

County Council

11 July 2023

Agenda

To: **Members of the County COUNCIL**

Notice of a Meeting of the County Council

Tuesday, 11 July 2023 at 10.30 am

Council Chamber - County Hall, New Road, Oxford OX1 1ND

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



Martin Reeves
Chief Executive

July 2023

Committee Officer:

Colm Ó Caomhánaigh

Tel: 07393 001096; E-Mail:

colm.ocaomhanaigh@oxfordshire.gov.uk

AGENDA

1. Minutes (Pages 1 - 8)

To approve the minutes of the meeting held on 16 May 2023 (**CC1**) and to receive information arising from them.

2. Apologies for Absence

3. Declarations of Interest - see guidance note

Members are reminded that they must declare their interests orally at the meeting and specify (a) the nature of the interest and (b) which items on the agenda are the relevant items. This applies also to items where members have interests by virtue of their membership of a district council in Oxfordshire.

4. Official Communications

5. Appointments

To make any changes to the membership of the Cabinet, scrutiny and other committees on the nomination of political groups.

6. Petitions and Public Address

Members of the public who wish to speak on an item on the agenda at this meeting, or present a petition, can attend the meeting in person or 'virtually' through an online connection. Requests must be submitted no later than 9am one working day before the meeting i.e., 9am on Monday 10 July 2023. Requests to speak should be sent to committeesdemocraticservices@oxfordshire.gov.uk

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

7. Questions with Notice from Members of the Public

8. Questions with Notice from Members of the Council

9. Annual Report of the Oxfordshire Joint Health Overview & Scrutiny Committee (Pages 9 - 30)

Report by the Director of Law & Governance and Monitoring Officer

The Health Overview and Scrutiny Committee is under a constitutional duty to prepare an annual report. That report is set out in Annex 1 and documents the breadth and depth of the Committee's work over the 2022/23 municipal year.

Council is RECOMMENDED to: Receive the Joint Health Overview and Scrutiny Committee's Annual Report set out in Annex 1.

10. Report of the Cabinet (Pages 31 - 38)

Report of the Cabinet meetings of 23 May 2023 and 20 June 2023.

11. Special Urgency Decisions (Pages 39 - 66)

Report by the Director of Law & Governance and Monitoring Officer

The Constitution makes provision for the taking of an urgent decision. Part 8.1 Section 17.3 requires that "In any event the Leader of the Council will submit quarterly reports to the Council on any executive decisions taken in the circumstances set out in Rule 16 (special urgency) in the preceding three months. The report will include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.

Council is RECOMMENDED to note the use of Special Urgency for Key Decisions on 9 June, 29 June and 30 June 2023.

12. Independent Members of the Audit and Governance Committee (Pages 67 - 72)

Report of the Director of Law & Governance and Monitoring Officer

The Council is RECOMMENDED to introduce an allowance of £3,156 per annum for new Independent Members of the Audit and Governance Committee in line with the recommendation of the Independent Remuneration Panel.

MOTIONS WITH NOTICE FROM MEMBERS OF THE COUNCIL

WOULD MEMBERS PLEASE NOTE THAT ANY AMENDMENTS TO MOTIONS WITH NOTICE MUST BE PRESENTED TO THE PROPER OFFICER IN WRITING BY 9.00 AM ON THE FRIDAY BEFORE THE MEETING

13. Motion by Councillor Freddie van Mierlo

Publishing the voting and attendance records of elected representatives is critical for democratic accountability. It allows residents to make informed decisions during elections and hold elected representatives to account. This council therefore requests the Director of Law and Governance to publish on the Council's website:

1. A summary of the attendance records of members at Full Council (as is done by district councils, including South Oxfordshire District Council).
2. A record of the individual votes of members made at Full Council as required under the Constitution Part 3.1, section 17.2.

The information should be displayed prominently on the appropriate section of the website and be easily accessible.

Votes taken by show of hands at the Chair's discretion will not require individual votes to be published.

The Director of Law and Governance is not requested to retrospectively publish voting or attendance records, but to do so going forwards at the earliest opportunity.

14. Motion by Councillor Imade Edosomwan

The ongoing conflict in Sudan has resulted in the loss of countless lives, displacement of hundreds of thousands of people, and a severe humanitarian crisis.

Oxfordshire has a proud history of providing support for those fleeing war. A great example is the Ukrainians fleeing the conflict in Ukraine. Oxfordshire has continued to stand shoulder to shoulder with the people of Ukraine.

We are dismayed at the government's chaotic and inadequate response. They have failed to evacuate British citizens, offer sanctuary to family and dependants, or waive existing barriers to settlement and support in the UK.

This motion condemns the war in Sudan and calls on the government to redouble their efforts to work urgently with regional partners to secure a permanent ceasefire and to engage in negotiations to find a peaceful and lasting solution to the crisis.

Oxfordshire County Council resolves to request Cabinet to continue to support refugees locally, including by:

- working with the Oxfordshire Sudanese community to identify and support new arrivals.
- collaborating with organisations in the public/voluntary sectors so they can provide appropriate support, especially for those with physical and psychological trauma.
- briefing frontline council staff so they understand needs and pathways to relevant services.

We further resolve to request the Leader to write to the Home Secretary to:

- expand safe, legal routes for extended family of British citizens and Sudanese asylum seekers.

- waive existing barriers to support including the habitual residence test.
- establish a formal programme mirroring the Ukrainian settlement scheme for Sudanese nationals seeking sanctuary.

15. Motion by Councillor Bob Johnston

This council welcomes the feasibility study for a railway line in the west of Oxfordshire linking Carterton to Cowley. With the possibility of around 10,000 additional employment opportunities being created on the north and west side of the city, (4,500 Oxford North; 1,000 Botley Road; 4,000 Osney Mead; up to 1,000 at Oxpens) there has never been a more important need for a mass transit system connecting the city with the expanding towns along the A40 corridor.

This Council urges the Cabinet to request the Corporate Director Environment & Place to build upon the results of the recently published feasibility study by entering into discussions with central government and other possible funders to identify sources of funding that would take the project forward, either in phases or as a complete route.

Councillors declaring interests

General duty

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

What is a disclosable pecuniary interest?

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

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

Declaring an interest

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

Members' Code of Conduct and public perception

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

Members Code – Other registrable interests

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

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

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

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

Members Code – Non-registrable interests

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

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 1

OXFORDSHIRE COUNTY COUNCIL

MINUTES of the meeting held on Tuesday, 16 May 2023 commencing at 10.30 am and finishing at 11.50 am

Present:

Councillor Felix Bloomfield – in the Chair

Councillors:

Alison Rooke	Nick Field-Johnson	Jane Murphy
Juliette Ash	Donna Ford	Michael O'Connor
Brad Baines	Stefan Gawrysiak	Glynis Phillips
David Bartholomew	Andy Graham	Sally Povolotsky
Tim Bearder	Kate Gregory	Susanna Pressel
Robin Bennett	Jane Hanna OBE	Eddie Reeves
Liz Brighthouse OBE	Jenny Hannaby	G.A. Reynolds
Kevin Bulmer	Damian Haywood	Judy Roberts
Nigel Champken-Woods	Charlie Hicks	David Rouane
Mark Cherry	John Howson	Geoff Saul
Andrew Coles	Bob Johnston	Les Sibley
Yvonne Constance OBE	Liz Leffman	Nigel Simpson
Imade Edosomwan	Nick Leverton	Roz Smith
Trish Elphinstone	Dan Levy	Ian Snowdon
Duncan Enright	Dr Nathan Ley	Dr Pete Sudbury
Mohamed Fadlalla	Mark Lygo	Bethia Thomas
Arash Fatemian	Kieron Mallon	Michael Waine
Neil Fawcett	Ian Middleton	
Ted Fenton	Calum Miller	

The Council considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

28/23 ELECTION OF CHAIR FOR THE 2023/24 COUNCIL YEAR

(Agenda Item 1)

Before nominations were invited for the office of Chair of the Council, Councillor Susanna Pressel (the retiring Chair) took the opportunity to reflect on her year in office as Chair of the Council, and in particular her work to raise the profile of local government and emphasise the importance of voting. Through her attendance at events, she had also been able to thank many of the wonderful staff and community volunteers who give up their time to help other people.

Councillor Pressel thanked Members for electing her and thanked staff for their support throughout the year which had been an amazing and life-changing experience for her.

Councillor Brighthouse paid tribute to the outgoing Chair, thanking her for chairing the meetings so well and for raising the profile of the Chair of the County Council all around the County.

The Monitoring Officer, Anita Bradley then invited nominations for the office of Chair of the Council for the 2023/24 Council Year. Councillor Reeves moved and Councillor Ford seconded that Councillor Felix Bloomfield be elected as Chair of the Council for the 2023/24 Council Year. There being no other nominations and no dissent, Councillor Bloomfield was duly declared elected (nem con).

Upon election, Councillor Bloomfield signed the Statutory Declaration of Acceptance of Office.

RESOLVED: (nem con) that Councillor Felix Bloomfield be elected as Chair for the 2023/24 Council Year.

(Councillor Felix Bloomfield in the Chair.)

The Chair thanked Members for the great honour. He thanked Councillor Pressel for supporting so many individuals and groups across Oxfordshire in her year as Chair. He committed to promoting the best objectives and services of the Council and to foster community identity and pride in the County.

29/23 ELECTION OF VICE-CHAIR FOR THE 2023/24 COUNCIL YEAR

(Agenda Item 2)

The Chair called for nominations for the office of Vice-Chair.

Councillor Leffman moved and Councillor Brighthouse seconded that Councillor Alison Rooke be elected as Vice-Chair of the Council for the 2023/24 Council Year. There being no other nominations, Councillor Alison Rooke was duly declared elected Vice-Chair of the Council for the 2023/24 Council Year. Councillor Rooke signed the statutory Declaration of Acceptance of Office.

RESOLVED: (nem con) that Councillor Alison Rooke be elected Vice-Chair for the 2023/24 Council Year.

30/23 APOLOGIES FOR ABSENCE

(Agenda Item 3)

Apologies for absence were received from Councillors Banfield, Corkin, Gant, Ilott, van Mierlo, Walker and Webber.

31/23 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE

(Agenda Item 4)

There were no declarations of interest.

32/23 MINUTES

(Agenda Item 5)

The minutes of the meeting held on 28 March 2023 were approved and signed as a correct record with the following amendments:

Added to the Attendance: Councillor Trish Elphinstone

Minute 11/23, on Page 3 at the end of the third paragraph:
Insert "Member" before "should resign."

Minute 13/23, on Page 8 insert after the second paragraph:

"In response to a supplementary question from Mr Parnham, Councillor Gant said that he would provide a written response giving the date that the Council first became aware that pollution levels on Hollow Way and Oxford Road / Between Towns Road may have been breached, according to provisional city data".

33/23 OFFICIAL COMMUNICATIONS

(Agenda Item 6)

The Chair announced that for the ninth year in a row, residents in Oxfordshire had topped the table nationally when it comes to recycling, reusing and composting. Oxfordshire County Council had again been named the best performing county council waste disposal authority in England in that category. In 2021 - 22, residents recycled, reused or composted 58.2 per cent of their household waste, according to the latest government figures.

34/23 PETITIONS AND PUBLIC ADDRESS

(Agenda Item 7)

Petition

Themis Avraamides presented a petition with almost 500 signatures calling for restrictions on buses using narrow streets in Woodstock as a turning circle. The double-decker buses posed a health and safety danger to pedestrians. For example, a lady on the footpath was hit by a wing mirror on one occasion. Buses are often unable to get through causing an obstruction and the practice exposed town residents to higher levels of air pollution.

Speaker

Richard Parnham stated that the minutes of the last meeting omitted to record that the Chair directed Councillor Gant to circulate the response to Mr Parnham's supplementary question to all councillors. He had still not received a response to the question regarding air pollution levels around

Hollow Way in Oxford and asked the Chair to direct Councillor Gant to circulate a response.

The Chair responded that it was normal practice to circulate written responses to all Members. He would follow the matter up and ensure that a response is given.

