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OXFORDSHIRE
COUNTY COUNCIL

Notice of a Meeting
People Overview & Scrutiny Committee
Thursday, 16 June 2022 at 10.00 am
Council Chamber - County Hall, New Road, Oxford OX1 1ND

These proceedings are open to the public

If you wish to view proceedings, please click on the live stream link on the website

Membership
Chair – to be elected
Deputy Chair – to be elected

Councillors:	Juliette Ash	Kate Gregory	Michael Waine
	Ian Corkin	Michael O'Connor	
	Imade Edosomwan	Nigel Simpson	
	Andy Graham	Bethia Thomas	

Co-optees:

Notes: ***Date of next meeting:*** *10 November 2022*

For more information about this Committee please contact:	
Scrutiny Officer	*Khalid Ahmed, Tel: 07990368048 E-Mail: khalid.ahmed@oxfordshire.gov.uk*

Stephen Chandler
Interim Chief Executive   June 2022

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

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

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

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

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

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

Scrutiny is NOT about:
- Making day to day service decisions
- Investigating individual complaints.

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

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

A hearing loop is available at County Hall.

recycled paper

AGENDA

1. **Election of Chair for 2022/23 Municipal Year**

2. **Election of Vice-Chair for 2022/23 Municipal Year**

3. **Apologies for Absence and Temporary Appointments**

4. **Declaration of Interests - see guidance note on the back page**

5. **Minutes** (Pages 1 - 8)

To approve the minutes of the meeting held on 7 April 2022 and to receive information arising from them.

6. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection. In line with current Government advice, those attending the meeting in person are asked to consider wearing a face covering. Normally requests to speak at this public meeting are required by 9 am on the day preceding the published date of the meeting. However, during the current situation and to facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e. 9 am on 10 June 2022. Requests to speak should be sent to khalid.ahmed@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 9 am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

7. **Adult Social Care Reforms Implementation Update** (Pages 9 - 22)
   10.10am

The purpose of the report is to provide the People Overview and Scrutiny Committee with background information on the requirements set out in Government policy and legislation on the reform of Adult Social Care and to provide an update on the approach to implementation in Oxfordshire.

The Committee is RECOMMENDED to note the update provided on Adult Social Care Reform implementation in Oxfordshire.

8. **Draft Voluntary and Community Sector Strategy** (Pages 23 - 48)
   10.50am

To consider the draft strategy, to assess its ambition and how it will drive service improvement.

9. **Digital Inclusion Strategy** (Pages 49 - 72) 11.40am

To consider the draft strategy, to assess its ambition and how it will drive service improvement.

12.30 LUNCH FOR 30 MINS

10. **Home to School Transport Policy Working Group - Project Plan** (Pages 73 - 82) 1.00pm

To agree the project plan and a delegated arrangement to agree the Working Group's next report to Cabinet.

11. **Committee's Work Programme 2022/23 and the Council's Forward Plan** (Pages 83 - 122) 1.10pm

The Committee is RECOMMENDED to: -

1. **Note the Committee's draft work programme for the municipal year 2022/23;**

2. **Note that the work programme is a document that is subject to change and Members can add, subtract and defer items as necessary;**

3. **Agree to consider the work programme at each meeting of the Committee over the course of the municipal year alongside the Council's Forward Plan.**

12. **Action and Recommendation Tracker** (Pages 123 - 124) 1.15pm

The Committee is RECOMMENDED to note the action and recommendation tracker which will henceforth be used to monitor the implementation of formally agreed actions and recommendations.

13. **Developing the Overview and Scrutiny Function** 1.15pm

Scrutiny officers are currently drafting a number of protocols to formalise expectations of different stakeholders in relation to key elements of scrutiny: the Scrutiny/Executive relationship, the establishment and practices of working groups, and the call-in procedure.

The Committee is RECOMMENDED to agree to receive the draft protocols via email in due course and provide feedback via email.
 Close of meeting

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Declarations of Interest

The duty to declare…..

Under the Localism Act 2011 it is a criminal offence to

(a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
(b) provide false or misleading information on registration, or
(c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *"You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself"* or *"You must not place yourself in situations where your honesty and integrity may be questioned…..".*

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *"any employment, office, trade, profession or vocation carried on for profit or gain"*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members' conduct guidelines. http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/ or contact democracy@oxfordshire.gov.uk for a hard copy of the document.

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PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 7 April 2022 commencing at 10.00 am and finishing at 1.29 pm

Present:

Voting Members: Councillor Ian Corkin – in the Chair

Councillor Kate Gregory (Deputy Chair)
Councillor Juliette Ash
Councillor Imade Edosomwan
Councillor Andy Graham
Councillor Nigel Simpson
Councillor Bethia Thomas
Councillor Michael Waine

**Other Members
in Attendance:**

Councillor Liz Brighouse, Deputy Leader and Cabinet Member for Children, Education and Young People's Services and Councillor Jenny Hannaby, Cabinet Member for Adult Social Care

Officers: Helen Coombes (Children's Services), Kevin Gordon (Director for Children's Services), Karen Fuller (Interim Corporate Director of Adult and Housing), Helen Mitchell (Interim Scrutiny Manager) and Khalid Ahmed (Law and Governance)

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes

8/22   APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 2)

An apology for absence was submitted by Councillor Hannah Banfield.

9/22   MINUTES
(Agenda No. 4)

The minutes of the meeting held on 17 February 2022 were agreed as a correct record and signed, subject to the inclusion of Councillor Michael Waine in the list of Members present.

10/22   JOSH MCALLISTER REVIEW AND AN OVERVIEW OF THE NATIONAL SEND REVIEW
(Agenda No. 6)

The Director for Children's Services attended the meeting and informed Members that there were three reform papers to take through the legislative process:- Green Paper which was be a consultative document, the Government White Paper which was the Government's Statement of Intent. The third was the Josh McAllister Review which had not been published. All three parts to the legislation dovetailed together.

The Committee was provided with a presentation on the National SEND Review. There were three main challenges identified:

- Navigating the SEND system and Alternative Provision (AP) which was not a positive experience for too many children, young people (CYP) and their families
- Outcomes for children, young people with SEND or in AP were consistently worse than their peers across every measure
- The current system was not financially sustainable and was unaffordable

The clear message from parents was that SEND should be met in mainstream schools.

The issues around SEND could be best summed up as a "A vicious cycle of late intervention, low confidence and inefficient resource allocation". These included:-

- Inconsistency in how needs were met – "the postcode lottery"
- Early years and mainstream were ill-equipped to identify and support CYP
- Expectations of mainstream settings unclear – parents lose confidence and see EHC Plans and special schools as the 'solution'
- Long journeys to school or attending a placement outside of the local area
- Financial resource and workforce capacity was pulled to the specialist end of the system – less available for early intervention and effective, timely support in mainstream settings
- Increasing requests for EHC Plans and specialist provision

Members were informed that the solution was for SEND to become more efficient which would take time. To turn things around the following needed to happen:-

- Most CYP could access the support they needed in their local mainstream setting with needs identified promptly and appropriate support at the earliest opportunity
- For those who needed specialist provision, it should be accessed with minimal bureaucracy
- Greater national consistency on what should be ordinarily available and how it was funded
- Strong co-production with families and accountability at every level
- Improved data collection to give a timely picture of how the system was performing

Proposal 1 was for a single national SEND and alternative provision system.

- Establishing a national SEND AP system with consistent standards for how needs were identified
- An Inclusion Plan developed by a new local SEND partnership consisting education, health, care and local government
- A tailored list of settings (mainstream, special, independent) so that parent-carers can express an informed preference
- A standardised and digitised EHCP process and template
- Resolve disputes earlier including mandatory mediation

Reference was made to Oxfordshire's strong partnerships and that the aspiration was to have a standardised approach to SEND.

Members were informed that the SEND Tribunal system had its limitations, and the system was too bureaucratic. Reference was made to a SEND Partnership Board for Oxfordshire comprising of the SEND service, Social Care, Health partners and representatives of parents and carers who wrote the SEND strategy. The Director of Children's Services reported that there were other groups and panels who looked at case work etc and it was agreed that more information on these be circulated.

Proposal 2 was to provide excellent provision from early years to adulthood:-

- An additional £1 billion for schools in 2022 to 2023
- Improved Continuing Professional Development (CPD) for teachers
- A new SENCo national professional qualification
- £2.6 billion over 3 years for new specialist and AP places and improving existing provision
- More new special and AP free schools
- By 2030, all children and young people would be taught in a MAT
- £18 million to build capacity in the supported internships programme
- Common transfer files/adjustment passports to ensure YP with SEND are prepared for employment and higher education
- A clear focus on SEND in health workforce planning
- Additional respite placements

The Cabinet Member for Children, Education and Young People's Services expressed her concern at the cost implications of this training, particularly for small schools and the impact of the current cost of living and energy crisis on budgets. She commented that funding for the personal development of teachers should be held by schools.

Proposal 3 – A reformed and integrated role for alternative provision for when children cannot attend mainstream schools:-

- Make AP an integral part of local SEND systems by requiring the new SEND partnerships to plan and deliver an AP service focused on early intervention
- Give AP schools the funding stability to deliver a service focused on early intervention by requiring LAs to create and distribute an AP specific budget
- A performance framework for AP focusing on progress, re-integration into mainstream or sustainable post-16 destinations

- Greater oversight and transparency on CYP movements into and out of AP

The Director of Children's Services reported that it was hoped that the Government would be changing the funding around Alternative Provision.

Proposal 4 - System roles, accountabilities and funding reform:-

- Clarity on roles and responsibilities for all partners via new national standards
- DfE to hold LAs and trusts to account for delivering for CYP with SEND locally
- An inclusion dashboard of how the system is performing at a local and national level across education, health and care
- An updated local area SEND inspection framework
- A national funding framework of banding and price tariffs, matched to levels of need and types of education provision

The Committee was provided with details of the White Paper, "Opportunity for All: Strong Schools with Great Teachers for Your Child". Included in this was:-
- 500,000 teacher training and development opportunities by 2024, giving all teachers and school leaders access to world-class, evidence-based training and professional development at every stage of their career.
- Specialist training to drive better literacy through a new National Professional Qualification for Leading Literacy; a new National Professional Qualification for Early Years Leadership; and up to £180 million investment in the early years workforce, including training for early years practitioners to support literacy and numeracy teaching.
- £30,000 starting salaries to attract and retain the very best teachers – with additional incentives to work in the schools with the most need.
- A new arms-length curriculum body that works with teachers across the country to co-create free, optional, adaptable digital curriculum resources, supporting schools to deliver rigorous, high-quality curricula.
- A richer, longer average school week which makes the most effective use of time in school and ensures children enjoy a rounded education.
- Better behaviour and higher attendance through more effective use of data, including an annual behaviour survey and a national data system, to drive up attendance and make it easier for agencies to protect vulnerable children.
- A Parent Pledge that your school will provide evidence-based support if your child falls behind in English or maths and tell you about their progress.
- Up to 6 million tutoring courses by 2024 with action to cement one-to-one and small group tuition as a permanent feature of our school system.
- A secure future for the Education Endowment Foundation putting our independent 'what works' centre on a long-term footing and placing the generation and mobilisation of evidence at the heart of our education system.
- A fully trust led system with a single regulatory approach, which will drive up standards, through the growth of strong trusts and the establishment of new ones, including trusts established by local authorities.
- A clear role for every part of the school system, with local authorities empowered to champion the interests of children and a new collaborative standard requiring trusts to work constructively with all other partners.

- Education Investment Areas to increase funding and support to areas in most need, plus extra funding in priority areas facing the most entrenched challenges.

Issues raised by Members

- In response to a question about what should be in the review, the Director for Children's Services commented that there should have been greater appreciation of the work carried out by schools during the Pandemic. There were high levels of complex needs which necessitated more staff in classrooms. All teachers should be a teacher of SEND.
- Teacher SEND training – A comment was made that SEND should be part of all teacher training, early in the system.
- In relation to a fully trust led system, Oxfordshire had 130 maintained schools. What role would the local authority have in this system? There needed to be more information of where Oxfordshire was in relation to maintained schools and the impact the proposals would have.
- Rural schools – these schools were different but would be treated the same. Geography created opportunities but also difficulties.
- The Schools Commissioner would have an accountability role on a regional basis.
- Reference was made to the need for transparency of the data. The main objective of the data was to help in the monitoring of change. There was a need to explain the data for parents.
- Equity was important and what it meant in terms of resources, positive narrative on local data on informing the Regional Commissioner. Alternative Provision was important as an intervention.
- Targeted funding – the importance of "pump priming" of funding and having a view of the base line was stressed.
- Local authority led community trusts in relation to small schools.
- SEND training for teachers needed to be an integral part of all teacher training.
- A community approach – how was the Youth Service linked and joined up in the process.

RESOLVED – That the Committee noted the presentation given on the overview of the National SEND Review and on national policy updates and their potential implications for Oxfordshire.

11/22 OXFORDSHIRE ADULTS SERVICES
(Agenda No. 7)

Councillor Jenny Hannaby, Cabinet Member for Adult Social Care and Karen Fuller, Interim Corporate Director of Adult and Housing attended the meeting and provided an overview of adult services in Oxfordshire, the adult social care market and delivery.

The report provided details of what Adult services aimed to achieve, how services were delivered and how quality of provision and service user satisfaction were measured.

An overview of the Adult social care market was provided, together with concerns about the market's long-term stability, sustainability, and viability. Details of upcoming legislation in the context of the national reform of the health and social care sector was provided, together with an overview of finances, and key risks identified.

Reference was made to the impact of the Pandemic in terms of the operation of the service and the impact on users. At the centre of this transformation programme was the vision: "We want the people of Oxfordshire to live well in their community, remaining fit and healthy for as long as possible".

The delivery of this vision the Oxfordshire Way was about providing people with the ability to support themselves through personal, local and system assets to 'keep them in the centre'. In collaboration with communities, voluntary sector, and other system partners people would be supported, who were aged over 18 (from the age of 16 for people transitioning from children's services) to lead independent lives.

Preparations were being made by the local authority in relation to the 2021 Health and Social Care Bill.

Issues raised by Members

- Reference was made to performance and comparison data with Oxfordshire performing well on the framework, being in the top quartile on over half of the measures. In relation to things which were not going well, the Committee was reassured that improvements were being made on people who were fully independent after reablement and those discharged from hospital who were still at home 3 months later.
- Discussion took place on the impact of Covid and the difficulties this caused for the service and to users such as accessing Primary Care services such as GPs.
- There were concerns regarding the challenges of recruitment, which was a national issue, together with a backlog of assessments, although these were reducing. There were currently 1940 outstanding people who had not had a review in the last 12 months, however, the Pandemic had caused the review team to be reassigned to support the covid response. The average wait was 2 years, with the majority seen within 12 months.
- There were particular concerns with areas of deprivation and Officers said they could provide statistics on this.
- The contribution of the voluntary sector and communities could not be underestimated.
- The market for adult social care was fragile with rising costs and the cost of living crisis.
- A reorganisation of Commissioning involved a new framework for homecare which had attracted new providers. A report on this would be submitted to a future meeting.
- What could be done to help carers in relation to the increased costs of travel? Electric cars, the use of bicycles and other transport opportunities.
- On preparations for Adulthood, the recommendations were for the young person and family to have a named worker, adopt case management model,

start planning earlier and focus on outcomes. Reference was made for the need for a single point of contact, to ensure each school and college had a link person to identify people earlier.

RESOLVED – (1) That the information contained in the report be noted.

(2) That Councillor Hannaby and the Interim Corporate Director of Adult and Housing be thanked for the work which has been carried out in Adult Services and the thanks of this Committee be passed onto the staff who worked so hard during the Pandemic.

12/22 STATUTORY CO-OPTED MEMBERS TO THE COMMITTEE
(Agenda No. 8)

A report was submitted on proposals for the appointment of statutory consultees on this Committee.

Under the Education Act 1996, provision was made for statutory consultees to sit and vote on education matters. As Councils moved to executive arrangements under the Local Government Act 2000 (the Act), that requirement moved to the Scrutiny Committee that dealt with such matters. At Oxfordshire, that is the People Overview and Scrutiny Committee.

Discussion took place on other possible co-optees being appointed to the Committee, such as from the voluntary sector, to be involved in other areas covered within the remit of this Committee.

