



Notice of a Meeting

People Overview & Scrutiny Committee

Thursday, 14 September 2023 at 10.00 am

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

These proceedings are open to the public

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

However, that will not allow you to participate in the meeting.

Membership

Chair - Councillor Nigel Simpson

Deputy Chair - Councillor Sally Povolotsky

<i>Councillors:</i>	Imade Edosomwan	Jenny Hannaby	Liam Walker
	Trish Elphinstone	Nick Leverton	
	Andy Graham	Michael Waine	

<i>Co-optees:</i>	Ruth Bennie	Fraser Long
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Notes: ***Date of next meeting:*** 9 November 2023

For more information about this Committee please contact:	
Committee Officer	<i>Scrutiny</i> <i>Email: scrutiny@oxfordshire.gov.uk</i>

Martin Reeves
Chief Executive

September 2023

What does this Committee review or scrutinise?

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

How can I have my say?

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

About the County Council

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

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

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

About Scrutiny

Scrutiny is about:

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

Scrutiny is NOT about:

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

What does this Committee do?

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

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

A hearing loop is available at County Hall.

AGENDA

1. **Introduction and Welcome**
2. **Apologies for Absence and Temporary Appointments**
3. **Declaration of Interests - see guidance note on the back page**
4. **Minutes** (Pages 1 - 6)

To approve the minutes of the meeting held on 13 July 2023 (**POSC4**) and to receive information arising from them.

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

5. **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. To facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9.00 a.m. four working days before the meeting, i.e., 9.00 a.m. on Friday 08 September 2023. Requests to speak should be sent to scrutiny@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that, if the technology fails, your views can still be taken into account. A written copy of your statement can be provided no later than 9.00 a.m. two working days before the meeting. Written submissions should be no longer than one A4 sheet.

6. **Education Commission**

The Education Commission report will be submitted to Cabinet at its meeting on 19 September 2023 and will be published on 11 September 2023.

Gail Tolley, the Independent Chair of the Commission, Cllr Liz Brighthouse, Cabinet Member for Children, Education, and Young People's Services, Stephen Chandler, Interim Executive Director: People, Transformation, and Performance, Anne Coyle, Interim Corporate Director: Children's Services, and Lynda Poole, Interim Deputy Director: Education, have been invited to present the report and to answer the Committee's questions.

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

7. **Adult Social Care Demand Management and Assurance** (Pages 7 - 26)

The Committee requested a report to understand trends in performance.

Cllr Tim Bearder, Cabinet Member for Adult Social Care, Karen Fuller, Interim Corporate Director: Adult Social Care, and Victoria Baran, Interim Deputy Director of Adult Social Care, have been invited to present the report and to answer the Committee's questions.

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

8. Review of the Digital Inclusion Action Plan (Pages 27 - 54)

The Committee requested a report to review progress made against actions in the Digital Inclusion Action Plan over the last year, and to consider the degree to which the actions contributed to the achievement of their intended objectives.

Cllr Glynis Phillips, Cabinet Member for Corporate Services, and Susannah Wintersgill, Director of Communications, Strategy, and Insight, have been invited to present the report and to answer the Committee's questions.

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

9. Local Area Partnership SEND Inspection

It is anticipated that the report following the visit of Ofsted and the Care Quality Commission will have been published before the Committee meets.

In the event that it has, Cllr Liz Brighouse, Deputy Leader of the Council and Cabinet Member for Children, Education, and Young People's Services, has been provisionally invited to answer questions on the report and will be accompanied by Stephen Chandler, Interim Executive Director: People, Transformation, and Performance; Anne Coyle, Interim Corporate Director for Children's Services; Lynda Poole, Interim Deputy Director for Education; Jean Kelly, Deputy Director for Children's Social Care.

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

10. Action and Recommendation tracker

To consider an updated on previously agreed actions and recommendations.

The Committee is recommended to **NOTE** the status of current actions and recommendations having raised any questions on their contents.

Report to follow

11. **Work Programme and Cabinet Forward Plan** (Pages 55 - 124)

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

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

Close of meeting

Councillors declaring interests

General duty

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

What is a disclosable pecuniary interest?