35/23 REPORT OF CABINET

(Agenda Item 8)

Council received the report of the Cabinet.

In relation to a question from Councillor Eddie Reeves, Councillor Duncan Enright, Cabinet Member for Travel & Development Strategy, agreed to report to Council any amendments to the Terms of Reference or the Memorandum of Understanding in relation to the Future Oxfordshire Partnership.

36/23 AUDIT AND GOVERNANCE COMMITTEE ANNUAL REPORT

(Agenda Item 9)

Council had before it the Annual Report of the Audit & Governance Committee which summarised the work that had been undertaken both as a Committee and through the support of the Audit Working Group in 2022/23. Councillor Roz Smith, Chair of the Audit & Governance Committee, moved and Councillor Brad Baines, Deputy Chair of the Audit & Governance Committee, seconded that the Council receive the report.

In response to a question from Councillor Michael Waine, Councillor Smith stated that the Committee's Governance Working Group had met and the issue of having an Education Scrutiny Committee was discussed and will continue to be considered as part of their work.

RESOLVED: (nem con) to note the contents of the Annual Report of the Audit & Governance Committee 2022/23.

37/23 CABINET MEMBERSHIP AND DELEGATION OF CABINET FUNCTIONS

(Agenda Item 10)

Under the Council's constitution, the Leader of the Council was required to inform the Annual Meeting of the Council of the delegations she had made in relation to the functions of the Cabinet. Council had before it a report (appended to the Schedule of Business) which confirmed a change in the appointment to the Public Health & Equality portfolio. The Leader also made a change in that title to "Public Health & Inequalities."

The names of the people appointed to the Cabinet by the Leader of the Council for the coming year and their respective portfolios were as follows:

Leader – Liz Leffman
Deputy Leader – Liz Brighthouse

Cabinet Member for:

Corporate Services – Glynis Phillips
Community Services and Safety – Jenny Hannaby
Climate Change Delivery and Environment – Pete Sudbury
Travel and Development Strategy – Duncan Enright
Highway Management – Andrew Gant
Finance – Calum Miller
Adult Social Care – Tim Bearder
Public Health & Inequalities – Michael O'Connor

38/23 COMMITTEES AND REVIEW OF POLITICAL BALANCE

(Agenda Item 11)

The Council was required by the Local Government & Housing Act 1989 to review the political balance on its committees on an annual basis. The Council had before it a report which set out how the rules operate and sought approval for adjustments which were necessary to achieve the balance across and within committees to comply with the rules.

The Council also had before it Annex 2 which set out the political balance on the committees and Annex 3 showing the membership of all committees, together with a number of additional changes set out in the Schedule of Business for the meeting.

The Chair noted that a revised report was included in the Schedule of Business at Page 9 along with revised Annexes 2 and 3. Annexes 1 and 4 remained unchanged.

The Future Oxfordshire Partnership Scrutiny Panel should not have been included in the list of committees contributing to the calculations on political balance. The change did not affect the final number of seats for each political group. Also Annex 3 had been corrected to show Councillor Mallon as Chair of the Place Overview & Scrutiny Committee and the Corporate Parenting Committee as having 9 places.

Councillor Felix Bloomfield moved and Cllr Alison Rooke seconded that the recommendations set out in the report be adopted. Council noted the revised report and Annexes 2 & 3 and the recommendations were agreed.

RESOLVED (nem con) to:

- a) note how the rules operate and approve necessary adjustments to achieve the balance across and within Committees to comply with the rules.

- b) appoint Councillors to the scrutiny and other committees of the Council listed in Annex 3 as required by any changes necessary as a result of applying the proportionality rules, and subject to any changes on the nomination of the political groups.

Council also noted the following appointments notified by the political group leaders:

Buckinghamshire, Oxfordshire, Berkshire West Health Overview & Scrutiny Committee:

Cllr Elphinstone to replace Cllr Edosomwan

Corporate Parenting Committee:

Cllr Brighouse and Cllr Lygo appointed

Future Oxfordshire Partnership Scrutiny Panel:

Cllr Hicks to replace Cllr Baines

Horton Joint Health Overview & Scrutiny Committee:

Cllr Levy has replaced Cllr van Mierlo

People Overview & Scrutiny Committee:

Cllr Edosomwan to replace Cllr O'Connor

Performance & Corporate Services Overview & Scrutiny Committee:

Cllr Hicks to replace Cllr O'Connor

Place Overview & Scrutiny Committee:

Cllr Coles to replace Cllr Baines

Oxfordshire County Council & Teachers' Joint Committee:

Cllr Pressel to replace Cllr Brighouse

Two further changes not in the Schedule:

Cllr Levy to replace Cllr van Mierlo on Buckinghamshire, Oxfordshire, Berkshire West Health Overview & Scrutiny Committee and Horton Joint Health Overview & Scrutiny Committee

39/23 COMMITTEE DATES 2023/24

(Agenda Item 12)

Council had before it a schedule of committee dates for the 2023/24 Council Year which had been approved at its meeting on 1 November 2022. The schedule had been drawn up to reflect the various rules regarding frequency of meetings set out in the Council's Constitution.

Councillor Calum Miller moved and Councillor Liz Brighouse seconded that Council request officers to move the date of the February Council meeting from 13 February 2024 to 20 February 2024 to avoid it being held in the

school mid-term break, unless any legal problems were identified with such a change.

RESOLVED (nem con) to note the schedule of dates of committees in 2023/24 subject to the following amendments:

- a) the start time of Place Overview and Scrutiny Committee is 10.00am.
- b) move the date of the February Council meeting from 13 February 2024 to 20 February 2024, unless any legal problems were identified with such a change.

40/23 OFFICER SCHEME OF DELEGATION

(Agenda Item 13)

The Council is required annually to agree the scheme of delegation of Council responsibilities to Officers for inclusion in the Constitution.

Councillor Felix Bloomfield moved and Councillor Alison Rooke seconded the recommendations.

RESOLVED: to approve the Scheme of Delegation as it relates to Council functions including the amendments to Part 7.1 and Part 7.2 of the Council Constitution annexed to this report.

..... in the Chair

Date of signing

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Divisions Affected – All

COUNCIL 11 JULY 2023

Joint Health Overview and Scrutiny Committee (HOSC) Annual Report 2022/23

Report by Director of Law and Governance

RECOMMENDATION

1. Council is **RECOMMENDED** to: -

Receive the Joint Health Overview and Scrutiny Committee's Annual Report set out in Annex 1.

Executive Summary

2. The Health Overview and Scrutiny Committee is under a constitutional duty to prepare an annual report. That report is set out in Annex 1 and documents the breadth and depth of the Committee's work over the 2022/23 municipal year.

Background

3. Under the Health and Social Care Act 2012, Regulation 28(1) of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 the Health Overview and Scrutiny Committee has a duty to "review and scrutinise any matter relating to the planning, provision and operation of the health services in its area".
4. As part of this overarching duty it has a duty, set out in the Council's Constitution, to report on its activity over the preceding year in the form of an annual report.

Corporate Priorities

5. Improving health and wellbeing of residents and reducing health inequalities are stated ambitions within the Council's Strategic Plan.

Financial Implications

6. There are no financial implications associated with this report.

Comments checked by: Lorna Baxter

Lorna Baxter, Director of Finance. Lorna.Baxter@oxfordshire.gov.uk

Legal Implications

7. Part 6.1B, paragraph 23 of the Council's constitution relating to The Oxfordshire Joint Health Overview and Scrutiny Committee states that "The Committee shall produce in April each year a report for the Appointing Authorities on its activities during the preceding year. That report shall also be published to health bodies and the public."

Whilst acknowledging that this report has been produced after April it fulfils that responsibility.

Comments checked by: Anita Bradley

Anita Bradley, Director of Law and Governance

(anita.bradley@oxfordshire.gov.uk)

Staff Implications

8. None arising from this report.

Equality & Inclusion Implications

9. None arising from this report.

Sustainability Implications

10. None arising from this report.

Consultations

11. None arising from this report.

Anita Bradley

Director of Law and Governance and Monitoring Officer

Annex: 1 - HOSC Annual Report 2022/23

Background papers: None

Other Documents: None

Contact Officer:

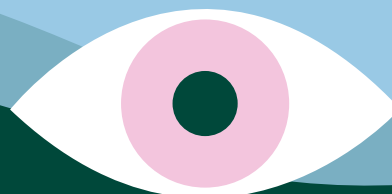
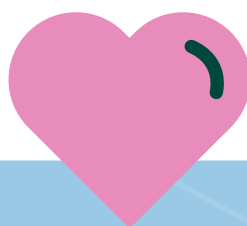
Tom Hudson, Scrutiny Manager,
tom.hudson@oxfordshire.gov.uk

July 2023

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July 2023

Oxfordshire Joint Health Scrutiny Committee (HOSC)



Annual Report

2022/23



1 Chair's introduction

This annual report comes after a year where a number of critical themes for health services have converged – the creation of the local integrated care system (ICS), trying to return to ‘business as usual’ with pre-pandemic serious issues (flagged nationally by previous HOSC committees since 2016) and COVID-19’s enduring effects across the country on waiting lists, staffing levels and wellbeing and the economy and labour market.

These issues have posed unprecedented challenges for health services in maintaining service levels to local residents, and to those residents who have faced delays and disruption at times to their care, and also the voluntary sector organisations working alongside them. They have required a greater level of involvement by the Oxfordshire Joint Health Overview and Scrutiny Committee (HOSC) to fulfil its role to be a democratically underpinned ‘critical friend’ to those providing health services to our residents.

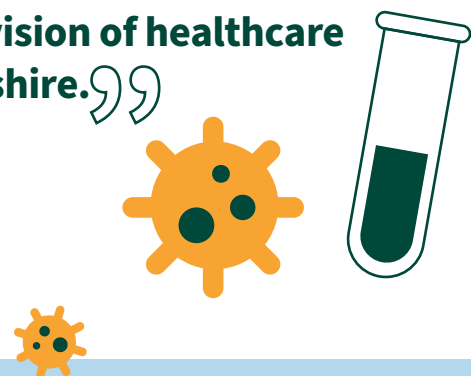
The formal establishment of integrated care systems (ICSs) on 1 July 2022 as a result of the Health and Social Care Act 2022, has made 2022/23 a challenging but exciting year for the HOSC, as it looks to scrutinise a wider - yet still evolving - ICS and introduce itself to key system personnel and structures.

While moving forward, the role of HOSCs remain very unclear in national guidance relating to the Secretary of State’s power to intervene, the Oxfordshire Joint HOSC has built up stronger relationships with different parts of the system to collaborate and produce a number of valuable, in-depth, scrutiny reviews.

As a product of this the committee has made 13 formal recommendations to health partners and cabinet and provided critical feedback on proposals, most of which have been accepted. These range from primary care, to dentistry, maternity services, the Integrated Improvement Programme and stop smoking services.

Reflecting this greater involvement and activity, I want to place on record my thanks to all the committee members, especially those who have volunteered on working groups in between full committee. I believe we are a great and maturing team with an increasingly good overview as to the factors which affect the provision of healthcare across Oxfordshire. It is standard procedure for the vice chair of the committee to rotate between district and city council members. I would therefore like to put on record particular thanks to Cllr Paul Barrow as 22/23’s vice-chair for being such a strong source of support over the last year. With other departures, the committee also said goodbye to its longstanding and deeply appreciated co-opted member, Dr Alan Cohen. The people of Oxford are fortunate to have had such a knowledgeable and hard-working champion working on their behalf.

“We are a great and maturing team; with an increasingly good overview as to the factors which affect the provision of healthcare across Oxfordshire.”



2022/23 has been a
challenging, but exciting
year for the HOSC.



Furthermore, I wish to name a few colleagues from across the healthcare system who have supported the committee's business, though the committee is acutely aware that there are many people who support them behind the scenes too.