It was agreed that a report be submitted to a future meeting on the possible co-option of a group of stakeholders who could help the Committee with scrutiny reviews.

RESOLVED – (1) That officers be asked to make preparations for the co-option of statutory consultees on the People Overview and Scrutiny Committee.

(2) That officers be asked to submit a report to a future meeting on the possible co-option of a group of stakeholders to the People Overview and Scrutiny Committee who could help the Committee with scrutiny reviews.

(3) That where required the Constitution Working Group considers the Committee's request to broaden its co-option rights within the Council's Constitution.

13/22 APPROACH TO WORK PROGRAMMING 2022/23
(Agenda No. 9)

A discussion took place on the approach to be taken to this Committee's work programme for 2022/23.

A number of possible work programme items were raised:

- Youth Services

- Covid – What did Schools learn?

Members were asked to share ideas and have conversations with relevant Cabinet Members on possible review topics which could be included in the Committee's work programme.

The information reported was noted.

…………………………………………………….. in the Chair

Date of signing …………………………………………………….

PEOPLE OVERVIEW AND SCRUTINY COMMITTEE
16 JUNE 2022

ADULT SOCIAL CARE REFORMS IMPLEMENTATION UPDATE

Report by Interim Corporate Director of Adult Social Care

RECOMMENDATION

1. **The Committee is RECOMMENDED to**

    (a)   Note the update provided on Adult Social Care Reform implementation in Oxfordshire

Executive Summary

2.   The purpose of this briefing is to provide the People Overview and Scrutiny Committee with background information on the requirements set out in Government policy and legislation on the reform of Adult Social Care and to provide an update on the approach to implementation in Oxfordshire.

Background

3.   In September 2021, the government published its plan for reforming funding for Health and Social Care (Build Back Better: Our Plan for Health and Social Care) which included:

*   Implementation of a cap of £86k on personal care costs, setting this as the maximum amount any individual can spend on their personal care over a lifetime
*   Allowing those who self-fund their care to ask the Local Authority to arrange their care for them
*   Making changes to the current means test which provides financial assistance to those with lower assets
*   Delivering wider support for the social care system including workforce training and development
*   Further integration of health and social care systems
*   The introduction of CQC assurance for Local Authorities' commissioning of adult social care

4.   In December 2021, the government also published its white paper for reforming the delivery of Adult Social Care (People at the Heart of Care) which sets out a 10-year vision and includes three objectives:

- People have choice, control, and support to live independent lives
- People can access outstanding quality and tailored care and support
- People find adult social care fair and accessible

5.   The integration of health and social care and the role of CQC in assurance of adult social care commissioning was further set out in the Health and Care Act which was given Royal Assent in April 2022.

6.   The Government have also issued guidance to Local Authorities regarding the requirement to complete a Fair Cost of Care exercise and a market sustainability plan in order to ensure that the market is supported and funded appropriately to support these reforms and future innovation.

7.   Further change to legislation is also linked to this wider reform, such as proposed changes to the Liberty Protection Standards and a proposed review of the Mental Health Act.

8.   As a whole these measures a highly significant transformational change for Adult Social Care.

Approach

9.   Oxfordshire Council recognises the significance of these reforms and the impact they will have on the way in which care needs are assessed and met, and opportunities for working with stakeholders to further support delivery of innovative person-centred care.

10.   Implementation will be managed through a cross-cutting transformation programme that will draw together expertise from across the Local Authority in order to ensure the best possible outcomes for local residents. Individual workstreams will be supported through a project management approach to ensure timely delivery and good outcomes. These will include:

- Fair Cost of Care and Market Sustainability Plan
- Care Cap Implementation and Means Test
- Workforce Development
- Supported Housing and Home Adaptations
- Quality and Assurance
- Liberty Protection Safeguards Implementation
- Digital Development

11. The programme will be underpinned by a clear approach to communications and engagement that will ensure that residents, care providers and other key stakeholders are well-engaged throughout.

Progress to Date

12. The Oxfordshire Way transformation programme has already delivered rapid improvement with reduced times from referral to assessment (46% reduction) This commitment to continuous improvement will provide a sound platform for implementation of the reforms enabling Oxfordshire to continue to support residents through high-quality practice and person-centred care.

13. Work is already underway to consider the impact of the reforms for Oxfordshire and programme governance is being rapidly established with a programme manager in place to drive delivery. Workstreams are being established and key projects have already been initiated, including to provide a respond to Liberty Protection Safeguards proposals, and to prepare for a new assurance approach through CQC. A Fair Cost of Care Project Board has been established and is meeting weekly and is on track to achieve the Government's timescales.

14. The programme will draw on transformational work already underway in Oxfordshire including tapping into digital development and the use of technology to enhance processes, performance oversight and the delivery of care.

Next Steps and Key Milestones

15. Programme Governance is being established with clear reporting and accountability to ensure delivery of the reforms and high-quality outcomes for local residents. Key milestones have been identified as:

Indicative Date	Milestone
June 2022	Programme Initiation
June 2022	Initiation of Fair Cost of Care Exercise
7th July 2022	Response to Government consultation on Liberty Protection Safeguards
14th October 2022	Submission to DHSC of: • Draft Fair Cost of Care Exercise • Draft Market Sustainability Plan • Spend Report detailing how allocated funding is being used

Autumn 2022	Publication of Fair Cost of Care Report subject to DHSC sign-off
Winter 2022/2023	Government publishes final Liberty Protection Safeguards documents
February 2023	Submission of Final Market Sustainability Plan
April 2023	CQC Assurance Framework launched
Spring 2023	Publication of Final Market Sustainability Plan
Spring / Summer 2023	Implement new assessment and financial processes in preparation for introduction of Care Cap and revised Means Test
Autumn 2023 tbc	Implementation of Liberty Protection Safeguards
October 2023	Introduction of the £86k Care Cap
October 2023	Introduction of the revised Means Test

Background papers: Build Back Better: Our Plan for Health and Social Care

People at the heart of care. Adult social care reform white paper

Health and Care Act 2022

Contact   Officer: Pippa   Corner,   Deputy   Director,   Join   Commissioning
Pippa.corner@oxfordshire.gov.uk

June 2022

Adult Social Care Reforms: Fair Cost of Care

People Overview & Scrutiny Committee Update

June 2022

Karen Fuller

Interim DASS

Health and Care Act 2022 Reforms

**Build Back Better: Gov. Plan for Health and Social Care**

- Implementation of a cap (Part 2 of Care Act) on personal care costs

- CQC Assurance for Local Government

- Integration with the NHS

- Legislation changes including Liberty Protection Standards and proposed review of the Mental Health Act

Fair Cost of Care (FCC)

- An exercise to look at the fair and sustainable cost of care.

- Uses government approved tools and methodology to deliver FCC

- Applies to Care Homes for 65+ years and Home Care for 18+ years

- Interacts with the impacts of Care Cap and Section 18(3)

Market Sustainability

- Duty to publish Market Sustainability Plan (MSP) responding to FCC
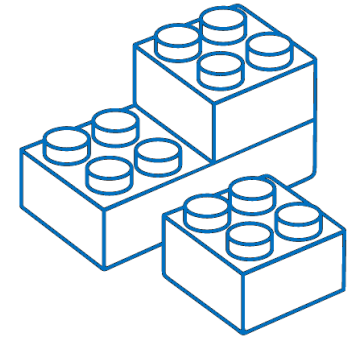
What Is The Timetable?

Build Back Better

- Care Cap in place from October 2023

  - Care assessments may need to start from April 2023 to manage demand to avoid an October peak (and review peak).

- Financial Assistance in place from October 2023

  - Financial assessments may need to start earlier (April 2023).

- Improved integration with health – ongoing Integrated Care Systems (ICS) discussions

Fair Cost of Care

- Process starting now – external firm to support. Submission due 14 October 2022

Oxfordshire – FCC Scope and Scale

➤ Last year the Oxfordshire Way transformation programme delivered a 45% reduction in waiting lists. Achieved:

- 10,186 Care Act assessments

- 4,851 reviews

- 994 people are awaiting a Care Act Assessment with the longest wait currently 15 weeks

➤ High proportion of self-funders (c.55% of cared for population)

- All self-funders will be able to request Care Act Assessments / reviews and initiate Care Account to begin metering costs towards the care cap – creating **50% more demand for social work / Care Act assessment**

- c.85% of current self-funders may be eligible for financial support under the reforms

- Currently this is approximately **3,000 home care** self-funders and **2,000 care home** self funders

➤ Market Sustainability

- Current self-funders may seek to access care at council rates (which are currently lower than private fees) causing financial instability for providers * see note

- Registered providers: 119 Care at Home; 136 Care Homes

- People care provided to: 4,922 Care at Home; 4,318 in Care Homes

  ➤ Council or Health funded: 1,475 Care at Home; 2,012 in Care Homes

- Council currently commissioning 24,492 hours of home care per week
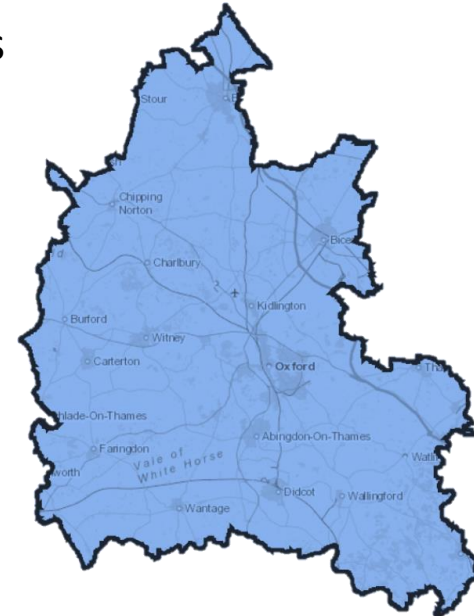
Milestones

Date	Milestone
20/05/22	Project Initiation – FCOC Board stood up
27/05/22	Request For Quote (RFQ) Issued
17/06/22	Award of Contract
29/07/22	Data collection complete
Sep 2022	Internal sign-off of FCOC report and Draft Market Sustainability Plan
14/10/22	Submission to DHSC of FCOC report, Draft Market Sustainability Plan and Spend Report
Autumn 2022	Publication of FCOC report
February 2023	Submission of Final Market Sustainability Plan
Spring 2023	Publication of Final Market Sustainability Plan

Activities so far

- Analysis of policy guidance and tools available

- Information gathering on comparative impact for Oxfordshire

- Initial communications with provider sector

- FCC board established (OCC internal) – meeting weekly

- Development of specification and process for selecting a partner to deliver the FCC exercise

- Invitation to bid for the work published (closes 15-6-22)

- Recruitment of programme manager for ASC Reform

- Recruitment of project manager for FCC ongoing

Assurance

Initial work

Provision of additional capacity to complete an initial baseline assessment/statement of readiness of Oxfordshire County Council Adult Social Care functions as part of preparation for CQC Assurance and the development of the appropriate governance arrangements and high level for any subsequent further improvement work

Key Deliverables

Increased knowledge and awareness across the council and key stakeholders in relation to Adult Social Care Reforms including:

- Care Market

- NHS partners

- Voluntary Sector partners including Health Watch, Carer representative groups, Service user led organisations

- Elected Members County and District

This initial work will be concluded by the 10th June after which outcomes will be incorporated into the transformation plans

CQC Assurance – what it tests

We are preparing for the introduction of the new CQC assurance framework from April 2023 and are involved in the co-production of the framework currently being finalised by the CQC. We have begun our self-assessment to establish the baseline for readiness and started gathering evidence in support of the draft quality statements.

Approach and content not yet finalised but will be aligned with Care Act and likely to include:

Theme 1

- How Local Authorities work with people **Theme 2**

- How Local Authorities provide support

Theme 3

- How Local Authorities ensure safety within the system

Theme 4

- Leadership capability within Local Authorities

Domains:

- Responsive

- Effective

- Safe

- Well Led

Next steps for Reform preparation

Design and implement an Adult Social Care Reform Programme to include:

- Fair Cost of Care
- Care Cap and revised Means Test
- Supported Housing
- CQC Assurance
- Workforce Development
- Market Sustainability and Development
- Digital Development
- Liberty Protection Safeguards

To be aligned with:

- ICS and Integration
- Commissioning Plan/HESC Implementation
- Corporate transformation projects

Build/Integrate on existing capacity to deliver including:

- Virtual integrated team to include stakeholders from across the council
- Recruiting additional capacity to include project and programme management

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Divisions Affected - All

People Overview Scrutiny Committee
16 June 2022

Draft Voluntary and Community Sector Strategy

Report by Claire Taylor, Corporate Director for Customers, Organisational Development and Resources

RECOMMENDATION

1. **People Overview Scrutiny Committee are asked to input into the proposed Voluntary and Community Sector Strategy**

Executive Summary

2. The Council has developed a five year Voluntary and Community Sector (VCS) strategy to set out our commitment to support a sustainable sector, through co-production with the VCS, district and city council colleagues and Oxfordshire County Councillors.

3. The strategy has five priorities and a number of underpinning commitments that were agreed through a VCS and public sector co-production working group, based on the input from externally held workshops. The priorities are:

   (a)   Collaboration and Networking
   (b)   Volunteering and Social Action
   (c)   Capacity and Skills
   (d)   Supporting a Sustainable Sector
   (e)   Reducing Inequalities

Background

4. Oxfordshire County Council recognises and values the critical work the local VCS does across Oxfordshire, and the positive impact this has on residents. Local Government alone cannot create flourishing people and communities, and the local VCS provides a vital contribution to help achieve this.

5. Collaboration with and across the VCS notably increased during Covid-19, with new groupings of the sector coming together regularly to tackle problems collectively – sharing knowledge and in some cases resources, in ways and at

a pace that has not previously been seen. This has included a new level of engagement and collaboration with the statutory sector. There is considerable ambition within the VCS to retain this new culture to drive efficiency, flexibility, and responsiveness.

6.   In 2021 the Policy team set up an internal officer working group to consider the future scope of the VCS Infrastructure Contract, which following extensions expired in March 2022, with a Funding Agreement in place for 22/23. However, initial conversations highlighted a broader opportunity and the appetite to collaborate on a cross organisational VCS Strategy that would allow the consideration of the Council's relationship with the sector and commissioning of services as a whole.

7.   The internal working group comprises of representatives from Adults and Social Care, Public Health, Children's Services and Cultural Services and is led by the Policy and Strategy team.

8.   Following this, in September 2021 Cabinet approved the development of a VCS strategy, to be co-produced with the sector. With the aim to consider the Council's commitment to the sector, and analyse and align relationships and funding – to create a clear and cohesive strategic approach across Oxfordshire as a whole.

Scope of Strategy

9.   The Voluntary and Community Sector Strategy is a five-year strategy with a vision to enable a strong, diverse and vibrant VCS across Oxfordshire, to help deliver positive change for our communities. It aims to strengthen the relationship between the Council and sector and ensure that over the coming years we continue to build on partnership working for the benefit of our residents. Individual service areas, contracts and grants are out of scope.

10. The strategy is a high-level document which allows for flexibility over the coming years as the sector's and Council's needs change. However, it will be underpinned by a yearly action plan which will ensure meaningful changes are implemented and monitored. It is intended that this will be part of the yearly budget and business planning process, allowing services to put forward their own actions that will contribute towards the ambitions of the strategy, as well as allow for coordination of actions at a corporate level that will spread across services.

11. The progress of the strategy will be monitored yearly by Oxfordshire Stronger Communities Alliance (OSCA). A partnership group that represents the interests of the voluntary and community sector in Oxfordshire, and is jointly chaired by the Cabinet Member for Public Health and Equalities, and the Chairman of OSCA, currently the Bishop of Dorchester.

Internal Engagement

12. Co-production and engagement have been central to the development of the strategy, in recognition that it will not achieve its aims unless there is full internal and external buy-in.

13. Alongside the input of the internal officer working group, the Policy team has attended and engaged with all DLTs, ensuring that the strategy is relevant to all directorates and service areas.

14. Member engagement has also been vital, with a Cabinet VCS Strategy Sub-Group created enabling cabinet members to oversee the development of the strategy as a whole. The group is led by the Cabinet Member for Public Health and Equalities, and also attended by the Cabinet members for Children, Education and Young People's Services, Climate Change Delivery and Environment and Adult Social Care.

