Director Environment & Place
Watchfield - Proposed 20 mph Speed Limits	Delegated Decisions by	No	None	Standard traffic	Decision due date for Delegated	Cabinet Member for	Geoff Barrell, Senior	Corporate Director

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
and associated speed limit buffers (Ref: 2023/100) To determine what speed limit changes should be made following consideration of public consultation responses.	Cabinet Member for Highway Management (12 October 2023)			scheme consultation.	Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required.	Highway Management	Infrastructure Planner Tel: 07740 779859	Environment & Place
West Hendred A417 - proposed 30mph speed limit (Ref: 29023/167) A decision is required on proposed 30mph speed limit	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	Corporate Director Environment & Place

16 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Chesterton - Little Chesterton - proposed prohibition of motor vehicles (part deferred from September) (Ref: 2023/273)	Delegated Decisions by Cabinet Member for Highway Management (16 November	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to	Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A decision is sought on a proposed prohibition of motor vehicles.	2023)				16/11/2023. Reason: further work required.			
Finstock - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/189) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Leafield - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/183) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.			
Milton (Abingdon) - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/196) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
North Newington - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/199) Consider formal	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
consultation responses.					<p>Reason: further work required.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023.</p> <p>Reason: further work required.</p>			
Minster Lovell - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/182)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	<p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023.</p> <p>Reason: further work required.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023.</p> <p>Reason: further work required.</p>	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Tackley: Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/157)</i>	Delegated Decisions by Cabinet Member for Highway	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To consider outcome of formal consultation.	Management (16 November 2023)				<p>Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.</p>			
Ramsden - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/181) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	<p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.</p>	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Tiddington - Proposed	Delegated	No	None	Standard	Decision due date	Cabinet	Geoff Barrell,	Corporate

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
20 mph Speed Limits and associated speed limit buffers (Ref: 2023/192)	Decisions by Cabinet Member for Highway Management (16 November 2023)			traffic scheme consultation.	for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Member for Highway Management	Senior Infrastructure Planner Tel: 07740 779859	Director Environment & Place
Arreton with Fewcott proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/158)	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					16/11/2023. Reason: further work required.			
Upper Heyford - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/197) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Enstone: Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/133) Part of the 20 Mph Speed Limit project to promote 20 limits across the county where the community seek them.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.			
Caversfield - 20 mph Speed Limit proposals and associated speed limit buffers (Ref: 2023/201) To consider the outcome of formal consultation.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Didcot Local Cycling and Walking Infrastructure Plan (Ref: 2023/226) To seek approval for the draft Didcot Local Cycling and Walking Infrastructure Plan.	Delegated Decisions by Cabinet Member for Highway Management (16 November 2023)	No	None	Public and stakeholder consultation will be undertaken and results reported in the cabinet report.		Cabinet Member for Highway Management	Rebecca Crowe, Transport Planner (Infrastructure Locality - South & Vale) Tel: 07833 401067	Corporate Director Environment & Place

The Forward Plan

14 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Cholsey- East End residential development - proposed 20mph speed limit (Ref: 2023/269)	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Aaron Morton, Engineer (Road Agreements Team - SV Engineering 1) Tel: 07393 001028	Corporate Director Environment & Place
A decision is required on a proposed 20mph speed limit on roads within a residential development.								
8 Sandford St Martin - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/180)	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 14/12/2023.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Consider formal consultation responses.								

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Reason: further work required.			
Shilton - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/178) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 14/12/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Thame - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/193) Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Management changed from 12/10/2023 to 14/12/2023. Reason: further work required.			
Wallingford - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/094)	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 14/12/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
To determine what speed limit changes should be made following consideration of public consultation responses.								
Woodstock - Proposed 20 mph Speed Limits and associated speed limit buffers (Ref: 2023/177)	Delegated Decisions by Cabinet Member for Highway Management (14 December 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Consider formal consultation responses.								

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 14/12/2023. Reason: further work required.			

25 January 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Barbury: Grimsbury and Nethercote - proposed 20mph speed limit and associated speed limit buffers (Ref 2022/149) Proposed 20mph speed limit for improved road safety and environment	Delegated Decisions by Cabinet Member for Highway Management (25 January 2024)	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 25/01/2024. Reason: further work required.	Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place