Ansaf Azhar (Director of Public Health, Oxfordshire County Council)

Karen Fuller (Director of Adult Social Care, Oxfordshire County Council)

Dan Leveson (Place Director, Berkshire, Oxfordshire and Buckinghamshire Integrated Care Board (BOB ICB))

Julie Dandridge (Deputy Director, BOB ICB)

Sam Foster (Chief Nursing Director, Oxford University Hospitals NHS FT)

Dr Ben Riley (Managing Director, Oxford Health NHS FT)

Helen Shute (Community Services Programme Director Oxford Health NHS FT)

Will Hancock (Chief Executive, South Central Ambulance Service)

Rosalind Pearce and Veronica Barry (Executive Directors, Healthwatch Oxfordshire)

Thanks go also to Oxfordshire County Council cabinet members who have participated regularly in meetings and liaison with the committee including Mark Lygo (public health); Tim Bearder (adult social care) and also to Judy Roberts (Oxfordshire County Council and Vale of White Horse district cabinet member who took part in the primary care deep dive workshop which gave consideration to the particular case of GP estate provision in Didcot).

Particular thanks must go to Eddie Scott, the committee's scrutiny officer. Although he has left his post at Oxfordshire, he deserves special mention for his exceptional contribution to the work of HOSC. Without him many of the HOSC's successes would not have been possible.

The fundamental purpose of the HOSC is to provide democratic oversight into the provision of our health services and to provide an alternative door for residents to share their concerns. Consequently, I am also grateful to the members of the public that have engaged with the HOSC, either by talking to or writing to the committee. This includes engagement from local stakeholders - Wantage Town Council Health Sub-Committee, Keep our NHS Public Oxfordshire, Keep the Horton General, and Didcot Against Austerity.

A handwritten signature in black ink that reads "Jane Hanna". The signature is written in a cursive, flowing style.

Councillor Jane Hanna OBE
Chair of the Oxfordshire Joint Health
Overview and Scrutiny Committee 2022/23

2 About the committee

The Joint Health Overview and Scrutiny Committee is administered by Oxfordshire County Council and made up of 15 members. It draws its membership from the county council, the city and district councils within Oxfordshire (Cherwell, Oxford city, south Oxfordshire, Vale of White Horse, west Oxfordshire), plus three non-councillor co-opted members.

The HOSC is fundamentally not a decision-making body. It does not have the power to directly change policy. Its remit is to scrutinise any matter relating to the planning, provision and operation of health services in the area of its local authorities and the ability to bring those involved in those areas before it to discuss specific health services, using their knowledge and experience, and their position as democratically elected members, to be a 'critical friend'.

The most formal outcomes of the HOSC come in the form of written recommendations to specific service providers, making suggestions as to ways in which those services might be improved. Scrutiny's power to influence policy lies in identifying practical ideas for local improvement and making a clear case for them. Those to whom recommendations are sent must respond to the HOSC in writing, usually within 28 days, the responses of which are published and form part of the public record.

The committee's power is also to give improved clarity where local improvements are constrained by national powers, resource and guidance.

The committee has been able in these cases to make these local findings and correspond with government to seek support for local improvements. These have notably included consultation and improved clarity for democratic scrutiny; workforce planning; national contract arrangements for dentistry and devolution of capital funding for primary care estate.



3

Summary of activity HOSC activity in brief



The committee has met on six occasions over the course of the last municipal year, more than is required. I has scrutinised 27 substantive items, including topics such as

- Emotional wellbeing of children
- The Integrated Care Programme
- The ICB's public engagement strategy
- The development of the ICB
- Winter pressure readiness
- Muscular skeletal service
- Health inequalities in rural areas
- Tobacco control
- South Central Ambulance Services' Improvement Programme
- Access to primary care
- Dentistry provision
- Engagement proposals concerning Wantage Hospital



i. The development of Buckinghamshire, Oxfordshire and Berkshire West Joint Health Overview and Scrutiny Committee (BOB JHOSC)

A major development this year has been the launch and the formalisation of the Buckinghamshire, Oxfordshire and Berkshire West Joint Health Overview and Scrutiny Committee (BOB JHOSC). The committee is made up of councillors from Oxfordshire County Council and the unitary authorities of Buckinghamshire, west Berkshire, Wokingham and Reading and looks to scrutinise the integrated care system at a 'system' level, (rather than place-based issues which are reserved to the OJHOSC).

Following two informal meetings of the BOB JHOSC in previous years, the committee held its first formal meeting on 25 January 2023 in order to scrutinise the forthcoming BOB integrated care partnership strategy. At the meeting Cllr Jane MacBean, Buckinghamshire County Council, and Cllr Jane Hanna, Oxfordshire County Council, were elected as chair and vice-chair of the committee respectively.

Throughout the process there has been a collaborative tone to cross council scrutiny by BOB OJHOSC members. However, during the first meeting of the committee, it became apparent that there were a number of ways to develop its working practices. It was notable at the 25 January 2023 meeting, that only Cllrs Hanna, Champken-Woods and Levy were able to attend. There is a need to make the meeting more

The committee has made 13 formal recommendations, of which five have been accepted, two partially accepted, three rejected and three await responses.

Key achievements

The core measure of HOSC's success is not how much effort it has put in, but to effect positive change for residents.

accessible by making virtual attendance options available. In addition, there is a need to firm up, and develop a joint protocol in respect of the BOB JHOSC.

Many of the BOB JHOSC's comments on the integrated care partnership (ICP) strategy were taken into account on finalisation of the BOB ICP strategy, as shown in the report on the ICP strategy consultation.

ii. Co-optee recruitment: Extending representation

Within the membership of the HOSC there is space for three co-opted members. These members play two key roles on the committee – bringing in new knowledge and experience to the committee, and by virtue of being non-politically aligned giving deeper assurance to the public of the HOSC's independent and apolitical commitment to improving local resident health outcomes.

Over the last year, two co-opted members finished their terms: Alan Cohen and Barbara Shaw. With both having served two two year terms it was necessary that the committee undertake an open recruitment exercise.

A key principle of the committee is the recognition that different service levels in health services do not impact all residents in the same way. Typically, health inequalities weigh most heavily on those with the fewest spare resources. Consistently asking how existing health inequalities may be addressed is therefore an important part of the committee's mission, but this sort of challenge really relies on understanding the practical experiences of members in order to assess the robustness of any reply put forward.

The committee expressed a desire that in its recruitment exercise it should broaden its expertise and representation to groups whose voices may not usually be heard.

Barbara Shaw was reappointed as a co-opted member and Siama Ahmed was invited to join the committee as a result of this recruitment.

Barbara has previously worked at a national level for the Citizens' Advice Bureau. She has shown tireless enthusiasm for the mission of HOSC and the committee is greatly strengthened for having her return.

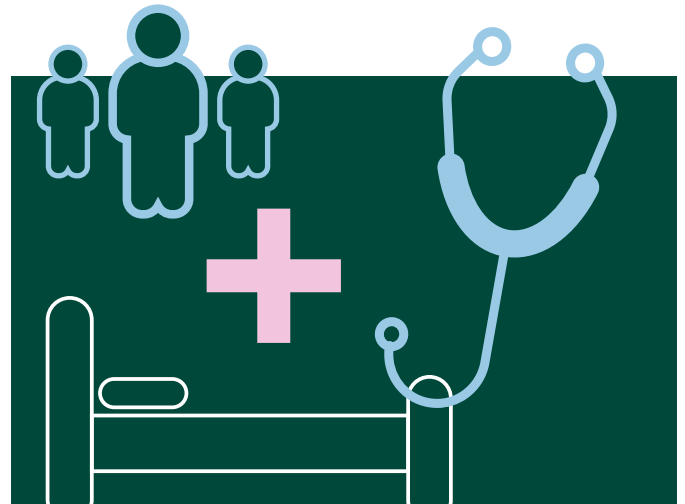
Siama Ahmed works professionally with asylum seekers, refugees and British survivors of exploitation. She expressly put forward on her application her wish to give voice to under represented communities. Siama has experience as a non-executive director in a Primary Care Trust and the committee is really excited to have her on board. The HOSC is grateful that it has been able to appoint two co-optees with so much to offer.

iii. The reopening of the midwifery-led units (MLUs) at Wantage Community Hospital and the Cotswold Birth Centre (Chipping Norton)

The committee was pleased to hear the news in early January of the reopening of the temporarily closed MLUs at the Cotswold Birth Centre and at Wantage Community Hospital. This followed its aresolution to consider a report on temporarily closed services within Oxfordshire and a completed substantial change toolkit form for the service.



Maternity within Oxfordshire and the temporarily closed MLUs had been a long-term area of work for the committee, which included the chair and a group of committee members attending an OUH stakeholder event during November 2022, which built upon the committee’s consideration of maternity during the 2021/22 municipal year. At the event HOSC members provided a scrutiny perspective on discussions which would inform the trust’s forthcoming clinical strategy for maternity and neonatal services. The post-COVID-19 reopening of these local services is a significant improvement for those areas and the HOSC is glad to see its continued input has contributed towards their re-opening.



iv. Improving future resident access to primary care

Following on from the committee’s consideration of primary care in May 2022, it enjoyed a superb co-produced workshop session on primary care provision within Oxfordshire. The session explored the multi-faceted primary care workforce issues within Oxfordshire and BOB, the complexities in providing primary care estate and making use of developer contributions. The session also benefitted from invaluable input from a number of GPs and the council’s property services team. Attendees would like to thank Dr Richard Wood, from the local medical committees, for his engaging and provoking presentation on capacity within general practice and Dr Joe McManus and Dr Rachel Ward for their rich day to day insights from working in general practice.

The findings of the workshop were provided to the committee at its meeting in November where there were further discussions which resulted in a total of three recommendations to the ICB:

- A recommendation to cabinet and a resolution to write a letter to the secretary of state to highlight the need for primary care estate to be a pre-requisite for major development, in relation to national planning policy

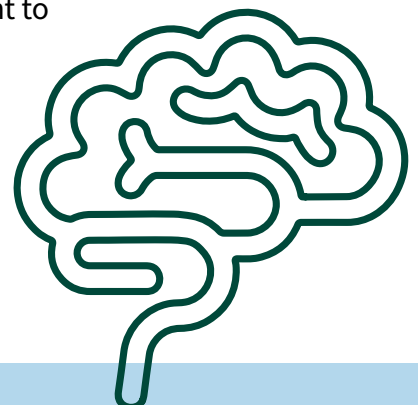
- The requirement for devolved capital funding to ICB’s for estates projects
- To highlight the national workforce issues relation to general practice.
- The submitted letter can be found as an appendix to this report.

A new role will be included in the ICB structure to focus on liaison with local authority planning colleagues. This follows recommendations from the committee for roles to be created to ensure the use of available funds is taken up. This would include the Community Infrastructure levy and Section 106 funds.

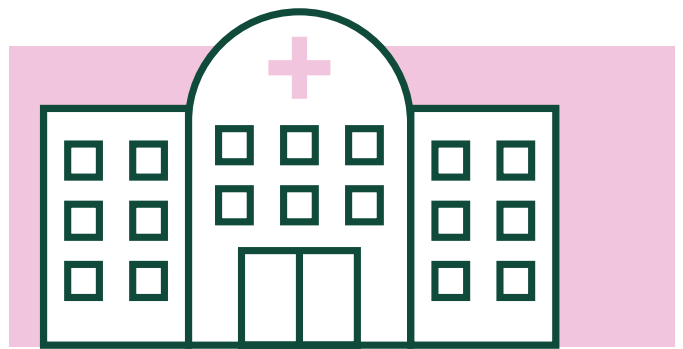
This also includes quicker use of developer contributions for health facilities in areas of the county like the Vale of the White Horse, which have experienced some of the highest areas of population growth in the south-east region.

The committee found the more informal workshop session improved HOSC members’ understanding of the subject area, and allowed more detailed, open discussions with health professionals and service users.

The committee sees the primary care workshop as a blueprint to effective scrutiny work and looks forward to a forthcoming workshop on serious adult mental health services.