15. Furthermore, the Cabinet member for Public Health and Equalities, supported by the Policy Team, attended the 2022 January round of Locality meetings to gain input and understand from members the issues the VCS were facing in their local areas.

Co-production with the Sector

16. The voluntary and community sector have been integral to the development of the strategy. In December 2021, we held two workshops with the sector to gather evidence about their challenges and priorities, as well as understand how they would want to work in co-production on the strategy. The workshops were aimed at anyone volunteering or working for a VCS organisation, with an open link to sign up in order to reach as many of the sector as possible. Over 90 different representatives registered for the workshops, ranging from very small volunteer run community groups, to larger household name charities. District and City colleagues also took part and were an important part of the conversation.

17. Feedback from the workshops demonstrated there was appetite within the sector to be more closely involved in the co-production of the strategy. A VCS Strategy Co-production External Steering Group was set up to take forward the development of the strategy. All representatives that registered to attend the initial workshops were encouraged to put forward their interest in joining, with 10 in total coming forward. District and City colleagues were also invited to be part of the group, to ensure the strategy was in alignment with their priorities.

18. The VCS organisations represented were:

    - Active Oxfordshire
    - Age UK Oxfordshire

- Alzheimer's Society
- Asylum Welcome
- CAG Oxfordshire
- Community First Oxfordshire (CFO)
- One-Eighty
- Oxford Neighbourhood Watch
- Oxfordshire Community and Voluntary Action (OCVA)
- Oxfordshire Mind

19. The VCS Strategy Co-Production Steering Group agreed to work with the Policy team to co-produce recommendations and commitments for the strategy. The agreed Terms of Reference for the group highlighted this work would be developed through:
   - Agreeing the elements of co-production and drafting of the strategy.
   - Outlining challenges and identify key priorities for improvement in ways of working between the VCS and Council.
   - Producing recommendations and proposals for consideration for the VCS Strategy, that will be implemented over the coming years.

20. Following a presentation of the feedback from the December workshops and the sector's challenges, the group agreed on the five priorities, Collaboration and Networking, Volunteering and Social Action, Capacity and Skills, Supporting a Sustainable Sector and Reducing Inequalities. The group then met between March and May to discuss and agree the commitments that sit underneath the priorities.

21. On the 13th May, a four-week consultation was launched on the co-produced priorities and commitments on the Let's Talk Oxfordshire Platform. The consultation is primarily aimed at and promoted to the voluntary and community sector and has also been shared with members. The consultation is public on the Let's Talk website, so residents also have the opportunity to comment if they wish. The interim findings of the consultation, as of 1st June, can be found in Annex 2.

22. The consultation closes on the 12th June, following which we will analyse the feedback, present these findings back to the Co-Production Steering Group, create a consultation report and make the necessary changes to the strategy ahead of Cabinet approval in July.

Corporate Policies and Priorities

23. The strategy has been developed with the 2022-2025 Strategic Plan priorities and commitments in mind. There is a commitment under the strategic priority to prioritise the health and wellbeing of residents, to develop an enhanced long-term support offer for our voluntary and community sector partners. This strategy, alongside our ambitions for the long-term provision of the VCS Infrastructure Contract, will help to deliver this.

24.   Furthermore, there are strong themes throughout the strategy that build upon the commitments within the priorities to support carers and the social care system, tackle inequalities in Oxfordshire, put action to address climate change at the heart of our work as well as the overall aim to work in partnership to achieve our vision.

Financial Implications

25.   There are no immediate financial implications resulting from the strategy, the strategy has a long-term approach with an action plan to follow. Many of the commitments, especially those sitting under creating a sustainable sector, have the potential to allow the Council to explore cross service delivery on some service areas and pooling of contracts.
26.   Furthermore, any future project or programme proposals to support the VCS and the delivery of the strategy that requires budget or funding will be developed by the lead service and taken through the relevant sign off process.

Equality & Inclusion Implications

27.   The VCS by its very nature engages with the most vulnerable in our communities. Over the past couple of years, there is new consideration in the VCS of their role in promoting equality and of the diversity within the sector itself. Therefore, one of the priorities within the strategy is 'Reducing Inequalities'.

28.   Although reducing inequalities is vital in all of the priority areas of the strategy, it was felt that a dedicated priority to proactively tackle this area would lead to stronger actions. Partnership working with the VCS in this area will be pivotal in helping reduce inequalities across Oxfordshire.

Sustainability Implications

29.   There are no negative climate action implications from the strategy. Within the priority 'Reducing Inequalities' there is a specific commitment to continue working with the VCS to address the effects of climate change and promote the circular economy, in order to reduce negative impacts on people living in areas of higher deprivation. This is in recognition of the need for us to work closely with the VCS, including the Climate Action Groups, to affect change in this area.

Claire Taylor
Corporate Director – Customers, Organisational Development and Resources

Annexes: Annex 1 – Draft Voluntary and Community Sector Strategy
                                2022 – 2027

Annex 2 – Interim findings from the public consultation

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June 2022

TITLE PAGE
Oxfordshire County Council Voluntary and Community Sector Strategy
2022 - 2027

Oxfordshire County Council Voluntary and Community Sector Strategy 2022 – 2027

Page 1: Introduction – from Leader and Portfolio Holder

Oxfordshire is a vibrant, diverse and innovative rural and urban county, with a voluntary and community sector (VCS) that reflects this. Over the past few years, local government and the voluntary and community sector have worked closer together tackling some of the county's biggest issues. This was notably most visible through the Covid-19 pandemic, and the sector's ability to organise and find solutions for our residents at pace.

The Council is keen to build on the momentum of our closer working relationship and ensure that our voluntary and community sector is empowered and sustained to work alongside us in supporting residents and communities.

Our vision is to enable a strong, diverse and vibrant voluntary and community sector across Oxfordshire, to help deliver positive change for our communities.

We recognise that alone we cannot create a county that is greener, healthier and fairer. We appreciate and value the critical work the local VCS does across Oxfordshire, and see first-hand the positive impact this has on residents and communities. As a Council, we see our role as supporting and empowering our voluntary and community sector to do what they do best, working in partnership together along the way.

Crucially, this strategy has been driven by co-production and we want to take the opportunity to thank all of you who have contributed, and shared your valuable knowledge and insight with us. You have been essential to the creation of this strategy, and we look forward to working collaboratively with you over the next five years in bringing it to life.

Page 2: Purpose and Approach

This strategy sets out our intentions and ways of working with the sector over the next five years. The priorities and commitments within it will be developed into an action plan and provide a framework to guide the approach in how we will achieve our commitments over the coming years.

It will shape our work with the voluntary and community sector (VCS) across all Council services, to provide consistency in how we collaborate and work together. This strategy looks at Oxfordshire as a whole, balancing out the needs of our rural and urban communities and the VCS organisations within them.

In recent years across the Council, we have seen strengthened relationships with our VCS colleagues. Although this was in part due to the need to respond to Covid-19, we have a strong desire to maintain and build upon these relationships. In doing so, we recognise that we need a whole Council approach, and a renewed commitment to collaborating with the sector.

A key to this strategy, was co-producing it with the sector. In December 2021, we ran two virtual workshops to gather evidence on the sector's key challenges and priorities for a strategy, as well as understanding the best approach for co-production. This provided us with invaluable feedback that has been the backbone of the development of this strategy.

From this, we formulated a VCS Strategy Co-production Steering Group, comprised of voluntary sector organisations and colleagues from each District and City Council. After analysing the evidence from the workshops, the priorities and commitments of the strategy were formulated and agreed by this group. In May 2022 we ran a consultation exercise available to the whole sector on these co-produced priorities and commitments, with the feedback we received being incorporated into this document.

This strategy is a living document with high level commitments, it will be underpinned by an action plan that allows us to be flexible and respond to the sectors' changing needs. Co-production will be an essential throughout, ensuring that we collaboratively tackle challenges and find solutions.

Page 3: Vision

<u>Our vision is to enable a strong, diverse and vibrant voluntary and community sector across Oxfordshire, to help deliver positive change for our communities.</u>

We cannot create a greener, healthier and fairer Oxfordshire alone. The voluntary and community sector are often more deeply rooted and uniquely placed in understanding and responding to local communities' needs. Therefore, we want to use our community leadership and enabling role to build community resilience through empowering our voluntary and community sector.

Page 3: What do we mean by the Voluntary and Community Sector?

The voluntary and community sector, sometimes known as the Third Sector, constitutes a diverse range of organisations that all have one thing in common - they are not-for-profit and have wider societal benefits as their primary aim.

Traditionally most people associate registered charities as being VCS organisations, but the picture is a lot broader than this. Not-for-profit groups can take many forms as well as being charities, such as social enterprises, community interest companies, community benefit societies, or faith groups. There are also many small community groups that won't have formalised structures yet are a crucial and active part of the sector.

Throughout this strategy, when we refer to the voluntary and community sector, we refer to any organisation that is not-for-profit and works for the benefit of society, regardless of their size.

Page 4: Communities in Oxfordshire (presented information in bubbles/boxes)

Oxfordshire is a vibrant, diverse and innovative rural and urban county.

As of mid-2019, Oxfordshire was the most rural county in the South East. Just under a quarter (22%) of Oxfordshire's population are resident in Oxford City and 38% in the county's main towns. The remaining 40% live in smaller towns and villages.

Oxfordshire was ranked the 10th least deprived of 151 upper-tier local authorities in England in 2019. However, we also have 1 out of 407 Lower Super Output Area ranked within the 10% most deprived areas nationally, and a further 16 areas were ranked in the 20% most deprived areas nationally.

Whilst Oxfordshire's population is relatively healthy, doing better or similar to national averages on most public health indicators, our population is ageing with a substantial recent and predicted growth in the number of older people. This understandably brings challenges for service provision in regard to health and social care.

Despite Oxfordshire's relative affluence there are wide inequalities in health and wellbeing. Males living in the more affluent areas of the county are expected to live around 11 years longer than those in poorer areas. For females the gap in life expectancy is around 12 years.

1 in 5 children in Oxfordshire are estimated to be living in poverty – within Oxford City this figure rises to a quarter of children.

As of the 2011 Census 16.4% of Oxfordshire's residents were from non-white British backgrounds. These groups are more likely than the total population to be resident in the most deprived areas in Oxfordshire.

Page 5: Investment in the Voluntary and Community Sector

The voluntary and community sector provides vital services to the residents of Oxfordshire, supporting vulnerable people and helping to create the sustainable and vibrant communities. Whether these services are commissioned by the Council, are fundraised for by the community or delivered as part of wider objectives, the VCS are a valued and a key partner, especially in helping us achieve our preventative agenda.

Through commissioning a wide range of services with voluntary and community organisations, Oxfordshire County Council invests over £80million a year in the sector. Around £79.5m of this is made up of contracts, and £500,000 from grants.

Contracts make up the vast proportion of our VCS spend (99%). The Council holds contracts with the sector that covers everything from household name charities in Adult Social Care and Public Health, to less obvious elements such as our Fix My Street software being developed by a not-for-profit social enterprise.

In total around 17% of all of the contracts the Council holds are with VCS organisations.

Looking at the spread of our service areas across our voluntary and community sector spend the vast proportion (78%) is spent by Adult Social Care

% OF OVERALL VCS CONTRACT SPEND PER SERVICE

Environment and Place 1%

Public Health 9%

Children's 12%

Adults 78%
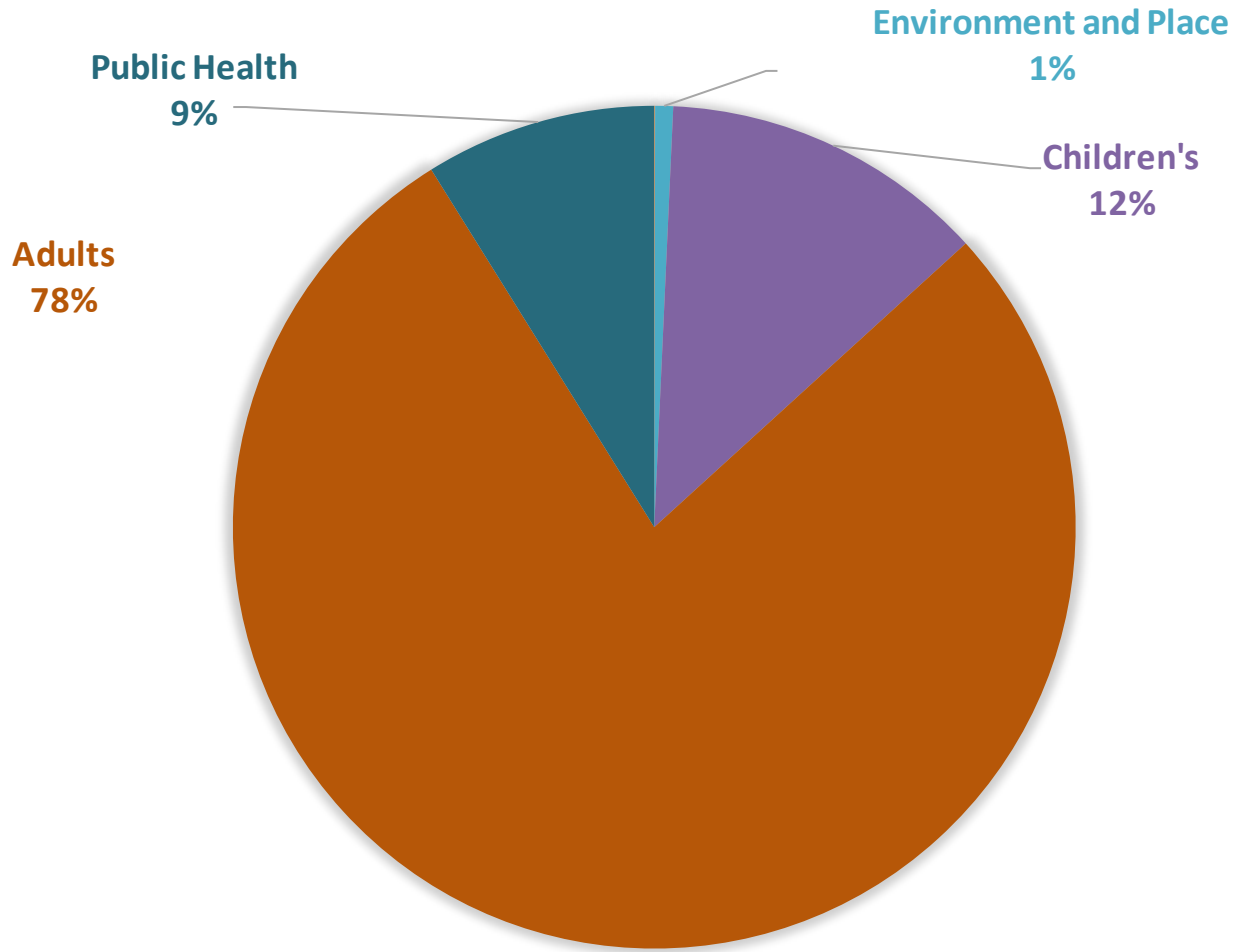
*data from analysing all grants and contracts in the 2020/21 financial year. Covid-19 support spend was excluded as this would not be usual year on year spend.

Page 6: Social Value Policy

Social value is any additional economic, social or environmental benefit that is achieved in addition to the core deliverables of a contract. Voluntary and community sector groups often already operate in a way of bringing additional value to their core services, which makes them very well placed to demonstrate social value in commissioning processes. For instance, many voluntary and community sector organisations will already focus on offering jobs to care leavers or military leavers or focus on reducing their carbon footprint.

In February 2022, Oxfordshire County Council adopted a new social value policy. The aim of our policy is to enable our spending on services to go further, by ensuring that our suppliers and providers commit to providing additional benefits for our communities. As such, this social value policy acts as the 'golden thread' between the Council's strategic plan and procurement, to unlock additional economic, environmental and social benefits to deliver our strategic priorities.

This means, that bids for contracts over £100,000 will be weighted based on their added social value, as well as on their price and quality. Due to the importance for the Council to tackle climate change, all climate-related measures will receive maximum prioritisation, with additional selected social, economic and environmental measures receiving other levels of prioritisation.