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

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

Declaring an interest

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

Members' Code of Conduct and public perception

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

Members Code – Other registrable interests

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

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

Other registrable interests include:

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

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

Members Code – Non-registrable interests

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

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

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

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

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

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

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Agenda Item 4

PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 13 July 2023 commencing at 10.00 am and finishing at 11.30 am

Present:

Members: Councillor Nigel Simpson – in the Chair

Councillor Sally Povolotsky (Deputy Chair)
Councillor Imade Edosomwan
Councillor Trish Elphinstone
Councillor Andy Graham
Councillor Nick Leverton
Councillor Bethia Thomas
Councillor Michael Waine
Ruth Bennie

By Invitation: Councillor Liz Brighthouse, Cabinet Member for Children, Education, and Young People's Services

Officers:

Richard Doney, Scrutiny Officer
Anne Coyle, Interim Corporate Director for Children's Services
Stephen Chandler, Interim Executive Director: People, Transformation, and Performance
Jean Kelly, Deputy Director for Children's Social Care
Caroline Kelly, Lead Commissioner – Start Well

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting [, together with a schedule of addenda tabled at the meeting/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

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

The Chair welcomed members and officers to the meeting.

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

Cllr Walker had submitted his apologies.

3/23 DECLARATION OF INTERESTS - SEE GUIDANCE NOTE ON THE BACK PAGE

(Agenda No. 3)

There were none.

4/23 MINUTES OF 30 MARCH 2023

(Agenda No. 4)

It was requested that it be checked whether Cllr Walker had attended the meeting on 30 March.

An amendment was agreed to 7/22 to include “and all educational data.” The Interim Executive Director: People, Transformation, and Performance, advised the Committee that it would be preferable for the Committee to consider the data in public at the earliest opportunity. The Committee agreed to **DELEGATE** to the working group to make recommendations, in consultation with the Chair and Vice-Chair, directly to Cabinet if necessary and that it should report to the Committee as soon as was practicable.

The Cabinet Member for Children, Education, and Young People’s Services advised the Committee that, in previous years, verified results data had been considered in an all-member session in January. The Committee agreed that such a member session seminar should also be organised at that point.

An amendment to 8/22 was agreed to include “including the option of a moratorium being considered by the Committee” before “the Committee resolved to **AGREE**” in the second paragraph.

With these amendments, the Committee resolved to **AGREE** the minutes of 30 March 2023.

5/23 MINUTES OF 30 JUNE 2023

(Agenda No. 5)

The Committee resolved to **AGREE** the minutes of 30 June 2023. Arising from its discussion at the extraordinary meeting on 30 June, the Committee resolved to **AGREE** the following recommendation to Cabinet arising from its discussion at its meeting on 30 June 2023:

That the Council, insofar as it can within any potential restrictions relating to confidentiality, provides assurance to local parents and carers that the Council has taken significant steps to address its underperformance around SEND via a press statement detailing the recent changes within Children’s Services.

6/23 PETITIONS AND PUBLIC ADDRESSES

(Agenda No. 6)

There were none.

7/23 CHILDREN'S SOCIAL CARE PLACEMENT SUFFICIENCY, MARKET MANAGEMENT, AND FOSTERING
(Agenda No. 7)

Cllr Liz Brighthouse, Cabinet Member for Children, Education, and Young People's Services, Stephen Chandler, Interim Executive Director: People, Transformation, and Performance, Anne Coyle, Interim Corporate Director for Children's Services, and Jean Kelly, Deputy Director Children's Social Care, attended the meeting to speak to the report the Committee had requested on children's social care placement sufficiency as well as market management and fostering.

The Interim Corporate Director for Children's Services gave an overview of the report and introduced the Deputy Director Children's Social Care and the Lead Commissioner to the Committee and commended them for their work.

The number of Children We Care For (CWCF) in Oxfordshire had been rising and that corresponded with what had happened in other areas of the country. There were challenges across the system and Oxfordshire had not been immune from them. However, the Committee's attention was drawn to the numbers having reduced and the successful targeting of the service's work.

The report sought to demonstrate that the right strategic and operational approach was in place to ensure that the Council has the right number of CWCF in the right placements at the right time. It reported on the numbers over the past 12 months. There was a project supported by the Department for Education regarding hubs.

The number of children had been rising which corresponded what happened in other areas of the country. There were challenges throughout the system on how children were supported from a partnership perspective but that was strengthening. The Council had been looking very closely at the children it supported ensure that they only became CWCF where that was personally appropriate. The numbers had reduced as a result of purposeful activity.

There had been increased oversight and scrutiny from senior officers to ensure the best child-centred decisions were made. Work was to continue but there was a commitment to consider each child carefully as an individual.

Support for the workforce was key and building its confidence to work best in a child-focused approach was essential.