In addition, with the aim of encouraging better understanding around the use of developer contributions for health facilities, and to promote greater partnership working, the HOSC looks forward to facilitating a workshop discussion between the ICB and district council development management officers and relevant cabinet members and chairs.



v. Encouraging co-working over Wantage Hospital bed provision

Under legislation, one of the few legal powers available to the HOSC is to make a referral to the secretary of state if a substantial change has been made to an element of healthcare provision without sufficient consultation by health care providers. The power to do this is to be rescinded but the timeframe for doing so is unclear.

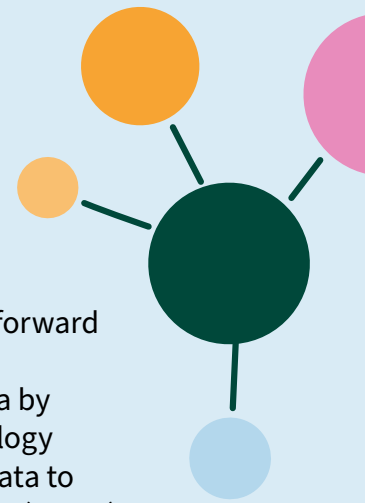
In response, after the final ordinary meeting of the municipal year in April 2023, a sub-group of the committee held discussions with system partners to determine whether a substantial change had occurred in Wantage with the temporary removal of beds approximately seven years ago, whether sufficient consultation had occurred, and whether a referral to the secretary of state was merited.

The final outcome of this work is due to be determined in the next municipal year, but HOSC has recognised the complexity of the situation and has consistently pressed for consultation and co-working between local and healthcare stakeholders to give the greatest opportunity to find a mutually agreeable solution. The outcome of HOSC's work to date has been to get clarity over NHS partners' timings for consultation around this topic, including the arrangement of a co-design workshop between local residents and NHS system partners. The decision to make a referral to the secretary of state remains live, but ultimately the HOSC would see the need to involve external arbiters as a failure and hopes that the issues can be worked through at a local level.



4

Other HOSC highlights from 2022/23



Elective recovery backlog working group

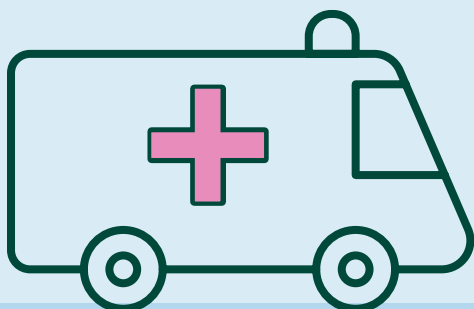
Since January 2022, as a result of the greater scrutiny report, the sub group has been able to regularly review the elective care backlog in the OUH board papers.

The group are looking forward to receiving a briefing from the programme director for elective care for the ICS. The working group looks forward to reporting back to the committee in due course.

The chair had calls with the operations director at OUH in the lead up to the NHS strikes and was able to get reassurance that the management team and staff at the hospital were doing all that they could do to manage an extremely challenging context for delivery of services.

South Central Ambulance Service

The committee has been pleased to welcome representatives of the South Central Ambulance Service (SCAS) twice within the last year in order to scrutinise their actions in response to their inadequate rating by the Care Quality Commission (CQC). The committee are reassured that the trust is making progress towards identified areas for improvement in the CQC report and has built up a good relationship with outgoing Chief Executive, Will Hancock.



The committee is also looking forward to have taking a closer look at Oxfordshire response time data by locality, once the SCAS technology allows the breakdown of this data to middle layer super output areas (MSOA).

Integrated improvement programme

The committee continues to follow progress of the integrated improvement programme. It's aims are to provide an interconnected system of care and the provision of reliable, high quality care as well as joining up community services provision and emergency care work.

A committee site visit to Wantage Community Hospital heard presentations from Oxford Health. There is now a better understanding of outpatient pilot services. These were established as a result of the OX12 project in 2018.

In July 2022, the committee recommended that funding to progress the establishment of the IIP programme management office (PMO) be considered and if approved, released at the earliest opportunity.

The HOSC received a response from Oxford Health NHS Foundation Trust that the trust were committed to providing resources to support the transformation activities of the services in which it is the provider. The JHOSC recommendation that Oxford Health NHS Foundation Trust provides information relating to the governance of the IIP was partially accepted and the recommendation that funding to progress the establishment of the Integrated Improvement



Programme's (IIP) Programme Management Office (PMO) is considered and, if approved, released at the very earliest opportunity was also partially accepted.

Oxford Health NHS FT has committed resources to support transformation activities linked to the services it provides, however some of this action lies outside of the remit of the trust with the ICB.

The committee will be continuing to monitor and scrutinise the programme, including the appraisal of the reconfiguration of the county's community bed provision and the development of virtual wards.; It looks forward to receiving a report from the programme's new programme director during 2023 on whole system support and timescales.

The Oxfordshire tobacco control strategy

In September 2022, the committee considered the proposed changes to the Oxfordshire tobacco control alliance's tobacco control strategy and corresponding action plan. The committee were pleased to endorse the alliance's aim to achieve a lower than five per cent of level of smoking prevalence within the county.

The committee were able to provide valuable feedback on potential opportunities to conduct a piece of work to advertise stop smoking services in the context of the cost of living crisis at foodbanks. Furthermore, the committee also offered its support to and suggested that there was room for the co-production of initiatives to reduce smoking prevalence amongst social housing tenants.

In April 2023, the committee invited officers to provide an update on the progress of this work and were pleased at the results. The one area of serious concern identified by HOSC members in September and April was the prevalence and normalisation of vaping amongst younger people, particularly at school. This is an issue which the HOSC considers to have a significantly higher risk factor than official responses suggest and the committee will seek to continue to raise the profile of the dangers involved. This is especially the case since most recently the national media has published concerning research on vaping and toxicity levels of illegal vaping products being used by the young.





The committee was pleased to see that schools were being provided with balanced video materials to ensure a clear and helpful message to the young about smoking.

Engagement

The committee has regular engagement with public speakers and members at HOSC around government reforms and the community strategy but also including end of life care and changes in hearing-loss services. The committee received and took up questions on behalf of the public in between and at committee on changing plans from protection to living with COVID-19, problems from patient group leaders with using the internet links provided by the CCG to participate in the BOB public engagement strategy and to champion the health needs of the Didcot community.

Care homes

The committee has been clear that all those working in health and care during the pandemic have gone above and beyond for our local population in the most challenging of circumstances.

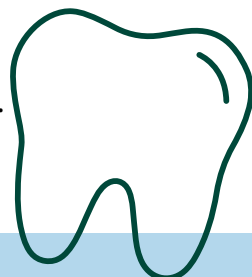
Scrutiny and learning through those challenging times is viewed by the committee as valuable not only for bereaved families and key workers but for future prevention. Member reports on the first thirty days of COVID-19 and a piece on infection control in care homes had been supported by worthwhile discussions with the director of public health and the interim executive director – people, transformation and performance.

Members undertook an insightful visit to Henry Cornish Care Centre, which was an exemplar for effective infection control in a care home setting, and a report on the visit was compiled and presented to the committee. The committee is keen that these findings are not lost and are used to inform future findings and recommendations on a national level about infection control and the country's COVID-19 pandemic response. However it is understood by the committee that the local government response to the national COVID-19 inquiry is being coordinated by the Local Government Association under national rules for engagement and it is unlikely that there will be a role for scrutiny committees to submit information to the inquiry. This is most concerning given the valuable work of the JHOSC committee which included local learnings agreed within Oxfordshire County Council since 2020.

Dentistry

Healthwatch is a statutory body acting as health and social care champions for the local community. Their work and that of HOSC is complementary, with Healthwatch providing a lot of excellent feedback on the practical issues experienced by people whose voices are not always heard.

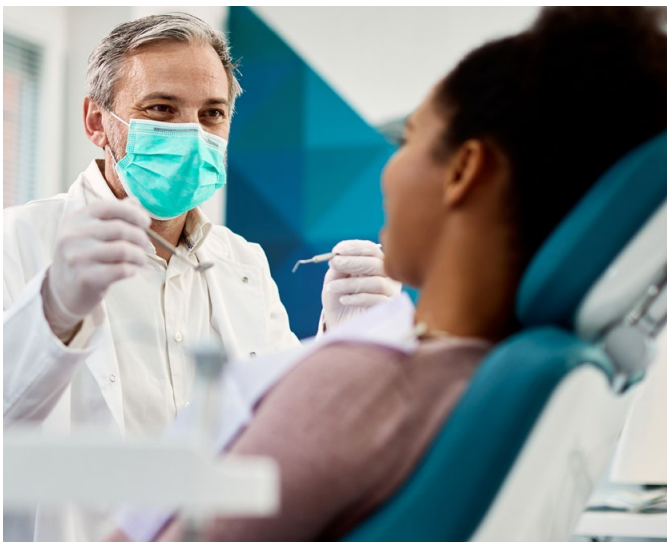
In April 2023, the committee received an update from Healthwatch identifying the huge challenges residents face in accessing NHS dental services, and another report from NHS commissioners on their challenges about a reduction in numbers of NHS dental providers, staffing challenges and funding levels.



This topic illustrates the challenge HOSC faces in delineating between national level issues, which it has minimal influence over, and local ones, where it can make a tangible difference. HOSC cannot make more dentists receive training, but it can and did look at ways of ensuring dentists wanting to work in the area are not put off by bureaucratic hurdles. It was also able to identify a particularly high area of dentistry underspend in Oxfordshire because of especially low activity in NHS dentistry and make a recommendation that this underspend is used to invest in a work programme in Oxfordshire aimed at helping the most vulnerable.

A further strong outcome of the meeting was the recognition that Oxfordshire is one of the areas nationally which does not add fluoride to its drinking water and doing so would have immense clinical benefits to oral health. Indeed, poor dental health in children under five is the leading cause of admission to accident and emergency and poor dental health in all is associated with higher risk of other physical disease.

At a time of unprecedented challenge in health and care, consideration of the most effective way of addressing this is vital. Recognising that any additions to water can be controversial, the committee has agreed to write to the secretary of state to consult on whether this might have public support and will be notifying local authorities of this intention.



Ear wax

The committee appointed Barbara Shaw to represent the JHOSC at a meeting with representatives from the Integrated Care Board and local stakeholders about the Oxfordshire age related hearing loss contract. A number of topics were raised including patients not being aware that earwax removal could be accessed for free through the NHS, the payment mechanisms relating to the provision of the service, and access to earwax removal to those below the age of 55. The committee looks forward to continuing to monitor the service and together with the other stakeholders to receiving a more detailed report by the commissioner on the state of the age related hearing loss service in future.

Muscular skeletal services

Over 22/23, HOSC had positive engagement with the ICB concerning the future plans for the commissioning of a new Muscular Skeletal Service (MSK). The MSK sub-group, comprised of Cllrs Champken-Woods, Cllr Paul Barrow and Barbara Shaw, met with Connect Health, the new provider of MSK services in Oxfordshire in their pre-mobilisation stage. Issues discussed included their plans for mobilisation - including transition arrangements between Connect Health and the previous provider Healthshare - and their plans for recruitment. The group were able to offer valuable feedback on the developing webpages for the service, and locations for future services.

The group met again in December 2022 to scope the scrutiny committee's consideration of the MSK Service at its February 2023 meeting and to discuss informal qualitative feedback on the service. The committee would like to thank Danielle Chulan and Avril Fahey, Connect Health, as well as Judy Foster, BOB ICB, for their continued engagement with the committee and the chair on an ongoing basis, in relation to recruitment and access to services by local people in the south of the county.

5 Looking ahead to 2023/24

Staffing and capacity

One of the core themes of HOSC's scrutiny this year has been around workforce issues, which has illustrated time and again the pivotal factor staff capacity has in delivering an organisation's objectives.

The HOSC is itself, at present, in a state of transition regarding its staffing and resourcing. The committee's dedicated scrutiny officer, Eddie Scott, left employment at the county council in March 2023. The timing of this changeover means that it has been impractical to undertake the planning which would be expected of the committee in terms of work programming and developing priorities for the forthcoming year. However, whilst delayed until the newly appointed Scrutiny Officer, Dr Omid Nouri, comes into post in early July 2023 the future staffing of the committee does look very bright. Dr Nouri has transitioned from academia, and lecturing in politics specifically, to applying those skills more directly and has been working as a health scrutiny officer at Surrey County Council. In addition to this, over the coming year the scrutiny function at the county council will be expanding, with a dedicated democratic services officer to be recruited which will add significant extra capacity to the scrutiny team across the council.