Page 7: Our Priorities and Commitments

We have worked with the local VCS to co-produce these five priorities, that will underpin our collaborative working with the sector over the next five years. All priorities and commitments have equal weighting with each other, and we be worked on at the same time over the coming years.

Collaboration and Networking

Volunteering and Social Action

Capacity and Skills

Supporting a Sustainable Sector

Reducing Inequalities

Page 8: Priorities and Commitments
Collaboration and Networking:

As the past few years working together through the Covid-19 pandemic has proven, collaboration and networking are vital in supporting our communities. This is true for both relationships between local government and the sector and supporting and enabling partnership working within the sector. The Council is committed to fostering new ways of collaborating and working together and increasing co-production.

We also recognise the importance of the closeness the voluntary and community sector has with our residents. This leads to a unique and deep knowledge and understanding of our communities, especially in terms of harder to reach communities, or those whose voices are often less heard. It is therefore essential that we work collaboratively to address long-term challenges.

Commitments:
- Promote and champion the work of the VCS
- Conduct an exercise to understand and review the existing internal and external VCS and public partnership networks
- Continue to strengthen partnership working through existing networks or by identifying new networks
- Explore the use of the Compact and review our commitment to ways of working with each other
- Gain a deeper understanding of community needs through the expertise, knowledge and support of the VCS
- Listen to and work closely with the VCS, recognising their strengths and local knowledge
- Support greater partnership working and co-production, working collaboratively with the VCS to address long-term challenges, for instance through the Oxfordshire Way
- Seek opportunities for co-location to enhance collaboration and networking

The Oxfordshire Compact

The Oxfordshire Compact is an agreement which aims to provide a mutual framework for improving and sustaining better working relationships between statutory bodies and the voluntary and community sector. It was developed by the VCS and although it is not a legal document, becoming a signatory is a commitment to uphold the principles of the Compact.

Page 9: Priorities and Commitments

Volunteering and Social Action

Volunteering and social action play a huge part in supporting communities in Oxfordshire to flourish. From residents who take part in informal and small volunteering acts, such as helping neighbours with their shopping, to those who regularly donate their time in more formalised roles – every volunteer in Oxfordshire makes a difference.

We want to do more to celebrate and recognise our volunteers, as well as raise awareness about the benefits volunteering has for communities and the impact on individuals.

In addition, the Council uses volunteers within a range of service areas, from our libraries, to our highways and fire service. These volunteers are crucial in supporting communities, and we want to ensure they are better supported and equipped to fulfil their roles.

Commitments:
- Actively promote volunteering and social action, and the value it brings to communities and individuals
- Celebrate and recognise the work of volunteers across the county
- Internally promote a culture of volunteering, encouraging Council staff to use their volunteering leave and identifying opportunities for them to do so
- Explore how to better recruit, retain and support volunteers that support Council services
- Work with the VCS to identify, understand and tackle barriers to volunteering that can be addressed at a local level

Page 10: Commitments and Priorities
Capacity and Skills

A strong sector is one that has the capacity, skills and capabilities to carry out its work effectively. In order to facilitate this, the local VCS needs access to a range of training opportunities, support services, resources and tools.

In recognition that a strong sector is required to help us deliver our aims, the Council provides general capacity support to the sector through a VCS infrastructure contract. The contract covers three main outcomes, that VCS organisations have access to information, advice and tools to build capacity, that volunteering is promoted and developed, and that communities are supported and empowered to find their own solutions.

The council is committed to exploring a range of additional ways we can offer support to the sector in building capacity and skills, in order to help them flourish and to help us deliver our shared aims.

Commitments:
- Support the VCS to build capacity and work together to identify sector needs
- Support the sector understand the Council's strategic priorities, to enable us to work together on our common goals
- Continue to invest in VCS Infrastructure to support the sector
- Help foster and support strong leadership within the sector
- Enable the sector to support each other, promoting best practice, sharing of skills and a space for strategic conversations
- Explore the potential of hub models in supporting VCS organisations, for instance with centralised training

Page 11: Commitments and Priorities

Supporting a Sustainable Sector

Voluntary and community sector organisations have a unique understanding of local communities, and they are therefore often well placed to deliver innovative solutions. This is especially true for helping us explore models for prevention, from our work with Community Catalysts in adult social care, to increasing our early intervention support for families in our children's services.

However, local government procurement can be confusing, especially to smaller groups, or those who have previously not engaged in commissioning processes. We are committed to exploring how we can better communicate and increase transparency around commissioning, and align our processes to make procurement opportunities more accessible.

Commitments

- Work in co-production to explore and expand our data on the local VCS
- Continue to embed the principles of the Council's new Social Value Policy in commissioning processes
- Explore how the Council could simplify and align the commissioning and grants process
- Increase transparency and communication behind commissioning, empowering VCS organisations to understand and be better equipped to take part in commissioning processes, including through consortia bids
- Uphold and respect the independence of the VCS
- Support community-based models of prevention and early intervention, to help build resilience within our communities
- Explore with the VCS how best to use our property assets to form long-term partnerships to create stronger, more cohesive and more sustainable communities.

In 2022, the Council offered tenants in our community assets, a one-year rent holiday to take account of financial pressures many community and voluntary organisations have faced during the pandemic. We also committed to reviewing the management of these properties and put their arrangements on a more stable, predictable footing from 2023-4.

Page 12: Priorities and Commitments

Reducing Inequalities

Although work on reducing inequalities will be pivotal across all priorities and strands of this strategy, the Council is committed to proactively tackling inequalities across Oxfordshire and believe inclusion is everyone's responsibility. We recognise the need to listen and learn and work collaboratively as we tackle inequalities, but most importantly we know this will only be achieved through concrete actions.

The voluntary and community sector will be essential in helping us to achieve meaningful change, and we therefore want to work collaboratively across the board to ensure we fully understand Oxfordshire's inequalities in order to tackle them together. Furthermore, we want to provide support to the sector in tackling equality, diversity, inclusion and equity issues within the sector, recognising that a lot of important work in this area is already underway.

Commitments:

- Work collaboratively with the local VCS to develop better ways to use data about our communities to understand diverse needs and create inclusive communities
- Work collaboratively with the local VCS to address inequalities focusing on those in greatest need, to effect sustainable meaningful change, with a focus on healthy place shaping, preventative actions and early intervention projects
- Empower and support the VCS to tackle equality, diversity, inclusion and equity issues within the sector, for instance through the Oxfordshire Equality Framework
- Explore how we can reciprocally increase diversity at senior levels within the VCS and public sectors, such as at leadership and trustee levels.
- Continue to work with the VCS to tackle digital exclusion across Oxfordshire, through the implementation of the digital inclusion strategy and charter
- Continue to work with the VCS to address the effects of climate change and promote the circular economy, in order to reduce negative impacts on people living in areas of higher deprivation

> The circular economy is an approach which aims to keep materials in use for much longer, ensuring they can be reused, recovered and recycled

Page 13: How we will implement the strategy

This strategy demonstrates the desire across the county to work in collaboration with each other to make a greener, fairer and heathier Oxfordshire. This document is designed to be living and flexible enough to adjust to our communities changing needs over the next five years.

However, we will only be able to meet our commitments by taking real action. In doing so, we will continue working in partnership with the sector to develop an action plan around the strategy, that will ensure a collaboration and system-wide approach.

The Council will oversee and monitor the action plan, updating and reporting yearly to the Oxfordshire Stronger Community Alliance on progress.

Oxfordshire Stronger Community Alliance (OSCA)

OSCA is a partnership group that represents the interests of the voluntary and community sector in Oxfordshire. The main objectives are to build a sustainable voluntary, community and faith sector, and a stronger and empowered community.

Draft Voluntary and Community Sector Strategy

**Interim Consultation Response Findings**

1. The council is co-producing a five-year voluntary and community sector (VCS) strategy with the local sector. The strategy aims to underpin the relationship between the council and the sector, to reiterate our commitments to each other and ensure alignment to the needs of our communities. We are currently consulting on the draft priorities and commitments for the emerging strategy.

2. This paper sets out our approach to developing the strategy and shares interim findings from the consultation.

3. This is a co-produced strategy, with a strong approach to engagement throughout. In December 2021, we hosted two virtual workshops which over 90 local VCS organisations registered to attend. The workshops allowed us to gather the initial evidence from the sector about their challenges and decide how to bring forward the co-production of the strategy.

4. From this, we developed a voluntary and community sector strategy co-production group, open to anyone in the local VCS who wanted to join – 10 VCS organisations joined. Since then, we have analysed the evidence from the workshops held last year with the group and developed our priorities and commitments for the strategy for consultation.

5. Public consultation opened on 13 May 2022 and closes on 12 June 2022. The consultation is predominantly targeted at the sector but open to everyone. It comprises of an online survey hosted on Let's Talk Oxfordshire, with options to request content in alternative formats including paper copies.

6. It's focus is on the draft priorities and commitments set out in the emerging strategy. It has been promoted via direct emails to key influencers in the sector, asking them to cascade to other sector colleagues. We have also included articles in stakeholder e-newsletters.

7. The results shown below are interim and are from 1 June 2022.

8. A range of people have responded to the consultation, however the majority are representatives of the VCS Sector
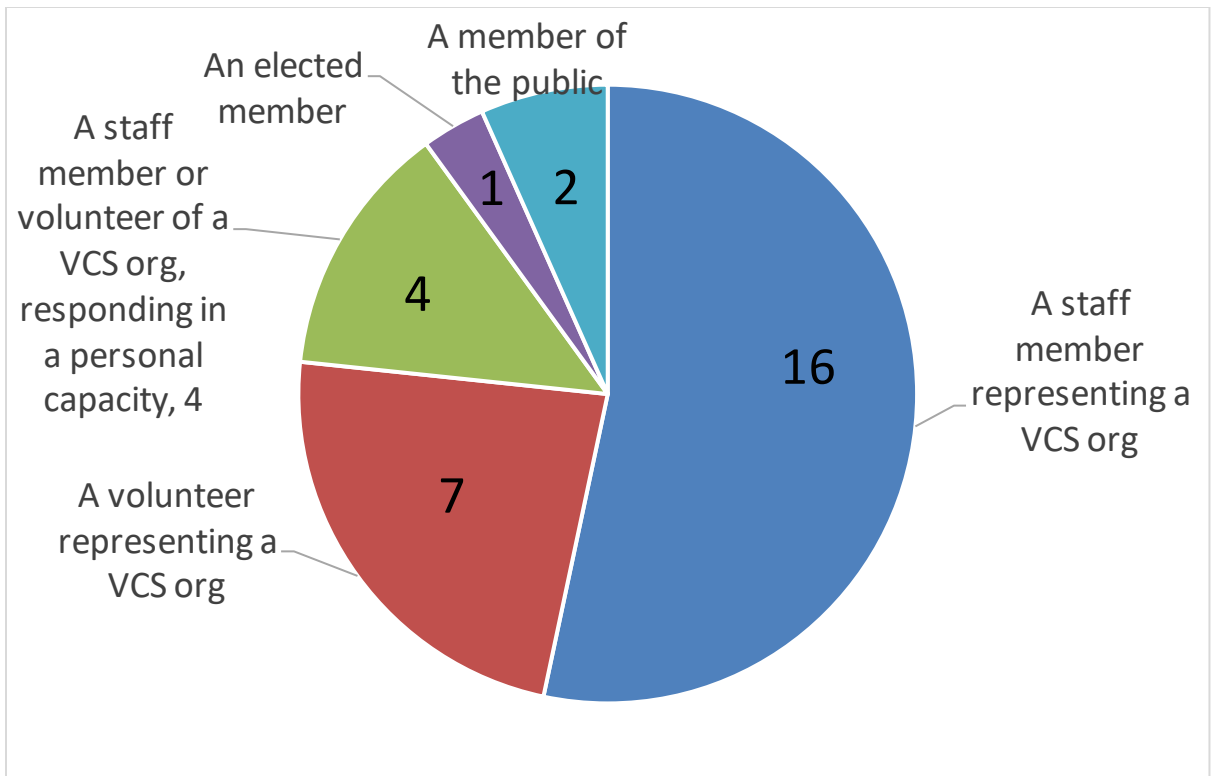
Base: 30 people

9. The draft Voluntary and Community Sector Strategy identifies five priorities to drive development and delivery forward over the next five years:
   a) Priority 1: Collaboration and Networking
   b) Priority 2: Volunteering and Social Action
   c) Priority 3: Capacity and Skills
   d) Priority 4: Supporting a Sustainable Sector
   e) Priority 5: Reducing Inequalities

Overall view of five priorities: To what extent you agree or disagree that the five priorities are the right ones for our VCS strategy?
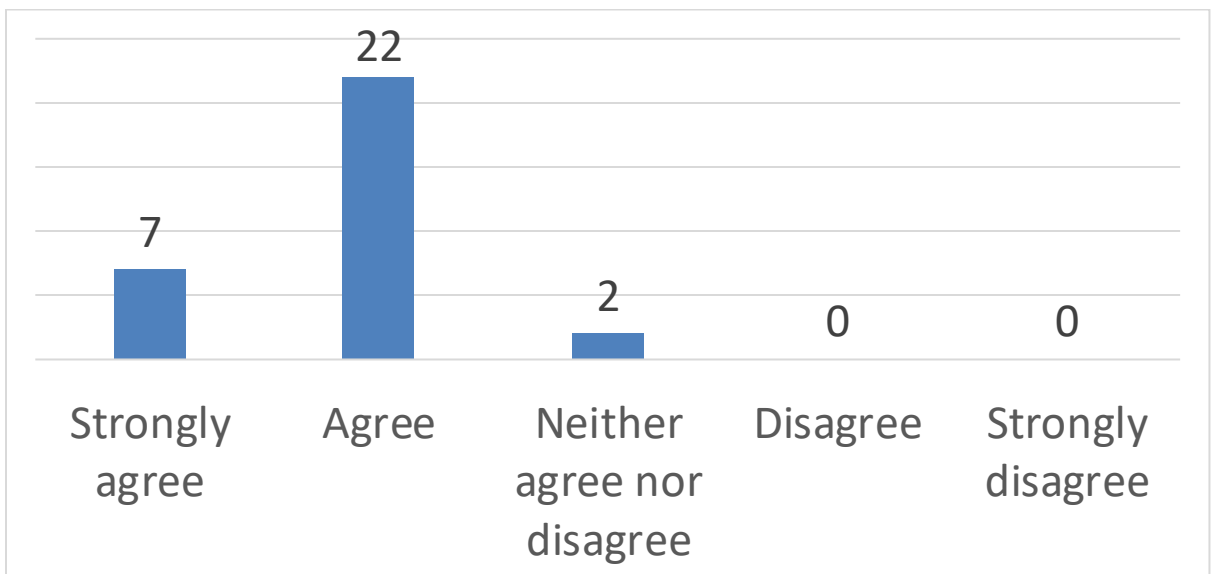
Base: 31 people

10. There are a number of key themes that have arisen so far in written comments from feedback relating to the five priorities:
   - Ensure there are opportunities for collaboration and networking for all, including smaller organisations.
   - Financial support is needed to succeed - money underpins all the priorities.
   - Equalities - fairer funding practices and equal priority for all
   - Need to understand local profiles to reduce inequalities
   - Need to better define sustainability (sustainable sector) in this context – 'stable and resilient' or sustainable from a 'climate' perspective

11. Overall there has been general support for the commitments within the consultation. So far there have been 83 representations of written comments (with people commenting on multiple ambitions) about the ambitions sitting under the five priorities. Priority 1 'Collaboration and Networking' received the most representations (23), with Priority 5 'Reducing Inequalities' the least representation (11).