The Forward Plan

Cabinet Member for Infrastructure & Development Strategy

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bicester - A4095 / B4100 Banbury Road roundabout improvements - Contracts and Agreements (Ref: 2023/237) Delegated decision to officer to enter in to construction contract for Bicester - A4095 / B4100 Banbury Road Roundabout Improvements scheme	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy (12 October 2023)	Yes - Capital Expenditure >£1m	None			Cabinet Member for Infrastructure and Development Strategy	Mohamed Gulamhussein, Project Manager	Corporate Director Environment & Place
North Oxford Corridor (NOC) – Kidlington Roundabout Contracts (Ref: 2023/274) This report seeks to ensure authority is in place to enter into all forthcoming contracts and other such agreements for the NOC 1b – Kidlington Roundabout.	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy (12 October 2023)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Infrastructure and Development Strategy	Aron Wisdom, Programme Lead (HIF1) Tel: 07776 244856	Corporate Director Environment & Place

The Forward Plan

14 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A423 Kennington Improvement Programme - Contracts and Agreements (Ref: 2023/152) To consider a recommendation to enter in to construction contract for A423 Kennington Improvement Programme.	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy <i>(14 December 2023)</i>	Yes - Capital Expenditure >£1m	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Travel & Development Strategy changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Travel & Development Strategy changed from 12/10/2023 to 14/12/2023. Reason: further work required.	Cabinet Member for Infrastructure and Development Strategy	Helen Powdrill, Programme Lead Tel: 07554 103476	Corporate Director Environment & Place

Cabinet Member for Finance

17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Wheatley Park School, Holton, Oxfordshire (Ref: 2023/271)	Delegated Decisions by Cabinet Member for	Yes - Capital Expenditure >£1m	3. Information relating to the financial or business	N/A		Cabinet Member for Finance	Michael Smedley, Head of Estates, Assets and Investment	Executive Director People Transformation & Performance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Granting of a right of way over land at Wheatley Park School, Holton, Oxfordshire to Oxford Brookes University and their successors in title.	Finance (17 October 2023)		affairs of any particular person (including the authority holding that information)					

19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bloxham CE Primary School Construction Contract (Ref: 2023/185) To seek approval to enter into contract with a main contractor for the construction of a new school hall at Bloxham CE Primary School.	Delegated Decisions by Cabinet Member for Finance (19 December 2023)	Yes - Capital Expenditure >£1m	None	Property Capital Board	Decision due date for Delegated Decisions by Cabinet Member for Finance changed from 22/09/2023 to 21/11/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Finance changed from 21/11/2023 to 19/12/2023. Reason: further work required.	Cabinet Member for Finance	Liz Clutterbrook, Head of Major Projects	Director of Finance

The Forward Plan

Cabinet Member for Adult Social Care

17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Specialist Dementia Bed Provision (Ref: 2023/210)	Delegated Decisions by Cabinet Member for Adult Social Care (17 October 2023)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Telecare (Ref: 2023/214)	Delegated Decisions by Cabinet Member for Adult Social Care (17 October 2023)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care

21 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning of Learning Disability	Delegated Decisions by	Yes - Revenue	None	Learning Disability	Decision due date for Delegated Decisions by	Cabinet Member for	Melanie de Cruz, Commissioning	Corporate Director of Adult

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Respite Services <i>(Ref: 2023/234)</i> Key Decision needed to proceed with the procurement of Learning Disability Respite services.	Cabinet Member for Adult Social Care <i>(21 November 2023)</i>	Expenditure > £500,000		community within Oxfordshire	<p>Cabinet Member for Adult Social Care changed from 17/10/2023 to 27/02/2024. Reason: not required as urgently as first advised.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 27/02/2024 to 21/11/2023. Reason: this needs to be brought forward to meet the procurement timeline.</p>	Adult Social Care	Manager Live Well	Social Care

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Cabinet Member for Public Health, Inequalities & Community Safety

19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Commissioning a Lifecourse, Tier 2, Healthy Weight Service for Oxfordshire <i>(Ref: 2023/165)</i> The Cabinet Member is requested to	Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety	Yes - Revenue Expenditure > £500,000	None	Due to take place on OCC Let's Talk Oxfordshire platform over	Decision due date for Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety changed from 21/11/2023 to	Cabinet Member for Public Health, Inequalities & Community Safety	Derys Pragnell, Consultant in Public Health	Corporate Director: Public Health & Community Safety

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
approve incurring of expenditures for provision of a Tier 2, lifecourse healthy weight service (covering children, young people, and adults)	(19 December 2023)			summer 2023	19/12/2023. Reason: further work required.			

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Annex - 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 requested¹ and, if the report or recommendations in question 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: Children and Adult's Social Care Workforce

Lead Cabinet Member(s): Cllr Tim Bearder, Cabinet Member for Adult Social Care; Cllr John Howson, Cabinet Member for Children, Education and Young People's Services

Date response requested:² 18 April 2023

Response to report

1. This report provides information on progress against recommendations made following the "Children and Adults' Social Care Workforce" item at People Overview Committee on 10 November 2022.
2. It is submitted to Cabinet for information as Cabinet's response to the recommendations.