Whilst the new officer joins in July, short term priorities have been agreed. In its June meeting it is scheduled to look at the quality accounts (similar to an annual report) of Oxford Health and Oxford University Hospitals NHS Foundation Trusts and end of life care in the county. In September, the committee will consider the



multi-organisational health and wellbeing strategy, and specific work on obesity.

Further to this, there are some clear themes which can be committed to over the forthcoming year:

Wantage

As detailed elsewhere, the temporary closure of beds at Wantage Hospital has been a high-profile issue locally and the committee has helped to move the discussion forward. The HOSC sees its role in resolving these issues not simply as a participant in discussions between stakeholders, but also partially as a facilitator and will seek to support constructive discussion between relevant health and non-health stakeholders with hopeful resolution in 2023.

BOB JHOSC

The Oxfordshire HOSC and the wider area BOB JHOSC are technically different from one another, but the membership and functions of them have so much cross-over that forthcoming steps concerning the BOB JHOSC merit being included as an aim for the Oxfordshire HOSC.

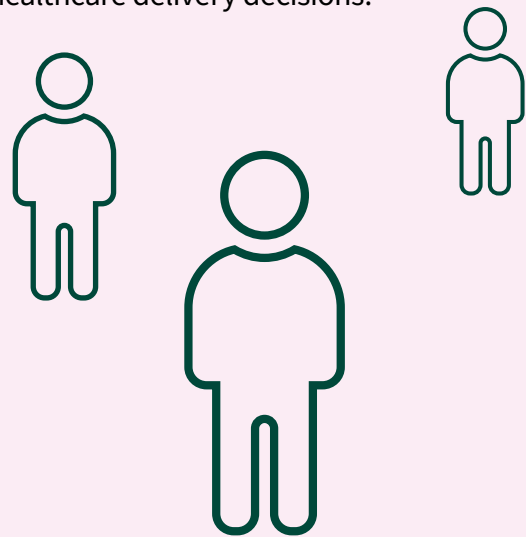
Over the last year the terms of reference for the BOB JHOSC have been agreed by its constituent councils and it has met once, so practically much is required to integrate this new body into the existing structures of scrutiny and governance.

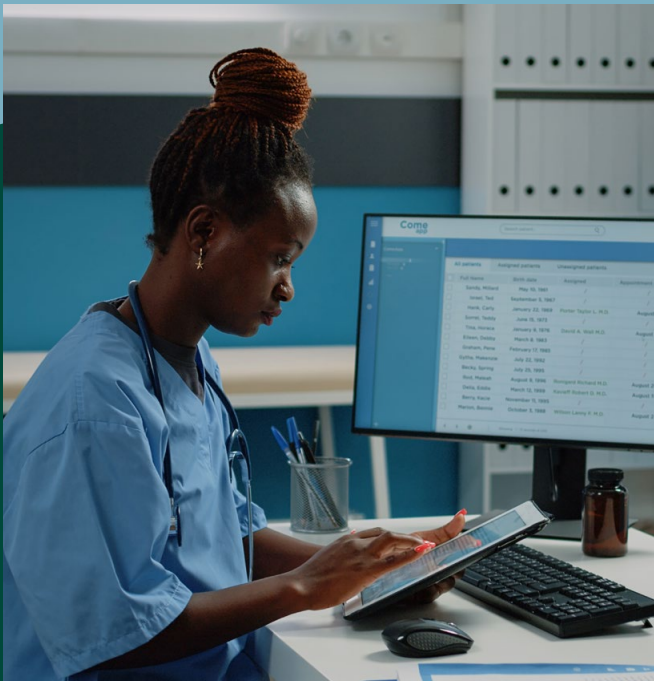
It is important that the BOB JHOSC operates in such a way that it can truly work on issues of relevance across the Buckinghamshire, Oxfordshire and Berkshire west area, but that it does not simply add a layer of duplicate scrutiny to that which is already happening in place-based HOSCs such as Oxfordshire, or move the level of scrutiny to such a broad area that the views and concerns of individual residents are lost.

The BOB JHOSC will be an important feature of health scrutiny, impacting on local people. There is much work to be done to ensure that it operates effectively and efficiently within current structures. National resources and guidance on ICS level democratic scrutiny were not part of the outcomes of the Health and Care Act. HOSC members will continue to seek to shape and develop this to ensure this aim is realised.

Further increasing diversity, engagement and representation

When a co-optee position arose over the last year, the committee made a conscious decision that it should seek to develop the diversity of its membership and thereby to strengthen the representation of lesser-heard voices in our community. As mentioned above, the committee is delighted that Siama Ahmed has joined, with her professional insights into the needs of asylum seekers, refugees, and British survivors of exploitation. To avoid being a tick-box exercise, the committee's commitment to improving its diversity, engagement and representation must not simply be a one-and-done action but an ongoing challenge of constant improvement. The HOSC will seek, therefore, to identify ways it can be more open to the public, particularly those whose voices are rarely heard or who are disproportionately impacted by specific healthcare policies, to ensure that their concerns and expertise are given full consideration in healthcare delivery decisions.





For further information on the Committee, and its work, see the links and contact details below:

[Committee details - Oxfordshire Joint Health Overview & Scrutiny](#)

Chair: Cllr Jane Hanna OBE
jane.hanna@oxfordshire.gov.uk

Contact Officer: Tom Hudson
tom.hudson@oxfordshire.gov.uk

Cllr J Hanna OBE

Chair, Oxfordshire Health
Overview and Scrutiny
Committee

07 June 2023

Dear Secretary of State for Health and Social Care,

Challenges Facing Primary Care in Oxfordshire

I am writing on behalf of and in my capacity as the Chair of the Oxfordshire Joint Health Overview and Scrutiny Committee (OJHOSC) to draw your attention to the challenges facing primary care provision in Oxfordshire following the OJHOSC's scrutiny of the topic.

Members of the OJHOSC heard evidence from a number of Oxfordshire GPs, Healthwatch, the ICB and the Berkshire, Buckinghamshire and Oxfordshire Local Medical Committee at a co-produced roundtable workshop discussion; and paid formal consideration to its collated findings at its formal meeting on 24 November 2022.

Following discussions at its formal meeting, the Scrutiny Committee felt it was imperative to highlight the following obstacles, which were at a national level and currently preventing exceptional quality primary care from being delivered in Oxfordshire:

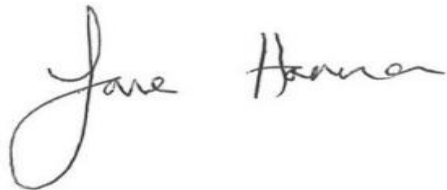
1. The current national narrative centred on the perception of 'access' issues to primary care. However, the publicly-perceived issues in primary care are symptomatic of a lack of GP Capacity exemplified by an informal study, which was conducted by the Buckinghamshire, Oxfordshire and Berkshire West (BOB) Local Medical Committee. The study suggested that there was 60-78% of unresourced overtime per BOB GP; and unsustainable and potentially unsafe levels of appointments seen each day per GP. This issue is only exacerbated by the estimated loss of 2 GPs per day nationally and the lack of a national workforce plan which was highlighted in a [previous letter to Oxfordshire MPs following a cross-party agreed Oxfordshire County Council motion](#).
2. The current lack of capital funding devolved to Integrated Care Boards (ICBs) creates reliance on third party developers' willingness to invest in primary care estate and hinders the ability for ICBs to build primary care estate which responds to local population and demographic changes; and which is a prerequisite for major housing developments. This would allow avoidance of situations such as at the Great Western Park Estate in Didcot where delays to the provision of a new GP surgery have resulted in a severe lack of clinical space and unmanageable patient numbers at Woodlands Medical Centre.

From the Committee's engagement on the subject it is clear that Primary Care has the opportunity to offer a strong base and foundation to provide exceptional healthcare provision in Oxfordshire; and act as the frontline to an evolving landscape of healthcare

provision. However, this can only be achieved and enabled by the devolvement of NHS England funds to local systems and changes which enables primary care estate to become a precursor to major developments.

The Committee looks forward to your engagement in this area and developments to address the issues raised above.

Yours sincerely,

A handwritten signature in black ink that reads "Jane Hanna". The signature is written in a cursive style with a large, looped initial 'J'.

Cllr Jane Hanna OBE

Chair, Oxfordshire JHOSC, OCC

Jane.hanna@oxfordshire.gov.uk

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Divisions- N/A

COUNTY COUNCIL – 11 July 2023

REPORT OF THE CABINET

Cabinet Member: Leader

1. Appointments 2023/24

(Cabinet, 23 May 2023)

Cabinet had before it a report recommending member appointments to a variety of bodies which, in different ways, supported the discharge of the Council's executive functions.

Cabinet approved the appointments set out in the report, subject to some amendments including the additional role of "Champion for Future Generations"

Cabinet Member: Deputy Leader

2. Cabinet response to report from People Overview and Scrutiny Committee - Home to School Transport Policy Working Group

(Cabinet, 23 May 2023)

Cabinet considered a report and recommendations from the Home to School Transport Working Group which had been established to consider:-

- (a) the Home to School Transport Policy and the options for any changes to the policy;
- (b) the impact on carbon emissions of any change in policy;
- (c) the equalities implications of any changes

The provision of Home to School Transport for eligible children was a statutory duty for local authorities. The Council determines and reviews its policy that applies to providing home to school transport for children of compulsory school age and also its Post 16 transport policy statement that applies to young people of sixth form age.

Members were addressed by parents affected by the proposals and by the Chair of the Working Group.

Cabinet approved a number of recommendations on changes to the policy.

3. SEND Sufficiency and LGSCO findings report

(Cabinet, 20 June 2023)

Cabinet had before it a report detailing proposals for an updated SEN sufficiency strategy and learning from a recent decision by the Local Government and Social Care Ombudsman. The Council's Special Education Needs service, during 2021 and 2022, was delayed in its handling of the

production of a child's education, health and care plan. Additionally, during that period the child was not provided with education between April 2022 and December 2022. The service, following the intervention by the Local Government and Social Care Ombudsman, addressed the handling of the request for the child's school place and had identified points of learning and service improvement opportunities which were identified in the report.

Cabinet welcomed the measures taken in response to the LGSCO report and noted the updated Special Educational Needs' School Places Sufficiency Strategy.

Cabinet Member: Climate Change Delivery and Environment

4. Oxfordshire Air Quality Strategy

(Cabinet, 23 May 2023)

Cabinet considered a report which provided an overview of the Oxfordshire County Council Air Quality Strategy. It summarised the background to the strategy, development process and content of the strategy.

Members noted that the results of traffic data collection exercises would form part of report for full consideration by the Cabinet in due course and recognised the issues concerning air quality in specific areas of the County due to traffic congestion. The Air Quality Strategy would help deliver transport and place planning policies across the County and the importance of working with partners including district councils and community initiatives was noted.

Cabinet approved the Air Quality Strategy and Route Map for launch on Clean Air Day (15th June 2023).

5. Oxfordshire Local Nature Recovery Strategy

(Cabinet, 23 May 2023)

Cabinet had before it a report on the proposed governance structure for the Oxfordshire Local Nature Recovery Strategy (LNRS)

The Environment Act 2021 introduced a requirement to produce Local Nature Recovery Strategies (LNRS). LNRS would be spatial strategies that establish priorities and map proposals for specific actions to drive nature's recovery and provide wider environmental benefits.

The County of Oxfordshire had been identified as a geographical area for an LNRS, and Oxfordshire County Council had accepted a nomination from the Department of Environment Food and Rural Affairs (DEFRA) to be the provisional Responsible Authority to lead production of the Oxfordshire LNRS in March 2022. The Council expected to be formally appointed Responsible Authority in May 2023.