12. The below chart shows the general support for ambitions by priority, when asked how far each respondent agrees or disagrees that the commitments are the right commitments per priority for the strategy.
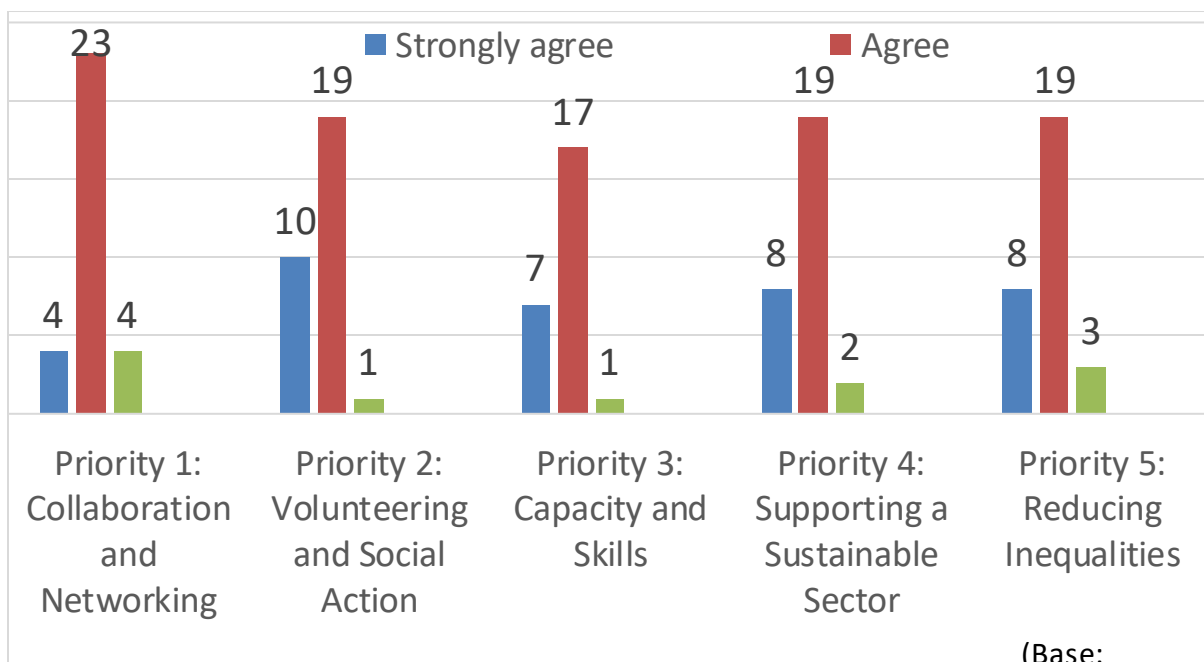
13. Several of the representations about the ambitions were broadly supportive in tone. Some people expressed scepticism about implementation.

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Divisions Affected - ALL

People Overview & Scrutiny Committee

16th June 2022

Digital Inclusion Strategy

Purpose

1. **People Overview & Scrutiny Committee are asked to consider and input into the draft Digital Inclusion Strategy.**

Executive Summary

2. The importance of digital inclusion has been increased following the lockdowns during the COVID-19 pandemic.

3. Digital inclusion is a multi-faceted issue and includes:
   - Access to good quality and affordable broadband, wi-fi and mobile data.
   - Opportunities for digital skills training and support.
   - Devices that can access the internet, are affordable and good quality, and meet their users' needs.
   - The ability, motivation, confidence, and physical space to safely access the internet.
   - Accessible services that are designed inclusively to meet the needs of service users.

4. The "digital divide" refers to the gap between those who have the elements outlined above, and those who do not. People who are disadvantaged or vulnerable in other ways are more likely to be digitally excluded, with this issue being closely linked to other inequalities.

5. The benefits of digital inclusion include access to essential services, education, information, social connection, employment opportunities, and reducing our impact on the environment by reducing travel. Poorer health, educational, and employment outcomes, and an increased risk of poverty can all be a result of digital exclusion.

1

6. The Policy Team have been asked to develop a Digital Inclusion Strategy for Oxfordshire County Council.

7. As a Council, we recognise and value the range of work that is already ongoing to tackle digital exclusion in Oxfordshire, with the local Voluntary Sector (such as Getting Oxfordshire Online and the Connect! Project), city and district councils, and health sectors already carrying out a range of initiatives. We also value the work already ongoing within our Council to reduce the digital divide, such as within our Digital Infrastructure Team, Libraries and Heritage Service, and Education Directorate.

8. We also recognise that the digital inclusion landscape within Oxfordshire is fragmented, and that through the Council's strategy we can provide coordination and signposting around the range of important initiatives already ongoing.

Key Issues

9. The Digital Inclusion Strategy addresses the strategic priority of *Tackling Inequalities in Oxfordshire*. It also relates to the goals of Oxfordshire County Council strategies including the COVID-19 Recovery and Renewal Strategy, Equality, Diversity, and Inclusion (EDI) Framework, Voluntary and Community Sector Strategy, Climate Action Framework, Domestic Violence Strategy, the Oxfordshire Way, Director of Public Health's Annual Report, Social Value Policy, Consultation and Engagement Strategy, SEND Strategy, Agile Working Strategy, Digital and ICT Strategy, and our Delivering the Future Together values and behaviours.

10. The strategy has been developed by the policy team from the goals, commitments and actions identified by stakeholders during a process of engagement.

11. An internal working group was set up to coordinate the vision for the strategy, align digital inclusion projects across the Council, and signpost to initiatives across Oxfordshire. This group is led by the Policy and Strategy Team and is comprised of

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representatives from Education, Public Health, Digital Infrastructure, Cultural Services, and Adult Social Care.

12. In October 2021, we held a virtual roundtable discussion with around 35 partners from across the Oxfordshire public, health, education, and voluntary sectors. In this session, we defined what digital inclusion means to us in Oxfordshire and set out the problem that needs to be addressed.

13. We also discussed our vision for a digitally inclusive county, which included joined-up initiatives, digital inclusion by design, and ensuring that no one is left behind. The barriers that were identified included support for those who will never want to be online, funding, duplication of resources due to a fragmented landscape, rurality, online safety, and the cost-of-living crisis.

14. The principles that were identified during the roundtable discussion as needing to underpin collaborative work included signposting access to support, sharing best practice, promoting the benefits of digital, embedding equality, diversity, and inclusion, and recognising that digital inclusion is about people, not just technology.

15. The strategy is set out to be focussed around three strands: Digitally Inclusive Communities, Digitally Inclusive Service Delivery, and Digitally Inclusive Workplace. In April 2022, we carried out a programme of engagement on these three strands with external and internal stakeholders.

16. We held three virtual workshops focussed on the digitally inclusive communities strand, with around 40 external attendees. These workshops were on a range of themes relating to digital inclusion, such as education, isolation, local businesses, and organisations. There was a specific focus on groups who are more likely to be thought of as digitally excluded.

17. On the digitally inclusive service delivery strand, we have carried out interviews with service users. This has included older people who access our social care services,

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and younger people, who may have lived experience of digital exclusion to understand barriers in our service delivery.

18. We also held two virtual workshops with around 30 Oxfordshire County Council staff about how we can make our workplace more digitally inclusive. In our action plan, we are committing to engage with non-desk-based and frontline staff about their levels of digital inclusion.

19. The draft strategy sets out OCC's high-level ambition, while an action plan is in development with input from all services that will set out the operational detail on how we will achieve this.

20. A final draft of the strategy will go to Cabinet for approval in July with a recommendation that this is reviewed annually by the Cabinet and Scrutiny Committee on our progress against the commitments set out in the strategy.

21. The action plan will be updated annually and is recommended to be monitored internally by ELT, due to its operational nature.

Budgetary implications

22. This strategy is a long-term approach to reaching digital inclusion to be delivered in line with established strategies and existing budgets. Any future project or programme proposals to support digital inclusion that requires budget or grant funding will be developed by the lead service and taken through the relevant sign off process.

Equalities implications

23. The Digital Inclusion Strategy has the principles of equality, diversity and inclusion embedded within it. The structure of digitally inclusive communities, service delivery, and workplace mirrors the EDI framework, and several actions will cross across both areas of work. Improving digital inclusion will improve access to essential services, education, information, social connection, and employment opportunities.

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Sustainability implications

24. Increasing digital inclusion will help to reduce our impact on the environment by reducing travel, through enabling digital means of working or accessing services for our residents and staff.

25. In terms of our own workplace, we will establish clear links with the agile working strategy and the long-term ambition that "technology that supports agile ways of working will facilitate communication and the ability to work well anywhere, any place, and at any time."

Risk Management

26. Digital exclusion can impact anyone and any limitations in being able to access digital platforms, whether through lack of devices or confidence, can negatively impact a person's health, wellbeing, education, or development. This strategy seeks to address these issues and mitigate the long-term risks and disbenefits of digital inclusion.

Communications

27. On the 8th June we are holding a Digital Inclusion Summit at the Oxford Town Hall. This will bring together key stakeholders involved in the digital inclusion landscape in Oxfordshire, with speakers giving presentations on the work that they have been undertaking. At the summit, we will seek to develop a digital inclusion charter with partners, that sets out principles around how we will work together to tackle digital exclusion in Oxfordshire.

28. Any required changes to the wording in the strategy following People Overview and Scrutiny Committee, will be incorporated into the final draft, which will then be designed into a vibrant and accessible document by the council's Marketing and Engagement Team. This will include an infographic as an annex which will cover key

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statistics relating to digital inclusion in Oxfordshire and can be updated annually if required.

Key Dates

- 19th July – Cabinet

Claire Taylor
Corporate Director, Customers, Organisational Development and Resources

Annex: Digital Inclusion Strategy Draft

Contact Officer: Elena   Grant,   Policy   Officer,   07825   403173,
                               elena.grant@oxfordshire.gov.uk

June 2022

Oxfordshire County Council
Digital Inclusion Strategy
2022-2025

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Foreword

A key part of our commitment to tackling inequalities in Oxfordshire is improving digital inclusion. Digital access can improve the quality of life by increasing opportunities for Oxfordshire residents to get involved in education, employment, community activities, health services, and staying in touch with family and friends.

Our strategy involves working with business, communities, City and District councils, and partners to tackle the digital divide. We know that digital service delivery will not be right for everybody and will work to empower those who want to be more digitally enabled, whilst providing support for those who are unable or choose not to be connected.

There is a detailed action plan which underpins the long-term ambitions and commitments set out in this strategy. This strategy contributes to our wider vision to lead positive change and to work in partnership to make Oxfordshire a greener, fairer, and healthier county.

Cllr Glynis Phillips, Cabinet Member for Corporate Services, Oxfordshire County Council

Contents

Introduction – Why is digital inclusion important?

Citizens Online defines digital inclusion as being "about ensuring the benefits of the internet and digital technologies are available to everyone". It includes both access to the internet and the ability to use it.

This is a multi-faceted issue and includes:

1. Access to good quality and affordable broadband, wi-fi and mobile data.
2. Opportunities for digital skills training and support.
3. Devices that can access the internet, that are affordable and good quality, and meet their users' needs.
4. The ability, motivation, confidence, and physical space to safely access the internet.
5. Accessible services that are designed inclusively to meet the needs of service users.

The "digital divide" refers to the gap between those who have the elements outlined above, and those who do not. People who are disadvantaged or vulnerable in other ways are more likely to be digitally excluded, with this issue being closely linked to other inequalities. The importance of digital inclusion has been increased following the lockdowns during the COVID-19 pandemic. The benefits include access to essential services, education, information, social connection, employment opportunities, and reducing our impact on the environment by reducing travel. Poorer health, educational, and employment outcomes, and an increased risk of poverty can all be a result of digital exclusion.

We recognise that digital inclusion is a complex issue, and that those who are "digitally excluded" are hard to define. We acknowledge that anyone could be digitally excluded in their lifetime, that there is no one category of people who fit this label and that individuals might not consider themselves to be "digitally excluded". However, research carried out by the Local Government Association and

[Socitm Advisory](#) shows that there are groups who are more likely to be digitally excluded due to a range of different barriers. Therefore, we will place a particular emphasis on improving outcomes for:

- Young people
- Older people
- People living with disabilities or long-term health conditions
- People living in rural areas
- Refugees
- People with English as a secondary language
- People in lower income groups
- People with few qualifications
- People without a job
- People living in social housing
- Homeless people
- Small businesses
- Carers
- Care leavers
- Armed forces community
- Gypsy, Roma, and Traveller (GRT) communities
- People living with social deprivation

What are we already doing?

Our Digital Inclusion Strategy addresses our strategic priority of *Tackling Inequalities in Oxfordshire*. It also relates to the goals of Oxfordshire County Council strategies including our COVID-19 Recovery and Renewal Strategy, Equality, Diversity, and Inclusion (EDI) Framework, Voluntary and Community Sector Strategy, Climate Action Framework, Domestic Violence Strategy, the Oxfordshire Way, Director of Public Health's Annual Report, Social Value Policy, Consultation and Engagement Strategy, SEND Strategy, Agile Working Strategy, Digital and ICT Strategy, and our Delivering the Future Together values and behaviours.

In March 2020, Oxfordshire County Council signed-up to the Local Digital Declaration. This is a government initiative which is a commitment to design services that best meet the needs of citizens, challenge the technology market to offer flexible tools and services, protect citizens' privacy and security, and deliver better value for money.

Our Digital Infrastructure Strategy is ensuring that Oxfordshire has great connectivity. The Council has a dedicated team that has been improving broadband speeds and has seen Oxfordshire residents' access to superfast broadband grow from 69% in 2013 to over 98% today. The programme incorporates direct contract-driven interventions in areas of market failure, as well as collaboration with all telecoms suppliers/operators.

Digital connectivity is also included as a policy focus area within the Local Transport and Connectivity Plan (LTCP) as digital connectivity can help to reduce the need to travel by providing residents with the ability to work, shop and access services from home. When travel is required, digital connectivity is important for supporting Connected and Autonomous Vehicles and improves the journey experience for travellers using mobile phones for navigation, real time journey information or booking tickets. There are three digital connectivity policies in the LTCP that cover digital infrastructure, 5G technology and remote working. The remote working policy sets

out that the county council will work with stakeholders to ensure high quality internet connectivity and other necessary facilities are provided to all residents to reduce the need to travel and support remote working.

The Libraries and Heritage Strategy sets out several promises, priorities and actions that align to digital access and inclusion. The 2021 report 'Digital Inclusion and Exclusion in the Arts and Cultural Sector' published by Arts Council England and the Good Things Foundation provides a clear framework for the development of the digital offer across libraries and heritage. The Libraries and Heritage strategy builds upon Library services national universal offer around Information and Digital provision (Information and Digital | Libraries Connected). In line with this, Oxfordshire Libraries already deliver quality digital resources and support, enable individuals and communities to develop digital skills, and opportunities around creative and innovative technology.

Digital delivery has been growing across the library and heritage sectors and, in response to the pandemic, our services increased the volume and quality of our digital delivery. In 2021 the service carried out local research in partnership with the University of Oxford – 'Libraries on the Front Lines of the Digital Divide: The Oxfordshire Digital Inclusion Project Report', to collect data-driven insights on the digital needs of people who are under- or unconnected to the internet and other digital technologies. This review is the largest survey of the use of public computers in Oxfordshire ever undertaken and provided a unique opportunity to assess the status of our digital offer for our customers. The report emphasises the need to move away from the idea of teaching 'Digital Skills' and to focus instead on 'Digital Wellbeing': "Digital inclusion is not simply about technical competence; it is also about social inclusion. Digital needs are almost always embedded in social circumstances and needs." (p.18) Currently, all Oxfordshire libraries provide free access to Wi-Fi and 345 PCs (across 44 libraries) with trained staff and volunteer support to help people get online and access digital resources. Over 9,000 people a year access our Digital Helper and digital activity programmes, with digital support delivery to over 8,000 adults around online applications for bus passes, parking permits and Blue Badge permits.

Our Vision and Principles for a digitally inclusive Oxfordshire

Vision:

To ensure that everyone in Oxfordshire is empowered to access, and experience the wide-ranging benefits enabled by being digitally connected and confident. There are a diverse range of barriers within Oxfordshire, and we will work in partnership to ensure that no one is left behind.

Principles:

- We will work in partnership to address digital inclusion

- We will establish a shared definition and language of digital inclusion

- We will have an evidence-based approach and continue to research the digital divide

- We will continue to listen to our residents, councillors, partners, and stakeholders

Our strategy has three strands:

1. **Digitally Inclusive Communities** – We recognise that partnership is central to the success of digital inclusion, and will work together with partners, businesses, and residents to coordinate, align, and promote initiatives. We will commit to collaboratively developing a Digital Inclusion Charter for Oxfordshire which will set out principles for signatories to follow.