Executive Summary

3. Significant work is taking place to address workforce issues for internal and external staff. This activity addresses retention attraction, recruitment, training and wellbeing initiatives, aligning to other applicable Council strategies ensuring a co-ordinated approach.

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

² Date of the meeting at which report/recommendations were received9

Annex - Overview & Scrutiny Recommendation Response Pro forma

4. Discussion with the District and City Councils, as planning authorities, continues. The role of the Council is limited to consultation on key worker housing priority and allocation within Local Plans and the sharing of ideas.

Recommendation 1 – It is recommended to continue with the inclusion of staff retention within the Oxfordshire County Council Workforce Strategy; not to develop as a standalone strategy.

Recommendation 2 – It is recommended to continue partnership working with District & City Councils to influence where practicable, development of key worker housing and use of S106 monies.

Background

5. On the 10 November 2022 the People Overview and Scrutiny Committee (POSC) received a briefing providing an overview of the children and adults social care workforce (both internal and external), recruitment and retention challenges and opportunities.
6. Following this meeting POSC submitted two recommendations to Cabinet on 18 April 2023. The recommendations are:
 - To develop and introduce a Council wide staff retention strategy.
 - To have a partnership approach to key worker housing with the District Councils, including exploring the potential for Section 106 funding.
7. This report is the response to the above mentioned recommendations and provides an update on progress made in relation to the recommendations, following approval this paper will subsequently be presented at Cabinet and POSC.

Key Issues

Recommendation 1: To develop and introduce a Council wide staff retention strategy

Annex - Overview & Scrutiny Recommendation Response Pro forma

8. The Council does not have a council wide retention strategy; however, a draft corporate workforce strategy that is holistic and incorporates retention alongside recruitment and development of the workforce, has been developed and due for approval by the new HR Director once they join the Council in September 2023.
9. The strategy has been developed building on the principles of the council's values and behaviours and alignment with the Delivering the Future Together (DTFT) programme and action plan.
10. It is felt that considering the distinct, but connected, issues of staff recruitment, retention, and development together rather than separately, is the best method for delivering joined up approaches across the council.
11. There is, however, a wide range of ongoing recruitment and retention activity being carried out jointly across Children's and Adults services.

Return to Social Work Scheme

12. This scheme encourages ex-social workers and occupational therapists to restore their qualifications and re-join children's or adults services.

Social Care Academy

13. The Social Care Academy provides support and practice development to newly qualified staff. Activity is taking place to improve and develop the Social Care Academy to provide a consistent and improved approach to newly qualified social workers and occupational therapists, and to support their further development with the aim of improving staff retention.

Review of Agency Staff

14. There is an ongoing review of the use of agency staff across all services. This focuses both on the reduction in the use of agency workers and recruitment activity to appoint existing agency workers to the permanent workforce. Highlights include
 - Reduction of use of agency staff in our Family Safeguarding Plus service from 67% to 23% between June 2022 and June 2023.
 - Conversion of 8 social workers from agency employment to OCC contracts.

Annex - Overview & Scrutiny Recommendation Response Pro forma

Improved online recruitment sites

15. Improvements have been made to the [recruitment site](#)³ for children's and adults services and a targeted recruitment and marketing campaign for vacancies in new children's homes has been initiated. The campaign and recruitment site will be further developed to promote hard to fill roles across CEF and Adults over the course of 2023-24.

Response to the Staff Engagement Survey

16. Clear actions from the recent staff engagement survey have been developed and incorporated into the People's Plan and Wellbeing Action Plan. These actions focus on career progression pathways, apprenticeship routes, succession planning, 'Grow Your Own' initiatives as well as focused actions on staff wellbeing.

Benchmarking with other LAs

17. We have instigated a benchmarking exercise with 19 Local Authorities across the South East to look at jobs in Education departments that are particularly difficult in terms of recruitment and retention, roles such as Educational Psychologists and SEN Officers.

Welcome and Loyalty Payments

18. The previous Golden Hello payments for Children's social workers have been reviewed and are now called 'Welcome and Loyalty' payments with the lumpsum amount of £3500 paid to new social workers joining OCC over a period of 2.5 years.

Partnering to support the retention of external workforce

19. Working with partners across the county the Council have in place a broad programme of activity to support the recruitment and retention of staff across our external workforce (registered care providers, personal assistants, volunteers etc).