Members noted the need to ensure ongoing financial provision in the long term and that the strategy would have a significant impact on a range of Council policies. The LNRS would provide the opportunity for the Council, as lead

authority, to work with a range of partners in delivering positive outcomes for the natural environment and biodiversity in Oxfordshire.

Cabinet noted the Council's anticipated appointment as Responsible Authority for the Oxfordshire LNRS and approved the governance structure.

6. Policy on Supply Chain Emissions

(Cabinet, 20 June 2023)

Cabinet had before it a report recommending adoption of a policy to create a robust and prioritised approach to addressing supply chain emissions.

Supply chain emissions (sometimes described as 'Scope 3' emissions) made up around 90% of Oxfordshire County Council's (OCC) overall emissions. The Council was already working with some of its contractors to reduce carbon emissions, both through the social value policy and direct engagement with some contracts. The reporting of contractor emissions however was currently very limited.

Cabinet approved the policy which would:-

- Develop OCC's industry knowledge through improved understanding of the carbon reduction measures and targets implemented or planned by contractors.
- Enable baselining and tracking of scope 3 emissions in the council's GHG report for improved transparency on the council's wider emissions footprint and to measure progress on carbon reduction.
- Identify opportunities to collaborate with our suppliers in bidding for external funding or knowledge transfer.
- Identify opportunities to work with organisations procuring similar goods and services on developing ambitious specifications that drive the market towards low carbon solutions.

Cabinet Member: Corporate Services

7. Workforce Report and Workforce Data Q4 2022/23

(Cabinet, 20 June 2023)

Cabinet had before it a report on the workforce profile for quarter 4 of 2022/23 (January – March 2023) and an update on the progress of some of the key workforce priorities. The report referred to an increase in the directly employed headcount in the current financial year which would be subject to further scrutiny, a reduction in staff turnover, an increase in the number of apprenticeships and an increase in agency worker costs which was being addressed through organisational reviews and recruitment campaigns.

Cabinet noted the report and welcomed the initiatives being taken on recruitment, wellbeing of staff and equality, diversity and inclusion in the workforce.

Cabinet Members: Finance and Corporate Services

8. Proposal from OUFC to OCC as Landowner: Arrangements for Engagement

(Cabinet, 23 May 2023)

Cabinet had before it a report which provided an update on work underway, feedback from stakeholder meetings held to date and the plans for the second phase of public engagement regarding the use of a parcel of land known as 'Land to East of Frieze Way / South of Kidlington Roundabout or the triangle' for the development of a new stadium for Oxford United Football Club (OUFC).

Cabinet agreed the recommendations including changes to strategic priorities and the second phase of public engagement.

Cabinet Member: Finance

9. Financial Management Report 2023/24

(Cabinet, 23 May 2023)

Cabinet had before it a report which set out details of funding notified to the Council since the 2023/24 budget was agreed as well as other changes and risks which would need to be managed in 2023/24 and in the context of the Medium Term Financial Strategy. It also included an update on funding for the Early Intervention programme which was part of the 2023/24 budget for High Needs.

Cabinet noted the improvement to the Council's financial position and approved the recommendations including virements a supplementary estimate, and an update of the Higher Needs DSG budgets.

10. Capital Programme Approvals – May 2023

(Cabinet, 23 May 2023)

Cabinet had before it a report setting out change requests requiring Cabinet approval that would be incorporated into the agreed programme and included in the next update to the Capital Programme in July 2023.

Cabinet approved the revised budget provision of £11.2m for Wantage Eastern Link Road, the addition of £2.7m of road safety works in the vicinity of RAF Barford St John and RAF Croughton to the capital programme, the addition of £4.0m of the £5.0m pipeline funding agreed in February 2023 to the capital programme to support the Vision Zero Delivery Programme, the revised budget provision of £23.1m for the delivery of the new secondary school at Grove Airfield, the revised budget provision of £9.3m for the completion of works at Blessed George Napier School, Banbury, and the addition of £0.8m to the programme to create an Energy Efficiency Recycling Fund for Oxfordshire County Council Maintained Schools.

11. Business Management and Monitoring Report - Annual Report and Provisional Revenue Outturn 2022/23

(Cabinet, 20 June 2023)

Cabinet had before it the Council's annual performance report and provisional year-end financial position for 2022/23. The report captured the Council's response to the cost of living crisis and migration support, the impact on services delivered and described how the Council coordinated and supported the delivery of services. It highlighted that 71% of the Council's performance indicators were above target or very close to it.

The financial position for 2022/23 reflected the impact of increases in the level of demand for children's social care and a lack of suitable care placements available in the system as well as inflationary pressures across the council's services. Action had been taking to manage and mitigate this in 2022/23 and the on-going impact in 2023/24 and over the medium term was considered through the Budget & Business Planning Process for 2023/24.

Cabinet noted the report and approved the recommendations regarding virements, the carry-forward of a surplus on the On-Street Parking Account to 2023/24 and the creation of a new reserve to hold £0.5m income relating to the Zero Emissions Zone in Oxford for future use.

12. Capital Programme Report 2022/23

(Cabinet, 20 June 2023)

Cabinet received a report on performance relating to the Capital Programme for 2022/23.

The ten-year Capital Programme set out the agreed capital investment to deliver the priorities identified in the council's Capital and Investment Strategy. The report set out the performance against the programme shown in the latest monitoring report for 2022/23 and also compared back to the capital programme agreed by Council in February 2022. The figures reflected those to be included in the Council's Statement of Accounts for 2022/23.

The capital programme was updated throughout the year to reflect the latest delivery profiles and cost estimates for each programme. The last update was in January 2023 and this was agreed by Cabinet in March 2023. Expected spend for the year totalled £184.0m. Actual capital programme expenditure was £172.2m in 2022/23. The variation between the latest programme and the actual expenditure was -£11.8m (-6%). This spend was now expected to take place in 2023/24.

The capital programme expenditure of £172.2m was funded by £99.1m of capital grants and other external contributions, £28.8m of developer contributions and Community Infrastructure Levy, £2.6m of revenue contributions, and £41.7m of prudential borrowing.

The availability of workforce and materials and inflationary increases in contract prices were continuing to increase the risk to the deliverability and cost of capital

schemes. The combined impact of these factors has affected delivery in 2022/23 and is expected to continue in 2023/24 and future years.

Cabinet noted the performance report.

13. Capital Programme Approvals – June 2023

(Cabinet, 20 June 2023)

Cabinet approved the addition to the capital programme of the expansion of Wood Green School, Witney (£4.3m) and £2.6m to support the council's Tree Policy.

Cabinet Member: Highway Management

14. Lane Rental for Oxfordshire

(Cabinet, 20 June 2023)

Cabinet had before it a report giving proposals for a lane rental scheme in Oxfordshire.

The Council, as the Traffic Authority, had been running a successful Permit Scheme for road and street works since 2020. As a result, a further opportunity was now available to apply to the Department for Transport (DfT) for an Order to allow for the introduction of Lane Rental in Oxfordshire.

The Lane Rental Scheme (LRS) allowed for additional charges to apply to works on our busiest roads at the busiest times. This encouraged those working on the highway to avoid peak times (to avoid the charges) or pay the charges (completing the works in shortest possible timeframe), the maximum for which is £2,500 a day.

Fees arising from Lane Rental must be invested in works operations to reduce impacts, improving the highway network, and compensating society for disruptive works. In accordance with the Department for Transport guidance, it was proposed to set up joint working arrangements between the highway authority and works promoters to manage the allocation of funding arising from Lane Rental.

The introduction of Lane Rental was identified as a key ambition of the Network Management Plan 2023-2028, adopted by Cabinet in February 2023.

Cabinet approved the submission of an application to the Department of Transport for Lane Rental in Oxfordshire and delegated decision making on the timing and specific content of the Scheme and application to the Corporate Director of Environment and Place in consultation with the Cabinet Member for Highway Management.

Cabinet Member: Travel and Development Strategy

15. A40 Access to Witney – Compulsory Purchase Order

(Cabinet, 23 May 2023)

Cabinet had before it a report recommending approval of a Compulsory Purchase Order and Side Roads Order for the Access to Witney traffic scheme. The scheme would provide new west-facing slip roads onto the A40 at Shores Green and new walking and cycling facilities on the B4022 and alongside the A40. The benefits included reduced traffic flow, reduced traffic delays and improved air quality within Witney town centre, improved connectivity, enhancements to active travel provision and safety, and support for residential and economic development in Witney.

Cabinet approved the recommendations and welcomed the positive outcomes that would be realised for communities in Witney.

Scrutiny Reports

16. Reports received from scrutiny committees

(Cabinet, 23 May 2023)

Cabinet received a report on, and committed to respond formally to, the following:

- Place Overview & Scrutiny Committee: Future of the Retail Sector and the High Street (25 January 2023)

LIZ LEFFMAN

Leader of the Council

July 2023

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Divisions Affected – N/A

COUNCIL – 11 July 2023

THE USE OF SPECIAL URGENCY FOR A KEY DECISION

Report by Director of Law & Governance and Monitoring Officer

RECOMMENDATION

1. **Council is RECOMMENDED to note the use of Special Urgency for Key Decisions on 9 June, 29 June and 30 June 2023.**

Executive Summary

2. The Constitution makes provision for the taking of an urgent decision. Part 8.1 Section 17.3 requires that “In any event the Leader of the Council will submit quarterly reports to the Council on any executive decisions taken in the circumstances set out in Rule 16 (special urgency) in the preceding three months. The report will include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.
3. In accordance with Rule 16 the following key decisions were brought to the attention of the Chair of relevant Overview and Scrutiny Committee to seek their authority to take the decision under the Special Urgency Procedure.
 - Woodstock CofE Primary School Expansion to 2 Form Entry Construction Contract
 - Extension to the residential short breaks contract
 - Home to School Transport - Scholar Season Tickets
4. All three items were also exempt from Call-in which was given approval in each case by the Chair of the Council as required under Part 6.2, Section 20 of the Constitution.

Reasons for Special Urgency

5. The Constitution specifies procedures and timescales that have to be followed where a local authority executive, committee or individual is taking a Key Decision. A Key Decision is defined in the Council’s Constitution (Part 1.3, Section 3 (b)) “as being 25% of the annual revenue budget for the relevant service block (i.e. that part of the Council’s total revenue budget allocated to the Cabinet Member for the service area concerned) or £500,000, whichever is the

lower figure, and £1m in the case of capital expenditure; or 25% of the people living or working in the area affected; or 25% of the capacity, frequency or hours of operation of a service or facility.”

6. Local Authorities are legally required to publicise Key Decisions in their forward plans a minimum of 28 clear days prior to the decision being taken.
7. As is common practice, the Constitution makes provision for decisions to be taken, as a matter of urgency, where it is impracticable to give the requisite notice. The general exception rule allows Key Decisions to be taken within the 28 day period, providing the Chair of the relevant Scrutiny Committee has been informed by notice of the decision to be taken, the Council has made publicly available a copy of that notice and five clear days have elapsed since the publication of that notice.
8. In cases where a Key Decision is required to be taken even sooner and it is impracticable to wait for the five clear days required under general exception provisions, then the special urgency rules can be applied. In such instances, the decision may only be made if the decision-maker has obtained the agreement of the Chair of the relevant Scrutiny Committee, that the decision is urgent and cannot be reasonably deferred.
9. Furthermore, the Constitution states (Part 6.2, Section 20) that the provision for Call-In “shall not apply where the decision being taken by the Cabinet, Officer or other decision maker is urgent. A decision will be urgent if any delay likely to be caused by the call in process would seriously prejudice the Council’s or the public’s interests. The record of the decision, and notice by which it is made public shall state whether in the opinion of the decision maker, the decision is an urgent one, and therefore not subject to call in. The Chair of the Council must agree that in all the circumstances the decision should be treated as a matter of urgency. In the absence of the Chair, the Vice-Chair’s agreement shall be required. In the absence of both, the Proper Officer’s agreement shall be required. Decisions taken as a matter of urgency must be reported to the next meeting of the Council, together with the reasons for urgency.”
10. The Supplementary Notices to the Forward Plan that were published in relation to these decisions are attached to this report as Annexes 1 to 3. These notices give the reasons for urgency in each case.