2. **Digitally Inclusive Service Delivery** – We will design and deliver our services with a consideration of digital inclusion and will ensure that the council's digital transformation does not sustain or increase the digital divide.

3. **Digitally Inclusive Workplace** – We will ensure that our staff, managers, and volunteers have the digital skills, connectivity and devices required for their roles and are included in digital communications.

Engagement process to date

In October 2021, OCC held a virtual roundtable discussion with approximately 35 partners from various organisations including Oxfordshire public, health, education, and voluntary sectors. In this session, we defined what digital inclusion means to us in Oxfordshire and set out the problem that needs to be addressed. We also discussed our vision for a digitally inclusive county, which included joined-up initiatives, digital inclusion by design, and ensuring that no one is left behind. The discussion also covered barriers that need to be overcome and identified support for those who will never want to be online, funding, duplication of resources due to a fragmented landscape, rurality, online safety, and the cost-of-living crisis as particular challenges. The principles that were identified as needing to underpin collaborative work include signposting access to support, sharing best practice, promoting the benefits of digital, embedding equality, diversity, and inclusion, and recognising that digital inclusion is about people, not just technology.

In April 2022, OCC undertook a programme of engagement with external and internal stakeholders. There were three virtual workshops focussed on the Digitally Inclusive Communities strand, with approximately 40 attendees. These workshops were on a range of themes relating to digital inclusion, such as education, isolation, local businesses, and organisations. It also included specific focus on groups who are more likely to be thought of as digitally excluded. Interviews were held with service users who have lived experience of digital exclusion or using our online services, to understand barriers in our service delivery. Finally, a further two virtual workshops were held with OCC staff about how the workplace can be made more digitally inclusive.

Digitally Inclusive Communities

Long-term ambitions:

- Digital access is not a barrier to education in Oxfordshire.

- Vulnerable children and families have access to support to raise household digital capacity and address digital disadvantage

- No one in Oxfordshire will be isolated from essential services by digital-by-default barriers, or a lack of connectivity.

- Oxfordshire businesses and organisations can recruit, train, retain and support their workforce with the necessary digital skills.

- Broadband connectivity across Oxfordshire is one of the best in the country.

We will commit to:

- Coordinating digital inclusion initiatives with partners, aligning funding opportunities and establishing principles for partnership working.

- Supporting the early years sector, schools, further education institutions, youth groups and alternative provision and higher education institutions to safely bridge the digital divide for young people and their families, in education and home settings.

- Ensuring that residential provision and other service access points have safe and suitable digital access to support learning and educational goals.

- Working with the early years sector and schools to engage, empower, and support parental digital literacy, to enable children to access digital platforms for schooling.

- Signposting residents to support around opportunities for digital skills learning on a range of devices and accessing good quality and affordable devices and connectivity.

- Capturing good practice and technological innovation from across a range of settings and sectors in Oxfordshire to share as inspiration for future possibilities.

- Focussing on getting gigabit capable broadband into rural communities to ensure more consistent access to highspeed internet connections across the county.

- Maximising investment in Oxfordshire by broadband infrastructure-build companies.

Digitally Inclusive Service Delivery

Long-term ambition:

- Innovative solutions to problems of digital exclusion are collaboratively developed and delivered in our services.
- Citizens of Oxfordshire are provided with a comprehensive, affordable, and accessible assistive technology offer that meets their needs.
- Our Libraries and Heritage Service provides digital opportunities for people to connect and create, learn, and grow together.

We will commit to:

- Designing, procuring, and updating systems, software, and websites to be fully compliant to relevant digital and accessibility legislation and government guidance.
- Piloting and adopting new and innovative assistive technology products and approaches.
- Ensuring that our catalogue of assistive technology products available to the public is accessible, affordable, and fit for purpose.
- Designing digital inclusion programmes that adapt to the needs of different audiences.
- Increasing community outreach and awareness of library services (especially in communities that might not know about the digital offer).
- Considering digital inclusion as part of our Social Value Policy, and in our commissioning responsibilities under the Social Value Act.
- Promoting digital inclusion through our supply chain.
- Considering the needs of those who are not digitally included in our Customer Services.

Digitally Inclusive Workplace

Long-term ambition:

- Technology that supports agile ways of working will facilitate communication and the ability to work well anywhere, any place, and at any time.
- Our staff, managers, councillors, and volunteers have the learning and development opportunities to develop digital skills.
- Initiatives to improve digital inclusion will be promoted and championed by our staff, managers, councillors, and volunteers.

We will commit to:

- Being at the forefront of real-world testing of new technology that will benefit our workforce and communities.
- Developing the physical ICT infrastructure and online/digital resource provision to meet growing and changing needs.
- Using technology that enables us and our 'customers' to get the best outcomes, and have flexibility, security and access through the right choice of channels.
- Promoting best practice for communicating digitally.
- Embedding and promote digital inclusion at an organisational level, particularly for our frontline, part-time, and non-desk-based staff.
- Continuing to ensure that staff who do not have regular access to digital services, due to the nature of their jobs, still have opportunities to access important information and engagement opportunities.
- Investing in staff capacity, digital mindsets, skills, knowledge, and willingness to deliver digitally.
- Supporting staff with technology that meets their different needs so no one is left behind, everyone delivers their best and can reach their potential.

Responsibility for delivering a Digitally Inclusive Oxfordshire

As part of Oxfordshire County Council's vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer, and healthier county, we recognise that considerations of digital inclusion need to be embedded into all we do. The diagram below sets out how we work together to deliver the Digital Inclusion Strategy:

Communities promote, signpost and develop digital inclusion intiatives which are central to enabling a digitally inclusive Oxfordshire

Councillors on the Cabinet provide direction to ensure that the council develops services that are planned and delivered in a digitally inclusive way

Portfolio Holder for Corporate Services champions digitally inclusive initiatives across the council and externally, and is responsible for the delivery of actions

Digital Inclusion

Senior Leaders set the vision and ambition for the values of a digitally inclusive Oxfordshire. They drive delivery of the action plan, designing inclusive services, and developing new digital inclusion initiatives

We will collaboratively develop a Digital Inclusion Charter with partners, that sets out principles for how we will work together

Our staff understand digital inclusion and its importance, and they have opportunities to develop digital skills. Managers plan, design, and deliver digitally inclusive services and actions, with a standardised approach to reporting and measuring the impact of digital inclusion initiatives

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How we will work in partnership

As a Council, we recognise that each organisation in the Voluntary and Community Sector (VCS), private, public, education and health sectors will have their own challenges, and are accountable for their own digital inclusion activities. We will align through partnership, with our digital inclusion charter being an example of this. We strongly value the range of work that is already ongoing to tackle digital exclusion in Oxfordshire, with the local VCS (with initiatives such as Getting Oxfordshire Online and the Connect! Project), City and District councils, and health sectors already carrying out a range of initiatives. Following our process of engagement, we heard and recognise that the digital inclusion landscape within Oxfordshire is fragmented, and that through the Council's strategy we can provide coordination and signposting around the range of important initiatives already ongoing.

Monitoring and reporting progress

The long-term ambitions and commitments of our Digital Inclusion Strategy are set every 3 years. Sitting beneath this strategy will be an annual action plan that will be published on our website. This reflects the different ways in which we are working to make our organisation, services, and our Oxfordshire communities more digitally inclusive. The action plans will have indicators to help us measure progress against our ambitions. We will engage in the development of our action plan each year and will seek feedback on our progress as part of the reporting process. An Annual Report will go to Cabinet and Scrutiny to update on the progress against the action plan, and any work outstanding.

References and resources

- [Getting Oxfordshire Online](#)
- [Libraries on the Frontline of the Digital Divide - The Oxfordshire Digital Inclusion Project Report](#)
- [Digital Inclusion Strategy - Birmingham City Council](#)
- [Digital Inclusion and Exclusion in the Arts and Cultural Sector, Good Things Foundation, July 2021](#)
- [Digital Exclusion and Health Inequalities - Good Things Foundation, August 2021](#)
- [The Charity Digital Skills Report 2021 - Skills Platform](#)
- [Fostering Digital Inclusion in Oxfordshire - Oxford University Student Consultancy Report for Oxfordshire Community Foundation](#)
- [Four essential steps for delivering digital inclusion projects and initiatives | Local Government Association](#)
- [A new tool: The Digital Exclusion Risk Index - Good Things Foundation](#)
- [UK Digital Poverty Evidence Interim Review - Digital Poverty Alliance](#)
- [Digital Inclusion Toolkit](#)
- [Broadband Coverage and Speed Test Statistics for Oxfordshire](#)
- [Including Everyone - Equalities, Diversity, and Inclusion Framework](#)
- [Digital Inclusion - Citizens Online](#)
- [Digital Infrastructure Strategy | Digital Infrastructure Programme (digitalinfrastructureoxfordshire.co.uk)](#)
- [Good Things Foundation - Improving lives through digital](#)
- [Libraries Connected](#)
- [Cornwall Digital Inclusion Strategy](#)

- [Digital Inclusion Strategy - Norwich City Council](#)

- [Age UK Briefing Paper - Living in a Digital World after Covid-19](#)

- [Digital Glasgow](#)

- [Digital Wigan](#)

- [Getting Online in Kensington and Chelsea](#)

- [Digital Inclusion Resources, Statistics and Reports - Digital Inclusion Toolkit](#)

- [Healthwatch - Rural Isolation in Oxfordshire Report, March 2022](#)

- [Digital Inclusion Innovation Programme - LOTI](#)

- [Evaluation of the Local Digital Skills Partnership](#)

- [100% Digital Leeds](#)

- [Mental Wellbeing Needs Assessment (oxfordshire.gov.uk)](#)

Alternative formats

If you require this document in an alternative format, i.e., easy read, large text, audio, Braille, or a community language, please get in touch.

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Home to School Transport Policy

Scrutiny Task Group

PROJECT PLAN

Agreed: 3 May 2022

Established by the People Overview and Scrutiny Committee on 17 February 2022

NOT FOR PUBLICATION

Version 1

Last Updated: *4 May 2022*

1

Contents

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1. Introduction

On 17 February 2022 the People OSC established a Scrutiny Working Group to consider the Home to School Transport Policy, as a Member Group to provide a review of the existing policy, identify financial pressures and the methods for achieving savings associated with the agreed 2022/23 budget, and make recommendations to Cabinet in accordance with the Council's stated strategic direction.

The Scrutiny Working Group will consult with officers, stakeholders and witnesses where necessary to gain an understanding of their issues and needs.

The Scrutiny Working Group will scrutinise the different elements of the policy, what is nationally mandated and what is determined by the County Council, how we assess the equalities implications and any moves to reduce carbon emissions.

The Scrutiny Working Group acknowledges that there may be some cross over findings into the Place Scrutiny Committee and scrutiny officers will provide appropriate connections to that Committee, where needed.

2. Membership of the Scrutiny Task Group

Membership:

Councillor Andy Graham (Chair)
Councillor Michael Waine
Councillor Juliette Ash
Councillor Kate Gregory
Councillor Ian Corkin (observer as Chair of People Scrutiny Committee)

3. Aims and Objectives

The terms of reference have already been set by the People Overview and Scrutiny Committee as follows:

RESOLVED – (1) That the report and the information presented be noted.

(2) That a Working Group be set up to consider the Home to School Transport Policy and the options for the policy, the impact on carbon emissions, the equalities implications.

(3) That if possible, the Working Group should meet before the next meeting of the Committee to consider the issue and agree a report and any recommendations to the Cabinet for submission to the next meeting of the People Overview and Scrutiny Committee for endorsement.

(4) That the membership of the Home to School Transport Policy Scrutiny Working Party is:
(Cllr Juliette Ash, Cllr Andy Graham, Cllr Kate Gregory and Cllr Michael Waine) with the following terms of reference:

i). to consider the Home to School Transport Policy and the options for the policy,

ii). to consider the impact on carbon emissions,

iii). to consider the equalities implications.

iv). to agree a report and any recommendations to the Cabinet for submission to the People Overview and Scrutiny Committee for endorsement

Out of Scope

TBC

4. Possible Outcomes for the Inquiry

The scrutiny working group will document its findings and any recommendations to the Cabinet in one or more reports that will be submitted to the Council's scrutiny committees and may thereafter be referred to the Cabinet for consideration and response.

Possible recommendations to the Cabinet include suggesting changes to the current policy in respect of eligibility and any associated impacts on reducing carbon and strengthening the equity of the policy's intention.

5. Limitations

The working group is keen to progress this work at reasonable pace but recognises that agreed work is already in progress in tandem with this review.

That is: -

- Commissioned work in order to make savings within the existing Home to School Transport Strategy

- Commissioned work in order to de carbonise our transport fleet with the organisation Gfleet.

Gfleet have been commissioned to produce two pieces of work regarding how we can decarbonise the Supported Transport Service, namely H2ST. The first piece of work is to inform the procurement strategy and they have until September 2022 to complete. This will be followed by the 2nd piece of work on our overall strategy, which will be towards the end of the year.

6. Stakeholders

Portfolio Holder(s):

Principal Portfolio Holder:

Councillor Liz Brighouse – Cabinet Member for Children and Young People

Other Relevant Portfolio Holders

Councillor Duncan Enright - Cabinet Member for Travel & Development Strategy

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Councillor Pete Sudbury - Cabinet Member for Climate Change Delivery and Environment

Officer Input

Kevin Gordon – Corporate Director, Children and Young People
Hayley Good - Deputy Director of Children's Services/ Education
Sandra Pearce – Supported Transport Manager
Neil Darlington – Service Manager (Education)

7.   **Evidence**

       Documentary Evidence and Reports

       Evidence should include oral and documentary evidence from a range of stakeholders and include an examination of best practice nationally.

       Reports:

       Expert Witnesses

       Members of the public
       Community Groups
       Anthony Kirkwood (OCC Officer) who uses Road Safety GB
       Gfleet – commissioned to provide a view on opportunities to become net zero by 2030
       Climate Change Team - OCC

8.   **Key Lines of Enquiry**

Colour coded to identify which KLOEs will be translated into which report for the task group to consider.

All items in red – report 1
Items in blue – report 2
Items in green – report 3

   Q1.   What are the current policy intentions?

   Q2.   What national guidance is available / expected?

   Q3.   What elements of the policy are based on national legislation?

   Q4.   What elements of the policy are discretionary (inc. spare seats scheme) and are therefore at the discretion of OCC?

   Q5.   What effect do the agreed budget savings associated with Council's budget 22/23 mean for the existing policy? Impact of this saving against global fuel prices.

   Q6.   What elements of the existing policy relate to equity?

Q7. To understand the appeal process, the legislative requirements, the effectiveness and consequences of it and opportunities for improvement

Q8. What are the ways in which we assess road and route safety part of the existing policy?

Q9. How do we ensure that H2ST contributes to reducing carbon emissions?

Q10. How do we ensure that H2ST contributes to progressing our legal duties under the equalities act?

Q11. Are there specific overlap issues across School Admissions Policy and the Home to School Transport Policy that create conditions for parental advantages unfairly and any issues in relation to a parent achieving their first choice school.

9. Equalities Implications

As above, but what are the equalities implications for the councils plans and targets for carbon reduction? (consider the Equalities Act Protected Characteristics).

10. Budgetary and Resource Implications

As above. Identification of the possible budgetary and resource implications to be investigated during the inquiry – eg existing resources, existing budget, possible savings, possible additional resources / budget requirements.

11. Publicity & Communications

TBC

12. Risks

The following potential risks to the Scrutiny Commission Inquiry have been identified:
- ► Time overrun- failure to deliver timely report, commitment of scrutiny officer support, commitment of staff in the service to support
- ► Lack of availability of key stakeholders and witnesses over consultation period
- ► Scope creep – failure to restrict investigations to terms of reference
- ► Lack of stakeholder buy-in.