³ <https://jobs.oxfordshire.gov.uk/adult-social-care>

Annex - Overview & Scrutiny Recommendation Response Pro forma

20. A refreshed strategy and delivery plan is currently out for consultation and due to be finalised by the end of 2023. The delivery plan will incorporate a mix of new and existing interventions, such as:

- Proud to Care Recruitment Portal – A dedicated recruitment portal for Oxfordshire which provides focused recruitment support with a dedicated job broker to drive up numbers of local applicants and quality of candidate match
- Crisis Grants administered by Care Workers' Charity – Grants in the region of £500 can be provided to help with cost-of-living pressures that have put care workers into financial hardship
- Workforce Development Fund – This fund provides leadership training for career development
- Values-based Approaches⁴ – Training and a webinar series to promote value-based recruitment and management practices which is shown to increase staff retention rates

21. The draft strategy and delivery plan consultation is hosted on 'Let's Talk' Oxfordshire and engagement has been positive so far, supported by targeted e-comms.

22. A care provider Workforce Round Table also took place on the 15 September to consult directly on the proposals. This is the latest in a well-established series of conversations which enable providers and other key partners to come together to provide feedback on current activities in the workforce programme and stimulate open dialogue on new initiatives, including those focused on staff retention.

The Oxfordshire Way & Delivering the Future Together

23. All activities are aligned to the Oxfordshire Way strategic approach, ensuring we have a highly skilled and valued work force that supports people to make their own decisions about their care options, supporting people to live well and independently closer to home.

24. The internal workforce strategies are aligned to the 'Delivering the Future Together: Our Values' strategy which recognises the role of our workforce in enhancing the lives of people living in Oxfordshire and the commitment to putting our people first to become an employer of choice.

⁴ <https://www.skillsforcare.org.uk/news-and-events/blogs/what-is-values-based-recruitment>

Annex - Overview & Scrutiny Recommendation Response Pro forma

Recommendation 2: To have a partnership approach to key worker housing with the District Councils, including exploring the potential for Section 106

25. As a two-tier local authority, the County does not have responsibility for housing. Housing provision falls to the District and City Councils as the relevant planning authorities
26. We continue to engage with our District and City Council partners to understand and influence their approaches to the delivery of Key Worker Housing across the County. Partners include Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council's
27. Specific information on Key Worker Housing can be found on the Council's website, via the [Finding a Home in Oxfordshire⁵](#) guide, produced in partnership with the afore mentioned Council's. Currently Key Worker housing can be accessed through a number of social housing landlords although the majority currently prioritise NHS roles.
28. The Finding a Home in Oxfordshire guide also provides information on the Age UK Oxfordshire's Homeshare service which matches older people who are looking for help or companionship at home, with another person who can lend a hand, and needs affordable accommodation.
29. Currently South Oxfordshire DC and the Vale of The White Horse DC do not have a formal policy on key worker housing although intentions are signalled in their Housing Delivery Strategy.
30. Cherwell District Council provides for permanent key worker roles within Oxfordshire to be placed within Band 2 on their housing register to secure social housing (significant priority). Cherwell District Council also has a bond scheme to help assist key workers into private rented accommodation.
31. The City Council does not offer housing specifically for key workers, signposting to social landlords such as A2Dominion
32. Engagement with the District and City Councils is primarily undertaken through Andrew Chequers, Deputy Director of Housing and Social Care Commissioning, as principal lead.

⁵ <https://www.oxfordshire.gov.uk/sites/default/files/file/adult-social-and-health-care/FindAHomeInOxfordshire.pdf>

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33. There is recognition that a joined-up approach, tailored to local need, is required. We are engaged in ongoing discussions with our partners to understand the current approach and predicted need, to identify and maximise opportunities.
34. The dialogue explores opportunities for consultation to inform Local Plan development and Affordable Housing Allocations together with the sharing of ideas, recognising that District and City Councils are the relevant planning authority responsible for housing.
35. Officers are working closely together across Adults, Housing and Commissioning to align efforts and proactively share learning about initiatives from elsewhere in the country including, for example, the Mayor for London's Key Worker strategy.
36. Future engagement plans include attendance at relevant events including networking forums and webinars where appropriate
37. All activities described above are managed in-line with existing service budgets. No exceptions are anticipated for reporting purposes.

Report by Karen Fuller, Interim Corporate Director of Adults and Housing; Anne Coyle, Interim Director of Children's Services
Contact Officer Rose Rolle-Rowan, Lead Commissioner Strategy and Innovation, 07554 103354

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
To develop and introduce a Council wide staff retention strategy.	Partially accepted	It is recommended to continue with the inclusion of staff retention within the Oxfordshire County Council Workforce Strategy; not to develop as a standalone strategy.

Annex - Overview & Scrutiny Recommendation Response Pro forma

To have a partnership approach to key worker housing with the District Councils, including exploring the potential for Section 106 funding.	Accepted	It is recommended to continue partnership working with District & City Councils to influence development of key worker housing and use of S106 monies
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