Financial Implications

11. There are none arising from this report which is noting decisions previously taken.

Comments checked by:

Ian Dyson, Assistant Director of Finance, ian.dyson@oxfordshire.gov.uk

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**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

**June - September 2023
Supplement**

Page 43

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

Date Issued: 8 June 2023

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. The Annex is in Cabinet Member portfolio order.

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 working day before the matter is due to be considered. 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 12 – 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	Main Areas of Responsibility
Leader of the Council <i>Councillor Liz Leffman</i>	Strategy; corporate and community leadership; strategic communications; major external partnerships; regional and strategic infrastructure and planning; economic growth and development; Districts Liaison; asylum and immigration
Deputy Leader of the Council and Cabinet Member for Children, Education & Young People's Services <i>Councillor Liz Brighthouse OBE</i>	Children Social Care; Education; 0-5 Offer; Youth Offer
Cabinet Member for Corporate Services <i>Councillor Glynis Phillips</i>	Governance and Legal; HR and industrial relations; Cherwell partnership agreement; Broadband/ICT; Customer services; Communications
Cabinet Member for Community Services & Safety <i>Councillor Jenny Hannaby</i>	Cultural Services, Registration service, Library service, Coroner's service, Music service, Museum service, History service; Fire & Rescue Service; Trading Standards; Emergency Planning; Community Safety; Gypsies & Travellers
Cabinet Member for Climate Change Delivery & Environment <i>Councillor Dr Pete Sudbury</i>	Climate Change; Waste Disposal and recycling centre; Countryside Operations & Volunteers; Ecology/Archaeology/Heritage; Water Strategy – TW Reservoir; Energy Strategy; Minerals & Waste Planning; Lead Flood Authority – Oxford Flood Alleviation Plan; Tree Strategy; Highways Verge Management Strategy; HGV Weight Routes
Cabinet Member for Highway Management <i>Councillor Andrew Gant</i>	Highways Delivery Operations – structures and maintenance; Network management; Public Rights of Way; Supported Transport; Fix My Street; Walking and Cycling – Maintenance; LCWIPs/LTNs; Street lighting; Travel Hubs; Public transport – Bus Strategy/Universal Payment/Maps; Cycle Parking; School Streets; 20 Is Plenty – implementation; Enforcement; Car Parking Strategy
Cabinet Member for Travel & Development Strategy <i>Councillor Duncan Enright</i>	Government Bids for Funding Initiatives; Infrastructure strategy (OXIS); Digital Connectivity Broadband; Regional and Strategic Infrastructure - Capital Delivery of Major projects; Rail – Cowley/Grove/Worcester Line/Witney; Connecting Oxford; ZEZs/AQMAs/Live Digital Air Quality Display; Travel Hubs; Working Place Levy/Congestion Charge; Waterways; Tourism / economic development
Cabinet Member for Finance <i>Councillor Calum Miller</i>	Finance; Property/Investments; Procurement
Cabinet Member for Adult Social Care <i>Councillor Tim Bearder</i>	Adult Social Care; Carers services; Support to: People with learning disabilities, Physical disability services, People living with impact of a brain injury, People living with a long-term condition, Older people services, Safeguarding adult services, Homelessness, Hospital discharge; Mental health; Health Partnerships
Cabinet Member for Public Health & Inequalities <i>Councillor Michael O'Connor</i>	Public Health; Covid Renewal; Voluntary Sector; Inequalities

The Forward Plan

Cabinet Member for Finance

9 June 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
<p>Woodstock CofE Primary School Expansion to 2 Form Entry Construction Contract (Ref: 2023/161)</p> <p>To seek approval to seal a construction contract for expansion works at Woodstock CofE Primary School in order to enable expansion in September 2023.</p>	Delegated Decisions by Cabinet Member for Finance (9 June 2023)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	James Bolt, Consultant Project Lead, Liz Clutterbrook, Head of Major Projects	Director of Customer and Culture

Cabinet

20 June 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
SEND Sufficiency and Local Government &	Cabinet (20 June)	No	None	N/A		Deputy Leader of the Council	Martin Goff, Head of	Executive Director

The Forward Plan

<p>Social Care Ombudsman Findings Report (Ref: 2023/162)</p> <p>The item provides Cabinet with a report on the updated SEN sufficiency strategy and the learning from the recent Local Government and Social Care Ombudsman decision.</p>	2023)						Access to Learning	People Transformation & Performance
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Cabinet Member for Travel & Development Strategy

21 June 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
<p>HIF1 Contracts and Agreements (Ref: 2023/160)</p> <p>This decision is to ensure the correct authority is in place to enter into all forthcoming contracts and other such agreements for the</p>	Delegated Decisions by Cabinet Member for Travel & Development Strategy (21 June 2023)	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Travel & Development Strategy	Timothy Mann, Senior Project Manager Tel: 07922 848408	Corporate Director Environment & Place

The Forward Plan

HIF1 programme.								
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Cabinet Member for Highway Management

22 June 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
<p>Adderbury - Proposed 20 mph Speed Limit and associated speed limit buffers (Ref: 2023/060)</p> <p>To determine what speed limit changes should be made following consideration of public consultation responses.</p>	Delegated Decisions by Cabinet Member for Highway Management (22 June 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.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<p>Bodicote - Proposed 20 mph Speed Limit and associated speed limit buffers (Ref: 2023/061)</p> <p>To determine what speed limit changes should be made following consideration of public</p>	Delegated Decisions by Cabinet Member for Highway Management (22 June 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.	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>Cumnor: Cumnor Hill - proposed Puffin crossing (Ref: 2023/053)</p> <p>To consider any objections arising from the formal Statutory consultation.</p>	Delegated Decisions by Cabinet Member for Highway Management (22 June 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.	Cabinet Member for Highway Management	Jankin Arsalan, Technical Officer	Corporate Director Environment & Place
<p>Widdington - Proposed 20mph Speed Limits and associated speed limit buffers (Ref: 2023/062)</p> <p>To determine what speed limit changes should be made following consideration of public consultation responses.</p>	Delegated Decisions by Cabinet Member for Highway Management (22 June 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.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<p>East Hanney - School Road - proposed waiting restrictions (Ref: 2023/042)</p> <p>To decide on</p>	Delegated Decisions by Cabinet Member for Highway Management (22 June	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from	Cabinet Member for Highway Management	Mike Horton, Technical Officer - Traffic & Road Safety Tel: 07912 474356	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
proposed waiting restrictions.	2023)				27/04/2023 to 25/05/2023. Reason: further work required. 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.			

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**Forward Plan
June – September 2023**

Access to Information Procedure Rules Paragraph 16 Special Urgency and Overview & Scrutiny Procedures Rules Paragraph 20 Call-in and Urgency

Notice is hereby given that the item set out below for consideration by the Cabinet Member for Finance on 9 June 2023 is not in the Forward Plan.

The decision on this matter needs to be taken by the Cabinet Member for Finance on 9 June 2023 or the delayed construction start date will put the completion date at risk, which would mean the Council is unable to fulfil its statutory obligation to provide the required basic need pupil places for September 2023. This would seriously prejudice the Council's interests in that there would be a reputational and financial risk to the Council of not having a contract in place. This item is also exempt from Call-in.

Cabinet Member for Finance, 9 June 2023

Woodstock CofE Primary School Expansion to 2 Form Entry Construction Contract

To seek approval to seal a construction contract for expansion works at Woodstock CofE Primary School in order to enable expansion in September 2023.

Decision Maker and Target Date: **Cabinet Member for Finance, 9 June 2023**

Key Decision: Yes - Capital Expenditure > £1,000,000

Exempt Information: No

Consultations: N/A

Report By: Director of Customer and Culture

Contacts: James Bolt, Consultant Project Lead, james.bolt@oxfordshire.gov.uk;
Liz Clutterbrook, Head of Major Projects,
liz.clutterbrook@oxfordshire.gov.uk

Ref: 2023/161

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Anita Bradley

Director of Law & Governance and Monitoring Officer
Oxfordshire County Council & Cherwell District Council

8 June 2023

**Forward Plan
June to September 2023**

Access to Information Procedure Rules Paragraph 15 General Exception

The Forward Plan

Notice is hereby given that the item set out below for consideration by the Cabinet Member for Travel & Development Strategy on 21 June 2023 is not in the Forward Plan.

Cabinet Member for Travel & Development Strategy, 21 June 2023

HIF1 Contracts and Agreements

This decision is to ensure the correct authority is in place to enter into all forthcoming contracts and other such agreements for the HIF1 programme.

Decision Maker and Target Date: **Cabinet Member for Travel & Development Strategy, 21 June 2023**

Key Decision: Yes

Exempt Information: No

Consultations: N/A

Report By: Corporate Director Environment & Place

Contact: Timothy Mann, Senior Project Manager, timothy.mann@oxfordshire.gov.uk

Ref: 2023/160

Anita Bradley

Director of Law & Governance and Monitoring Officer
Oxfordshire County Council

8 June 2023

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**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

**June - September 2023
Supplement**

Page 55

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

Date Issued: 29 June 2023

The Cabinet's Forward Plan: Introduction

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¹ [Decision Making including Key Decisions](#) – Main Menu > About your Council > Meetings > The Constitution > Part 2, Article 12 – Decision Making

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

Members of the Cabinet

Cabinet Member	Main Areas of Responsibility
Leader of the Council <i>Councillor Liz Leffman</i>	Strategy; corporate and community leadership; strategic communications; major external partnerships; regional and strategic infrastructure and planning; economic growth and development; Districts Liaison; asylum and immigration
Deputy Leader of the Council and Cabinet Member for Children, Education & Young People's Services <i>Councillor Liz Brighthouse OBE</i>	Children Social Care; Education; 0-5 Offer; Youth Offer
Cabinet Member for Corporate Services <i>Councillor Glynis Phillips</i>	Governance and Legal; HR and industrial relations; Cherwell partnership agreement; Broadband/ICT; Customer services; Communications
Cabinet Member for Community Services & Safety <i>Councillor Jenny Hannaby</i>	Cultural Services, Registration service, Library service, Coroner's service, Music service, Museum service, History service; Fire & Rescue Service; Trading Standards; Emergency Planning; Community Safety; Gypsies & Travellers
Cabinet Member for Climate Change Delivery & Environment <i>Councillor Dr Pete Sudbury</i>	Climate Change; Waste Disposal and recycling centre; Countryside Operations & Volunteers; Ecology/Archaeology/Heritage; Water Strategy – TW Reservoir; Energy Strategy; Minerals & Waste Planning; Lead Flood Authority – Oxford Flood Alleviation Plan; Tree Strategy; Highways Verge Management Strategy; HGV Weight Routes
Cabinet Member for Highway Management <i>Councillor Andrew Gant</i>	Highways Delivery Operations – structures and maintenance; Network management; Public Rights of Way; Supported Transport; Fix My Street; Walking and Cycling – Maintenance; LCWIPs/LTNs; Street lighting; Travel Hubs; Public transport – Bus Strategy/Universal Payment/Maps; Cycle Parking; School Streets; 20 Is Plenty – implementation; Enforcement; Car Parking Strategy
Cabinet Member for Travel & Development Strategy <i>Councillor Duncan Enright</i>	Government Bids for Funding Initiatives; Infrastructure strategy (OXIS); Digital Connectivity Broadband; Regional and Strategic Infrastructure - Capital Delivery of Major projects; Rail – Cowley/Grove/Worcester Line/Witney; Connecting Oxford; ZEZs/AQMAs/Live Digital Air Quality Display; Travel Hubs; Working Place Levy/Congestion Charge; Waterways; Tourism / economic development
Cabinet Member for Finance <i>Councillor Calum Miller</i>	Finance; Property/Investments; Procurement
Cabinet Member for Adult Social Care <i>Councillor Tim Bearder</i>	Adult Social Care; Carers services; Support to: People with learning disabilities, Physical disability services, People living with impact of a brain injury, People living with a long-term condition, Older people services, Safeguarding adult services, Homelessness, Hospital discharge; Mental health; Health Partnerships
Cabinet Member for Public Health & Inequalities <i>Councillor Michael O'Connor</i>	Public Health; Covid Renewal; Voluntary Sector; Inequalities

The Forward Plan

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

29 June 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
<p>Extension to the residential short breaks contract <i>(Ref: 2023/187)</i></p> <p>OCC are extending the residential short breaks contract with Barnardos for a further 9 months from 1st July – 31st March 2024 to the value of £1.4m this is a statutory service to provide respite services for disabled children.</p>	<p>Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) <i>(29 June 2023)</i></p>	<p>Yes - Revenue Expenditure > £500,000</p>	<p>None</p>	<p>N/A</p>		<p>Deputy Leader of the Council</p>	<p>Caroline Kelly, Lead Commissioner Start Well</p>	<p>Corporate Director for Children's Services</p>

Forward Plan

June – September 2023

Access to Information Procedure Rules Paragraph 16 Special Urgency and Overview & Scrutiny Procedures Rules Paragraph 20 Call-in and Urgency

The Forward Plan

Notice is hereby given that the item set out below for consideration by the Cabinet Member for Children, Education & Young People's Services on 29 June 2023 is not in the Forward Plan.