13. Schedule of Meetings

Date of Meeting	Purpose of Meeting	Documentary Evidence/reports	Witnesses/inc officers
7 June 2022 10 AM County Hall **IN PERSON MEETING**	MEETING CANCELLED AT THE REQUEST OF SERVICE. ITEMS ROLLED INTO 16 JUNE MEETING.		
16 June (this meeting will take place after People OSC) **1.30pm IN PERSON MEETING**	To consider 2 papers covering items in green and blue at point 8		Gfleet Anthony Kirkwood Kunal Prasad
	Develop and issue interim report to Exec Member and People OSC by email		
19 July	Cabinet		
TIMESCALES AFTER THIS POINT WILL NEED TO BE REVISITED FOR ACCURACY			
September	Receive final output of the first Gfleet paper (Procurement Strategy)		Gfleet Kunal Prasad
10 November	People OSC		
December / January	Receive final output of second Gfleet paper		Gfleet Kunal Prasad

7

	People OSC		
February	Cabinet		

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Divisions Affected – All

PEOPLE OVERVIEW AND SCRUTINY COMMITTEE
16 JUNE 2022

WORK PROGRAMME
2022/23

Report by Director of Law And Governance

RECOMMENDATION

1.   **The Committee is RECOMMENDED to: -**

   1.1 Agree the Committee's work programme for the municipal year 2022/23;

   1.2 Note that the work programme is a document that is subject to change and Members can add, subtract and defer items as necessary;

   1.3 Agree to consider the work programme at each meeting of the Committee over the course of the municipal year alongside the Council's Forward Plan.

Executive Summary

2.   Sound preparation is essential to delivering an efficient and impactful overview and scrutiny function within the resources it has at its disposal. This paper provides the Committee with a considered working draft of its work programme for the year ahead.

Background

3.   Setting a Work Programme for each of the Council's scrutiny committees is an important stage in the Scrutiny process. An effective Scrutiny work programme will identify the key topics that Scrutiny will consider over the coming year. A well-planned Scrutiny Work Programme will help both Members and Officers plan their workloads as well as provide a clear picture to the public of planned Scrutiny activity.

4.   Scrutiny is a Member-led function within the Council and as such it is up to the scrutiny committee itself to determine its work programme. It is vital that members of Scrutiny take responsibility for both drawing up and managing their own work programme. The Work Programme is not approved by any body other than the Scrutiny Committee itself. The work programme is a document that is

subject to change and Members can add, subtract, and defer items as necessary.

5.   Committee and Executive Members, as well as Chief Officers at the County Council, have participated throughout the work programming process to arrive at the draft for consideration today. There remains much work still to do, particularly in respect of ensuring the scope and timings of items, but that can be clarified in due course.

Corporate Priorities

6.   Prioritising the health and wellbeing of residents, tackling health inequalities, supporting carers and the social care system and creating opportunities for children and young people to reach their full potential are stated ambitions within the Council's Strategic Plan agreed in February 2022.

Financial Implications

7.   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

8.   The law states that a Scrutiny Committee can:
(a) • Require a council officer or councillors to attend to answer questions
(b) • Require information to be provided that is held by the council
(c) • Require responses to recommendations
Specific Health Scrutiny powers set out in the Health and Social Care Act 2012 and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 provide:
 Power to scrutinise health bodies and authorities in the local area
 Power to require members or officers of local health bodies to provide information and to attend health scrutiny meetings to answer questions
 Duty of NHS to consult scrutiny on major service changes and provide feedback on consultations

Comments checked by: Anita Bradley

Anita Bradley, Director of Law and Governance and Monitoring officer.
Anita.Bradley@oxfordshire.gov.uk

Staff Implications

9.   None arising from this report.

Equality & Inclusion Implications

10.   None arising from this report.

Sustainability Implications

11.   None arising from this report.

Risk Management

12.   If Members do not have a work programme it cannot be guaranteed that the Committee will operate in a planned way as well as effectively hold the executive to account for the decisions and actions that affect their communities.

Consultations

13.   None arising from this report.

Anita Bradley
Director of Law and Governance and Monitoring Officer

Annex: None

Background papers: None

Other Documents: None

Contact Officer: Helen Mitchell, Interim Health Scrutiny Offiver

June 2022

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![Oxfordshire County Council logo]

Work Programme 2022/23
People Overview and Scrutiny Committee

Cllr I Corkin Chair | Tom Hudson tom.hudson@oxfordshire.gov.uk

COMMITTEE BUSINESS

Topic	Relevant strategic priorities	Purpose	Type	Report Leads
10 NOVEMBER 2022				
Review of reforms of children/adult transitions in social care (introduced in 2021)	Prioritise the Health and Wellbeing of Residents Tackle Inequalities in Oxfordshire	To understand current progress and plans for the future	Overview and Scrutiny	Cllr L Brighouse Kevin Gordon
Review of the ASC Market	Prioritise the Health and Wellbeing of Residents	To understand current challenges and opportunities	Overview and Scrutiny	Cllr T Bearder Karen Fuller
12 JANUARY 2023				
Update on Family Solutions Plus	Tackle Inequalities in Oxfordshire Create Opportunities for children and young people to reach their full potential	To understand current progress and plans for the future	Overview and Scrutiny	Cllr L Brighouse Kevin Gordon

Review of Support to Carers (all ages)	Create Opportunities for children and young people to reach their full potential	To understand current offer, effectiveness and the potential for improvements	Overview and Scrutiny	Cllr T Bearder Cllr L Brighouse Karen Fuller
30 MARCH 2023				
Review of the ASC and CSC Workforce	Prioritise the Health and Wellbeing of Residents	To understand current challenges and opportunities	Overview and Scrutiny	Cllr T Bearder Karen Fuller Kevin Gordon

SUB GROUP / WORKING GROUP

SUB GROUPS / WORKING GROUPS				
Name	**Relevant strategic priorities**	**Description**	**Outcomes**	**Members**
Food Strategy Action Plan September	Prioritise health and wellbeing	To review draft action plan and test its ambitions so to deliver the strategy.	To ensure better outcomes	TBC
Education Special Meeting with Regional Schools Commissioner, ESFA/OFSTED October	Create Opportunities for children and young people to reach their full potential	To understand the 'health' of Oxfordshire's schools.	To ensure better outcomes and strong performance To hold to account	Cllr M Waine - lead
The Youth Offer for Oxfordshire	Tackle Inequalities in Oxfordshire	To evaluate new developments in youth provision across Oxfordshire	To ensure better outcomes	Cllr Graham – lead TBC

	Create Opportunities for children and young people to reach their full potential			
Oxfordshire Family Centres	Tackle Inequalities in Oxfordshire

Create Opportunities for children and young people to reach their full potential | To assess current provision and the impact of transition funding. | To ensure better outcomes | Cllr Simpson – lead TBC |
| Home to School Transport (April 2022 – February 2023 | Tackle Inequalities in Oxfordshire

Create Opportunities for children and young people to reach their full potential | To review the existing policy and suggest amendments, where possible. | Policy development

To ensure better outcomes | Cllr Graham – lead |

BRIEFINGS FOR MEMBER INFORMATION

BRIEFINGS				
Name	**Relevant strategic priorities**	**Description**	**Outcomes**	**Members**
Health And Care Act 2022	Tackle Inequalities in Oxfordshire

Create Opportunities for children and young people to reach their full potential | Ensuring Member and officer understanding of the reforms to the NHS and SC as part of the Health and Care Act and its impact on Oxfordshire | To understand the new health landscape

To understand where accountability lies within an integrated system | All |

The Emerging Policy Climate for Children's Services / Education:	Tackle Inequalities in Oxfordshire Create Opportunities for children and young people to reach their full potential	Understanding the impact of the National SEND review/green paper, Opportunity for All White Paper, Josh McAlistair Review and the Health and Care Act and its translation for Oxfordshire. To include a review of reforms introduced by OCC on children/adults interface in 2021.	To understand the emerging policy landscape	All (in conjunction with HOSC)
The Emerging Policy Climate for Adults Services	Prioritise health and wellbeing Tackle Inequalities in Oxfordshire	Understanding the impact of the CQC assurance responsibilities, People At The Heart of Care white paper, the Health and Care Act and its translation for Oxfordshire.	To understand the emerging policy landscape	All (in conjunction with HOSC)

**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan
July - October 2022

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

Date Issued: 1 June 2022

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 online[2]. 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 online[3].

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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 *Councillor Liz Leffman*	Strategy; corporate and community leadership; strategic communications; major external partnerships; regional and strategic infrastructure and planning; economic growth and development; Districts Liaison
Deputy Leader of the Council and Cabinet Member for Children, Education & Young People's Services *Councillor Liz Brighouse OBE*	Children Social Care; Education; 0-5 Offer; Youth Offer
Cabinet Member for Corporate Services *Councillor Glynis Phillips*	Governance and Legal; HR and industrial relations; Cherwell partnership agreement; Broadband/ICT; Customer services; Communications
Cabinet Member for Community Services & Safety *Councillor Neil Fawcett*	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 *Councillor Dr Pete Sudbury*	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 *Councillor Tim Bearder*	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 *Councillor Duncan Enright*	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 *Councillor Calum Miller*	Finance; Property/Investments; Procurement
Cabinet Member for Adult Social Care *Councillor Jenny Hannaby*	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 & Equality *Councillor Mark Lygo*	Public Health; Covid Renewal; Voluntary Sector; Equalities

Cabinet Meetings

21 June 2022

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
HIF1 Grant Determination Agreement *(Ref: 2022/045)* GDA presented to Cabinet for consideration and approval.	Cabinet *(21 June 2022)*	Yes - Affects more than 1 division	Yes - Category 3 - Commercially Sensitive - Annex	N/A	Decision due date for Cabinet changed from 26/04/2022 to 24/05/2022. Reason: Further work required; subject to government negotiation. Decision due date for Cabinet changed from 24/05/2022 to 19/07/2022. Reason: Reviewing all capital projects due to global inflationary pressures. HIF1 decision will follow this. Decision due date for Cabinet changed from 19/07/2022 to 21/06/2022. Reason: To avoid delay to the future programme	Cabinet Member for Travel & Development Strategy	Hannah Battye, Growth Manager, Central Tel: 07808 573932	Corporate Director Environment & Place
HIF 2 Smart Corridor – Amendment of Grant determination Agreement / Deed of	Cabinet *(21 June 2022)*	Yes - Affects more than 1 division	Information relating to the financial or business	N/A		Cabinet Member for Travel & Development	Hannah Battye, Growth Manager, Central Tel: 07808 573932	Corporate Director Environment & Place

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Variation *(Ref: 2022/080)* To seek approval for GDA amendment / Deed of Variation.			affairs of any particular person (including the authority holding that information)			Strategy		
Local Transport and Connectivity Plan (LTCP) *(Ref: 2021/237)* To seek agreement of the LTCP document and supporting strategies for adoption by full Council in July 2022. **Joint Responsibilities:** Cabinet Member for Highway Management and Cabinet Member for Travel & Development Strategy	Cabinet *(21 June 2022)*	Yes - Affects more than 1 division	None	Key Stakeholders and Public		Cabinet Member for Highway Management, Cabinet Member for Travel & Development Strategy	Melissa Goodacre, Infrastructure Strategy Team Leader Tel: 07825 314780, Joseph Kay, Strategic Transport Lead Tel: 07827 979234	Corporate Director Environment & Place
National Bus Strategy - Enhanced Partnership *(Ref: 2021/214)* To seek approval of	Cabinet *(21 June 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 15/03/2022 to 26/04/2022. Reason: Further	Cabinet Member for Highway Management	John Disley, Infrastructure Strategy & Policy Manager Tel: 07767 006742	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
the Enhanced Partnership.					work required due to altered Government timescales. Decision due date for Cabinet changed from 26/04/2022 to 24/05/2022. Reason: Delayed Government funding announcement and revised submission deadline of end of May. Decision due date for Cabinet changed from 24/05/2022 to 21/06/2022. Reason: Delayed Government funding announcement and revised submission deadline of end of June			
SEND top-up funding for Schools *(Ref: 2022/064)* To update on the SEND Review:right support, right place, right time and to agree the SEND top-up funding for	Cabinet *(21 June 2022)*	Yes - Affects more than one division and revenue expenditure > £500,000	None	School Forum April 26th		Deputy Leader of the Council	Kate Bradley, Head of SEND Tel: 07584 262422	Corporate Director for Children's Services

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Schools.								
Vision Zero *(Ref: 2022/082)* Approve the County Council Vision Zero commitment.	Cabinet *(21 June 2022)*	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Highway Management	Paul Fermer, Assistant Director of Community Operations Tel: 07825 273984, Caroline Coyne, Assistant Project Manager	Corporate Director Environment & Place
Annual Performance Report 2021-2022 and Provisional Revenue Outturn 2021/22 *(Ref: 2022/067)* To note the report.	Cabinet *(21 June 2022)*	No	None	N/A		Cabinet Member for Finance, Cabinet Member for Corporate Services	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786, Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Corporate Director Customers, Organisational Development & Resources
Cabinet response to Transgender Motion from Council *(Ref: 2022/065)* To agree the recommendations set out in the paper.	Cabinet *(21 June 2022)*	No	None	N/A		Cabinet Member for Public Health & Equality	Emily Schofield, Acting Head of Strategy Tel: 07881 311707	Corporate Director Customers, Organisational Development & Resources
Provisional Capital Outturn 2021/22 *(Ref: 2021/225)* To note the performance against the capital programme for	Cabinet *(21 June 2022)*	No	None	N/A	Decision due date for Cabinet changed from 24/05/2022 to 21/06/2022. Reason: Correction to existing plan	Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
2021/22 as set out in the report.								
Treasury Management Annual Performance Report *(Ref: 2022/027)* Cabinet is asked to note the report and recommend Council to note the council's treasury management activity in 2021/22.	Cabinet *(21 June 2022)*	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance
Workforce Report and Staffing Data - Quarter 4 - January-March 2022 *(Ref: 2021/220)* Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.	Cabinet *(21 June 2022)*	No	None	N/A	Decision due date for Cabinet changed from 24/05/2022 to 21/06/2022. Reason: Further work required.	Cabinet Member for Corporate Services	Karen Edwards, Director of Human Resources Tel: 07825 521526	Director of Human Resources

19 July 2022

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A40 Access to Witney - Compulsory Purchase Order and Side Road Orders *(Ref: 2022/012)* To seek approval of the Statement of Reasons and Orders Plans and approval to make the Compulsory Purchase and Side Road Orders.	Cabinet *(19 July 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 26/04/2022 to 24/05/2022. Reason: Further work required. Decision due date for Cabinet changed from 24/05/2022 to 21/06/2022. Reason: Further work required. Decision due date for Cabinet changed from 21/06/2022 to 19/07/2022. Reason: Further work required.	Cabinet Member for Travel & Development Strategy	Arjen Bouwmeester, Senior Project Manager Tel: 07957602918	Corporate Director Environment & Place
Capital Programme Monitoring Report - May 2022 *(Ref: 2022/015)* Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet *(19 July 2022)*	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance

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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
Climate and Natural Environment Policy Statement *(Ref: 2022/028)* Agree a new Climate and Natural Enviornment Policy Statement.	Cabinet *(19 July 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 24/05/2022 to 19/07/2022. Reason: More engagement with Officers and Councillors.	Cabinet Member for Climate Change Delivery & Environment	Sarah Gilbert, Climate Action Team Leader Tel: 07867 467797, Nick Mottram, Environment Strategy Manager Tel: 07733 002171	Corporate Director Environment & Place
Cowley LTN Experimental TRO *(Ref: 2022/051)* To make permanent or remove.	Cabinet *(19 July 2022)*	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Highway Management	Naomi Barnes, Project Manager Tel: 07824 528681	Corporate Director Environment & Place
Didcot Garden Town HIF1 - Compulsory Purchase and Side Road Orders *(Ref: 2021/134)* To seek approval of the Statement of Reasons and Orders Plans and approval to make the Compulsory Purchase and Side Road Orders.	Cabinet *(19 July 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 19/10/2021 to TBA. Reason: Further work required. Decision due date for Cabinet changed from 19/10/2021 to 15/03/2022. Reason: Further work required. Decision due date for Cabinet changed from 15/03/2022 to 26/04/2022. Reason: Further work required.	Cabinet Member for Travel & Development Strategy	Timothy Mann, Senior Project Manager Tel: 07922 848408	Director of Growth & Economy