The decision on this matter needs to be taken by the Cabinet Member for Children, Education & Young People's Services on 29 June 2023 because the contract expires Friday 30th June 2023 and the Council was unable to reach a decision with the provider until this week due to changes the provider wanted from the contract. It would seriously prejudice the Council's interests in that there would be a reputational and financial risk to the Council of not having a contract in place. This item is also exempt from Call-in.

Cabinet Member for Children, Education & Young People's Services, 29 June 2023

Extension to the residential short breaks contract

OCC are extending the residential short breaks contract with Barnardos for a further 9 months from 1st July – 31st March 2024 to the value of £1.4m this is a statutory service to provide respite services for disabled children.

Decision Maker and Target Date: **Cabinet Member for Children, Education & Young People's Services, 29 June 2023**

Key Decision: Yes - Revenue Expenditure > £500,000

Exempt Information: No

Consultations: N/A

Report By: Corporate Director for Children's Services

Contacts: Caroline Kelly, Lead Commissioner Start Well,
caroline.kelly@oxfordshire.gov.uk

Ref: 2023/187

Anita Bradley

Director of Law & Governance and Monitoring Officer
Oxfordshire County Council & Cherwell District Council

29 June 2023



**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

June - September 2023

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

Date Issued: 30 June 2023

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 working day before the matter is due to be considered. 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	Main Areas of Responsibility
Leader of the Council <i>Councillor Liz Leffman</i>	Strategy; corporate and community leadership; strategic communications; major external partnerships; regional and strategic infrastructure and planning; economic growth and development; Districts Liaison; asylum and immigration
Deputy Leader of the Council and Cabinet Member for Children, Education & Young People's Services <i>Councillor Liz Brighthouse OBE</i>	Children Social Care; Education; 0-5 Offer; Youth Offer
Cabinet Member for Corporate Services <i>Councillor Glynis Phillips</i>	Governance and Legal; HR and industrial relations; Cherwell partnership agreement; Broadband/ICT; Customer services; Communications
Cabinet Member for Community Services & Safety <i>Councillor Jenny Hannaby</i>	Cultural Services, Registration service, Library service, Coroner's service, Music service, Museum service, History service; Fire & Rescue Service; Trading Standards; Emergency Planning; Community Safety; Gypsies & Travellers
Cabinet Member for Climate Change Delivery & Environment <i>Councillor Dr Pete Sudbury</i>	Climate Change; Waste Disposal and recycling centre; Countryside Operations & Volunteers; Ecology/Archaeology/Heritage; Water Strategy – TW Reservoir; Energy Strategy; Minerals & Waste Planning; Lead Flood Authority – Oxford Flood Alleviation Plan; Tree Strategy; Highways Verge Management Strategy; HGV Weight Routes
Cabinet Member for Highway Management <i>Councillor Andrew Gant</i>	Highways Delivery Operations – structures and maintenance; Network management; Public Rights of Way; Supported Transport; Fix My Street; Walking and Cycling – Maintenance; LCWIPs/LTNs; Street lighting; Travel Hubs; Public transport – Bus Strategy/Universal Payment/Maps; Cycle Parking; School Streets; 20 Is Plenty – implementation; Enforcement; Car Parking Strategy
Cabinet Member for Travel & Development Strategy <i>Councillor Duncan Enright</i>	Government Bids for Funding Initiatives; Infrastructure strategy (OXIS); Digital Connectivity Broadband; Regional and Strategic Infrastructure - Capital Delivery of Major projects; Rail – Cowley/Grove/Worcester Line/Witney; Connecting Oxford; ZEZs/AQMAs/Live Digital Air Quality Display; Travel Hubs; Working Place Levy/Congestion Charge; Waterways; Tourism / economic development
Cabinet Member for Finance <i>Councillor Calum Miller</i>	Finance; Property/Investments; Procurement
Cabinet Member for Adult Social Care <i>Councillor Tim Bearder</i>	Adult Social Care; Carers services; Support to: People with learning disabilities, Physical disability services, People living with impact of a brain injury, People living with a long-term condition, Older people services, Safeguarding adult services, Homelessness, Hospital discharge; Mental health; Health Partnerships
Cabinet Member for Public Health & Inequalities <i>Councillor Michael O'Connor</i>	Public Health; Covid Renewal; Voluntary Sector; Inequalities

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

30 June 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
Home to School Transport - Scholar Season Tickets <i>(Ref: 2023/188)</i> Provision of season tickets for scholars to travel on the public transport network.	Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) <i>(30 June 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Deputy Leader of the Council	Anita Syphas, Supported Transport Officer	Corporate Director for Children's Services

Access to Information Procedure Rules Paragraph 16 Special Urgency and Overview & Scrutiny Procedures Rules Paragraph 20 Call-in and Urgency

Notice is hereby given that the item set out below for consideration by the Cabinet Member for Children, Education & Young People’s Services on 29 June 2023 is not in the Forward Plan.

The decision on this matter needs to be taken by the Cabinet Member for Children, Education & Young People’s Services on 29 June 2023 because it is crucial that the award of these contracts is made by 14/07/2023 at the latest to ensure students have access to statutory home to school transport by September 2023. The decision is needed by the end of this week to accommodate our legal requirement to allow a 10-day standstill period before awarding the contracts (by 14th July). It would seriously prejudice the Council’s interests in that there would be a reputational and financial risk to the Council of not having a contract in place. This item is also exempt from Call-in.

Cabinet Member for Children, Education & Young People’s Services, 30 June 2023

Home to School Transport - Scholar Season Tickets

Provision of season tickets for scholars to travel on the public transport network.

Decision Maker and Target Date: **Cabinet Member for Children, Education
& Young People's Services, 30 June
2023**

Key Decision: Yes - Revenue Expenditure > £500,000

Exempt Information: No

Consultations: N/A

Report By: Corporate Director for Children's Services

Contacts: Anita Syphas, Supported Transport Officer,
anita@syphas@oxfordshire.gov.uk

Ref: 2023/188

Anita Bradley
Director of Law & Governance and Monitoring Officer
Oxfordshire County Council & Cherwell District Council

30 June 2023

Divisions affected – All

**COUNCIL
11 JULY 2023**

INDEPENDENT MEMBERS OF THE AUDIT AND GOVERNANCE COMMITTEE

Report of the Director of Law & Governance and Monitoring Officer

RECOMMENDATION

1. The Council is RECOMMENDED

To introduce an allowance of £3,156 per annum for new Independent Members of the Audit and Governance Committee in line with the recommendation of the Independent Remuneration Panel.

Independent Members of the Audit and Governance Committee

2. It is proposed that up to two new Independent Members are appointed to the Audit and Governance Committee. The roles will shortly be advertised.
3. The Chartered Institute of Public Finance Accountancy (CIPFA) guidance recommends that local authority audit committees should include at least two co-opted independent members.
4. Independent Members are an important part of the corporate governance assurance framework. They should bring knowledge and skills relating to accounting, budget management, risk and control that are complementary to the elected members on the committee.
5. Independent Members do not have a vote in the same way as elected members on the committee. They are at meetings in an advisory and consultative capacity and are fully involved in the discussions on all the matters considered by the committee.
6. There are six formal meetings of the Audit and Governance Committee each year. The Independent Members will be expected to attend these meetings and participate at working group meetings and training sessions as appropriate.

In order to undertake the role effectively they will need to make time to read meeting papers and undertake background reading as necessary.

7. The Independent Remuneration Panel has met to consider an appropriate level of allowance and their report is attached. They recommend an annual allowance of £3,156 for each of the Independent Members to reflect the significance of the role.
8. An allowance of £7,584 is currently paid to the Independent Member who sits on the Audit and Governance Committee and chairs the Audit Working Group. This allowance will continue until that Independent Member steps down following a period of transition to the two new Independent Members. In future there is not an expectation that an Independent Member chairs the Audit Working Group.
9. Independent Members cannot be drawn from people who have served as elected members or employees of Oxfordshire County Council within the last five years.
10. It is proposed that there will be a wider review of the appointment process and allowances for other roles where the Council appoints independent people. This includes people who are co-opted onto council committees and who support the democratic process in other ways.

Corporate policies and priorities

11. Independent Members of the Audit and Governance Committee are an important part of the corporate governance assurance framework.

Financial implications

12. The 2023-24 Revenue Budget includes sufficient funds for the payment of allowances to the Independent Members of the Audit and Governance Committee.

Legal implications

13. The IRP is appointed under the Local Authorities (Members' Allowances)(England) Regulations 2003 (the Regulations), to consider a Councillor Allowances Scheme and to make recommendations to the Council on any changes to the scheme it believes are appropriate. The Council cannot make any amendments to the scheme without having first considered any recommendations made by the IRP.

Employee implications

14. No direct implications affecting employees

Equality and inclusion implications

15. Local people, including those from minority and protected groups, should not be discouraged from applying for co-opted positions at the Council.

Anita Bradley

Director of Law & Governance and Monitoring Officer

Contact Officer: Simon Harper, Head of Governance
Email simon.harper@oxfordshire.gov.uk

July 2023

Report of the Independent Remuneration Panel (IRP) – 30 June 2023

Members of the IRP – David Shelmerdine (Chair), Martyn Hocking and Katherine Powley

1 Role assessed

Independent Member of the Audit and Governance Committee

The IRP noted that the Chartered Institute of Public Finance Accountancy (CIPFA) guidance recommends that local authority audit committees should include at least two co-opted independent members. They recognised that Independent Members are an important part of the corporate governance assurance framework bringing knowledge and skills relating to accounting, budget management, risk and control that are complementary to the elected members on the committee.

Independent Members cannot be drawn from people who have served as elected members or employees of Oxfordshire County Council within the last five years.

2 Time commitment

There are six formal meetings of the Audit and Governance Committee each year. The Independent Members will be expected to attend these meetings and participate at working group meetings and training sessions as appropriate. In order to undertake the role effectively they will need to make time to read meeting papers and undertake background reading as necessary.

3 Other factors

Independent Members do not have a vote in the same way as elected members on the committee. They are at meetings in an advisory and consultative capacity and are fully involved in the discussions on all the matters considered by the committee.

An allowance of £7,584 is currently paid to the Independent Member who sits on the Audit and Governance Committee and chairs the Audit Working Group. This allowance will continue until that Independent Member steps down following a period of transition to the two new Independent Members. In future there will not be an expectation that an Independent Member chairs the Audit Working Group.

4 Recommendation

The IRP noted the level of allowances paid in other local authority areas and the particular demands in Oxfordshire of recruiting to independent roles where other organisations were looking for people to fulfil similar roles.

They recommend an annual allowance of £3,156 for each of the Independent Members to reflect the significance of the role.

The IRP welcomes proposals to undertake a wider review of the appointment process and allowances for other roles where the Council appoints independent people. This includes people who are co-opted onto council committees and who support the democratic process in other ways.

30 June 2023

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