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Decision due date for Cabinet changed from 26/04/2022 to 24/05/2022. Reason: Further work required; subject to government negotiation. Decision due date for Cabinet changed from 24/05/2022 to 19/07/2022. Reason: Reviewing all capital projects due to global inflationary pressures. HIF1 decision will follow this.			
Oxfordshire-Cherwell Partnership Transition Plan *(Ref: 2022/071)* To approve the transition plans for the discontinuance of the Oxfordshire County Council – Cherwell District Council s113 Agreement.	Cabinet *(19 July 2022)*	Yes	None	N/A		Leader	Robin Rogers, Programme Director COVID Response Tel: 07789 923206	Interim Chief Executive
Provision of Services	Cabinet	Yes - Affects	None	N/A		Councillor	Rosie Winyard,	Corporate

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
for Adults and children affected by Domestic Abuse *(Ref: 2022/043)* Cabinet approval is sought for: permission to commence a procurement exercise for accomodation and support services for adults and children affected by domestic abuse and; provide a support service for perpatrators to reduce associated harms in line with the Domestic Abuse Act 2021.	*(19 July 2022)*	more than one division and revenue expenditure > £500,000				Mark Lygo	Interim Senior Public Health Principle	Director of Public Health & Wellbeing
Business Management & Monitoring Report - April/May 2022 *(Ref: 2022/016)* To note and seek agreement of the report.	Cabinet *(19 July 2022)*	No	None	N/A		Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786, Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Corporate Director Customers, Organisational Development & Resources, Director of Finance
Delegated Powers - July 2022 *(Ref: 2022/017)* To report on a quarterly basis any	Cabinet *(19 July 2022)*	No	None	N/A		Leader	Colm Ó Caomhánaigh, Committee Officer Tel: 07393 001096	Director of Law & Governance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call in.								
Digital Inclusion Strategy *(Ref 2022/021)* To seek approval of the Oxfordshire Digital Inclusion Strategy and agree the actions that the County Council will undertake.	Cabinet *(19 July 2022)*	No	None	N/A		Cabinet Member for Corporate Services	Elena Grant, Policy Officer Tel: 07825 403173	Corporate Director Customers, Organisational Development & Resources
Equality, Diversity and Inclusion Action Plan 2022-23 *(Ref: 2022/069)* To agree the equality, diversity	Cabinet *(19 July 2022)*	No	None	Internal		Cabinet Member for Public Health & Equality	Lauren Rushen, Policy Officer Tel: 07990 367851	Corporate Director Customers, Organisational Development & Resources

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
and inclusion action plan for 2022-23.								
Oxfordshire Strategic Rail Freight Interchange *(Ref: 2021/164)* To seek delegated authority for officers to respond in the council's statutory consultee role, to consultations on this proposed development, which, as Nationally Significant Infrastructure Project, falls outside the council's current Scheme of Delegation.	Cabinet *(19 July 2022)*	No	None	N/A	Decision due date for Cabinet changed from 16/11/2021 to 26/04/2022. Reason: Further work required. Decision due date for Cabinet changed from 26/04/2022 to 24/05/2022. Reason: To allow time for consultation process to start Decision due date for Cabinet changed from 24/05/2022 to 21/06/2022. Reason: The timetable for public consultation, which is outside OCC's control, has been revised. Decision due date for Cabinet changed from 21/06/2022 to 19/07/2022. Reason: The timetable for public consultation has been announced. It	Cabinet Member for Travel & Development Strategy	Joy White, Principal Transport Planner Tel: 07554 103522	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					will run from 9 May to 4 July. An earlier Cabinet meeting would not give officers time to digest the consultation materials and prepare the report.			
Oxfordshire Voluntary and Community Sector Strategy *(Ref: 2022/025)* To seek approval for the draft Oxfordshire Voluntary and Community Sector Strategy.	Cabinet *(19 July 2022)*	No	None	N/A		Cabinet Member for Public Health & Equality	Karina Russell, Senior Policy Officer Tel: 07917 921511, Emily Schofield, Acting Head of Strategy Tel: 07881 311707	Acting Head of Strategy

20 September 2022

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Banbury Local Cycling and Walking Infrastructure Plan (LCWIP) *(Ref: 2021/232)* To seek approval of the LCWIP policy for the Banbury (and neighbouring areas).	Cabinet *(20 September 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 21/06/2022 to 20/09/2022. Reason: Further time needed for stakeholder engagement to inform the plan.	Cabinet Member for Travel & Development Strategy	Eric Stevens, Principal Infrastructure Planner Tel: 07436 700673	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Highways Asset Management Strategy & Policy *(Ref: 2021/236)* To seek approval of the updated 2022-2027 Highways Asset Management Plan and new approach.	Cabinet *(20 September 2022)*	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Cabinet changed from 19/07/2022 to 20/09/2022. Reason: Further work required.	Cabinet Member for Highway Management	James Dance, Principal Officer - Asset Renewals Tel: 07392 318900	Corporate Director Environment & Place
Network Management Plan 2022-2027 *(Ref: 2021/238)* To seek approval of the content of the Network Management Plan 2022-2027.	Cabinet *(20 September 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 15/03/2022 to 24/05/2022. Reason: Further work required. Decision due date for Cabinet changed from 24/05/2022 to 20/09/2022. Reason: Further work required and wider consultation necessary.	Cabinet Member for Highway Management	Keith Stenning, Head of Service - Network Management Tel: 07584 581214	Corporate Director Environment & Place
Budget & Business Planning Report - 2023/24: September 2022 *(Ref: 2022/048)* To provide background and	Cabinet *(20 September 2022)*	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
context to the budget and business planning process for 2023/24.								
Business Management & Monitoring Report - June/July 2022 *(Ref: 2022/049)* To note and seek agreement of the report.	Cabinet *(20 September 2022)*	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance
Customer Experience Strategy *(Ref: 2021/235)* To seek approval and delegated responsibility to Portfolio Holder and Directors to implement the strategy.	Cabinet *(20 September 2022)*	No	None	N/A	Decision due date for Cabinet changed from 24/05/2022 to 20/09/2022. Reason: Further work required.	Cabinet Member for Corporate Services	Mark Haynes, Director for Customer & Culture Services Tel: 07586 479051	Corporate Director Customers, Organisational Development & Resources
Treasury Management Quarterly Report *(Ref: 2022/070)* Cabinet is asked to note the report and recommend Council to note the council's	Cabinet *(20 September 2022)*	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
treasury management activity for the first quarter of 2022/23.								
Workforce Report and Staffing Data - Quarter 1 - April to June 2022 *(Ref: 2022/050)* Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.	Cabinet *(20 September 2022)*	No	None	N/A		Cabinet Member for Corporate Services	Karen Edwards, Director of Human Resources Tel: 07825 521526	Corporate Director Customers, Organisational Development & Resources

Cabinet Member Meetings
Deputy Leader and Cabinet Member for Children, Education & Young People's Services

19 July 2022

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 Age Range Extension at Nettlebed Community Primary School *(Ref: 2022/072)*	Deputy Leader of the Council *(19 July 2022)*	No	None	Statutory Public Consultation		Deputy Leader of the Council	Barbara Chillman, Pupil Place Planning Manager Tel: 07554 103418	Corporate Director for Children's Services

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To seek statutory approval to lower the age range of Nettlebed Primary School to 3-11.								

Cabinet Member for Highway Management

23 June 2022

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bicester – various locations – new and amended waiting restrictions *(Ref: 2022/032)* A decision is sought on new and amended waiting restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 23/06/2022. Reason: Further work required.	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545, Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place
Oxford: E-scooter trial – continuation of enabling traffic regulation orders for duration of extended trial period *(Ref: 2022/053)*	Cabinet Member for Highway Management *(23 June 2022)*	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Highway Management	Ben Smith, Infrastructure Local Lead Central Tel: 07392 318877	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A decision is sought on the continuation of enabling traffic regulation orders for duration of extended trial period.								
Caversfield - Fringford Road and Aunt Ems Lane - proposed 40mph speed limit *(Ref: 2022/061)* A decision is sought on a proposed 40mph speed limit.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
Combe - proposed 20mph speed limit *(Ref: 2022/059)* A decision is sought on a proposed 20mph speed limit.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place
Crowmarsh - The Street - proposed reduction in length of waiting restrictions *(Ref: 2022/056)* A decision is sought on a proposed reduction in length of waiting restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Jon Beale, Traffic and Traffic Schemes Technical Officer Tel: 07860 330031	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
Didcot: B4493 Wantage Road - Proposed Waiting Restrictions *(Ref: 2022/003)* To seek approval of the proposals.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Highway Management changed from 24/03/2022 to 28/04/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 28/04/2022 to 23/06/2022. Reason: Further work required	Cabinet Member for Highway Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
East Hagbourne - proposed 20mph speed limit *(Ref: 2022/029)* A decision is sought on a proposed 20 mph speed limit restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A	Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 23/06/2022. Reason: Further work required.	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545, Jon Beale, Traffic and Traffic Schemes Technical Officer Tel: 07860 330031	Corporate Director Environment & Place
Faringdon Market Place - proposed extension of days of operation of market waiting restrictions *(Ref: 2022/054)* A decision is sought on the proposed	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Lee Turner, Principal Officer - Traffic Schemes Tel: 07917 072678	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
extension of days of operation of market waiting restrictions.								
Finmere - Mixbury - proposed 50mph speed limit *(Ref: 2022/055)* A decision is sought on a proposed 50mph speed limit.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736	Corporate Director Environment & Place
Garsington - Pettiwell - proposed waiting restrictions *(Ref: 2022/057)* A decision is sought on proposed waiting restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Jon Beale, Traffic and Traffic Schemes Technical Officer Tel: 07860 330031	Corporate Director Environment & Place
Middle Barton and Westcot Barton proposed 20mph and 30mph speed limits *(Ref: 2022/038)* A decision is sought on proposed 20 mph and 30mph speed limit restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A	Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 23/06/2022. Reason: Further work required.	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545, James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place
Oxford – David Walter Close - proposed	Cabinet Member for	No	None	N/A		Cabinet Member for	Anthony Kirkwood,	Corporate Director

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
waiting restrictions *(Ref: 2022/053)* A decision is sought on proposed waiting restrictions.	Highway Management *(23 June 2022)*					Highway Management	Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Environment & Place
Oxford: Ferry Hinksey Road - Proposed Amendment to Waiting Restrictions and Parking Places *(Ref: 2021/194)* To seek approval of the proposals.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Highway Management changed from 23/12/2021 to 27/01/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 27/01/2022 to 24/03/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 24/03/2022 to 28/04/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management	Cabinet Member for Highway Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736, Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					changed from 28/04/2022 to 23/06/2022. Reason: Further work required			
Oxford: Keble Road and Old Greyfriars St *(Ref: 2022/068)* A decision is sought on a proposed electric vehicle charging parking places.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Michael Deadman, Transport Development Control Lead Officer Tel: 07767 608992	Corporate Director Environment & Place
Radley - Whites Lane - proposed prohibition of motor vehicles *(Ref: 2022/058)* A decision is sought on a proposed proposed prohibition of motor vehicles.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Daniel Mowlem, Engineer - Road Agreements Team - C&W Engineering 1 Tel: 07393 001029	Corporate Director Environment & Place
Stoke Lyne - proposed 20mph and 30mph speed limits *(Ref: 2022/060)* A decision is sought on propsoed 20mph and 30mph speed limits.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Upper Heyford: Camp Road - Proposed Waiting Restrictions and Loading Bay *(Ref: 2022/010)* To seek approval of the proposals.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Highway Management changed from 24/03/2022 to 28/04/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 28/04/2022 to 23/06/2022. Reason: Further work required	Cabinet Member for Highway Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736, Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545	Corporate Director Environment & Place
Warborough - Thame Road - proposed waiting restrictions *(Ref: 2022/062)* A decision is sought on proposed waiting restrictions.	Cabinet Member for Highway Management *(23 June 2022)*	No	None	N/A		Cabinet Member for Highway Management	Aaron Morton, Engineer (Road Agreements Team - SV Engineering 1) Tel: 07393 001028	Corporate Director Environment & Place

21 July 2022

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxford- A40 junction with Blandford Avenue and Davenant Road – proposed access	Cabinet Member for Highway Management	Yes	None	N/A	Decision due date for Cabinet Member for Highway Management	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
restrictions and traffic calming measures *(Ref: 2022/037)* A decision is sought on a proposed proposed access restrictions and traffic calming measures.	*(21 July 2022)*				changed from 26/05/2022 to 21/07/2022. Reason: Further work required		591545, Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	
Witney - Proposed 20mph Speed Limits *(Ref: 2022/024)* To seek approval of the proposals.	Cabinet Member for Highway Management *(21 July 2022)*	Yes - Affects more than 1 division	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Highway Management changed from 28/04/2022 to 26/05/2022. Reason: Further work required Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 23/06/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 23/06/2022 to 21/07/2022. Reason: Further work required.	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545	Corporate Director Environment & Place
Burford: A361 Priory	Cabinet	No	None	N/A		Cabinet	James Wright,	Corporate

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Lane by Co-op store *(Ref: 2022/074)* A decision is sought on a proposed loading bay.	Member for Highway Management *(21 July 2022)*					Member for Highway Management	Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Director Environment & Place
Charlbury: proposed extension of 30mph speed limit, traffic calming measures and waiting restrictions *(Ref: 2022/077)* A decision is sought on a proposed extension of the 30mph speed limit on the B4026 Spelsbury Road, additional waiting restrictions and traffic calming build out.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A		Cabinet Member for Highway Management	James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place
Garsington: Wheatley Road – proposed zebra crossing *(Ref: 2022/076)* A decision is sought on a proposed zebra crossing.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Oxford: Reliance Way – proposed waiting	Cabinet Member for	No	None	N/A		Cabinet Member for	Vicki Neville, Technical Officer,	Corporate Director

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
restrictions *(Ref: 2022/078)* A decision is sought on proposed waiting restrictions.	Highway Management *(21 July 2022)*					Highway Management	Parking Management Tel: 07917 921437	Environment & Place
Oxford: Various sites *(Ref: 2022/073)* A decision is sought on proposed electric vehicle charging parking places.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A		Cabinet Member for Highway Management	Elizabeth Bohun, Lead Technologist EV Integration Tel: 07774 335687	Corporate Director Environment & Place
Oxford: Various sites – proposed amendments to parking permit eligibilty *(Ref: 2022/075)* A decision is sought on proposed amendments to parking permit eligibility.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A		Cabinet Member for Highway Management	Christian Mauz, Technical Officer Tel: 07392 318873	Corporate Director Environment & Place
South and Vale districts various locations – proposed new and deleted Disabled Persons parking Places *(Ref: 2022/036)* A decision is sought	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A	Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 21/07/2022. Reason: Further work required.	Cabinet Member for Highway Management	Tim Shickle, Group Manager - Traffic & Road Safety Tel: 07920 591545, Anthony Kirkwood, Principal Engineer - Traffic	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
on proposed new and deleted disabled persons parking places.							& Road Safety Tel: 07392 318871	
Sydenham: B4445 traffic calming measures *(Ref: 2022/079)* A decision is sought on proposed traffic calming measures.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	N/A		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Wantage: A417 at Eastern Access to Crab Hill Development - Bus Lane Access *(Ref: 2021/181)* To seek approval of the proposals.	Cabinet Member for Highway Management *(21 July 2022)*	No	None	Key Stakeholders and Local Residents	Decision due date for Cabinet Member for Highway Management changed from 23/12/2021 to 27/01/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 27/01/2022 to 24/03/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from	Cabinet Member for Highway Management	Michael Deadman, Transport Development Control Lead Officer Tel: 07767 608992	Corporate Director Environment & Place

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					24/03/2022 to 26/05/2022. Reason: Further work required. Decision due date for Cabinet Member for Highway Management changed from 26/05/2022 to 21/07/2022. Reason: Further work required			

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OXFORDSHIRE COUNTY COUNCIL

Action and Recommendation Tracker
People Overview and Scrutiny Committee

Councillor I Corkin, Chair | Tom Hudson, Principal Overview and Scrutiny Officer,
tom.hudson@oxfordshire.gov.uk

The action and recommendation tracker enables the Committee to monitor progress against agreed actions and recommendations. The tracker is updated with the actions and recommendations agreed at each meeting. Once an action or recommendation has been completed or fully implemented, it will be shaded green and reported into the next meeting of the Committee, after which it will be removed from the tracker.

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Completion date	Last reviewed	Update/response

KEY	No progress reported	In progress	Complete