In discussion with the Committee, the following points were noted:

- That excellent outcomes for children were essential and that the Council needed to ensure that the leadership was supported in the work that was necessary to arrive at those outcomes;
- That the Workforce Development Board was considering the wellness of staff and recognised there was a national challenge around children's social work. It was important to have sensible caseloads for social workers so that effective work was possible. Because of the work undertaken in 2022 to reduce the number of children in the system, the average is approximately 18

or 19 per social worker. Newly qualified social workers have a maximum of 12 and Heads of Service are alerted when a social worker reaches 20 to manage that. Consistent progress had been made in the past 10 months.

- The end of year figures for agency social care staff was 10% which was lower than south-east statistical neighbours. The Council's turnover was 12% compared to an average of 17% and so progress was being made.
- A recruitment campaign was planned but was not yet in a position to be launched. There was a commitment to wanting the right skills for social workers in Oxfordshire and a commitment to 'growing our own'. Agency workers were sometimes necessary for a variety of reasons.
- One member had recently joined the fostering panel. The reintroduction of what had been the corporate parenting panel was welcomed by the Committee.
- Council services had been considered paternalistic, exacerbated by COVID, but partnership with families was important. There were levels of need and intervention and interference were sometimes necessary but not always.
- Unregistered placements for children were present in all local authorities. Last year, there were 15 such in the county with very complex needs, often rooted in trauma. Courageous professional conversations were necessary to deliver placements for some children who were particularly complex to place. That number had reduced to one but had risen slightly again. There was optimism that this would very soon reduce again as those children moved to registered provision. The costs of supporting some of those children was in the region of £30k per week given the complexity of their need and the Interim Corporate Director and her team had been working closely with Health services to ensure effective and efficient partnership.
- The Council had been successful in its bid to purchase four homes, including one or two that would enable staffing ratios to support those unable to live with others. These homes would be provide accommodation for CWCF that was owned by the Council and which the Council would manage.
- The Oxfordshire aspect of the Link Programme, a regional programme covering Oxfordshire, Berkshire, and Buckinghamshire, which had been developed to support young people with a range of needs whom professionals, families, and carers found it difficult to help had been launched.
- The Council was keen to join a regional recruitment campaign for foster carers and had increased its foster care allowances to be more competitive.
- There was a mandatory national transfer scheme which required local authorities to accept children arriving who need placement on a rota basis. Until last year, each local authority had a percentage take linked to the population of the authority. Oxfordshire was currently expected to receive 148 children but had fewer than that. The Council had bespoke supported placements which it was seeking to broaden. A large proportion of those arriving were in their mid- to late-teens which had an impact on the number of care leavers.

The Committee was grateful for the information provided by officers and requested an update to the Committee on the work of Adopt Thames Valley to a future meeting.

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

8/23 SEND TASK AND FINISH GROUP

(Agenda No. 8)

Cllr Povolotsky advised the Committee that the group had created a Teams channel to enable easy collaboration between its members as they prepared to undertake evidence-gathering over the summer amongst practitioners, parents, and carers.

9/23 ACTION AND RECOMMENDATION TRACKER

(Agenda No. 9)

The Scrutiny Officer advised the Committee that he would seek to update the action and recommendation tracker as far as possible before the Committee next met.

10/23 WORK PROGRAMME AND CABINET FORWARD PLAN

(Agenda No. 10)

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

11/23 CABINET RESPONSES TO SCRUTINY RECOMMENDATIONS

(Agenda No. 11)

The Committee resolved to **NOTE** the response from Cabinet to the recommendations in the report of the Home to School Transport Working Group and requested an update on recommendation 5 on whether legal advice had been received and what the outcome had been. The Chair of the Working Group, Cllr Graham, expressed his thanks to the parents who had helped the Council make such significant progress on its journey.

The Committee agreed that it should seek an update on how the scheme was operating on its work programme in January and later in the academic year.

..... in the Chair

Date of signing

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Divisions Affected - All

People Overview and Scrutiny Committee

14 September 2023

Adult Social Care Assurance Update

**Report by Karen Fuller, Interim Corporate Director of
Adult Social Care**

RECOMMENDATION

1. **The Committee is RECOMMENDED to**
 - Note the update provided on preparations for the implementation of CQC Assurance
 - Note the update provided on key areas of strength and work being undertaken on key priority areas for development

Executive Summary

2. This report provides an update on work undertaken to prepare for the introduction of CQC Assurance of Local Authorities and the outcomes of self-assessment work. It includes information on the approach that CQC will take to assurance and the role of Scrutiny and Elected Members. The report highlights our identified key strengths and key priority areas for development.

Background

- 3.1 The Health and Care Act 2022 introduced a new duty for the CQC to independently review and assess how Local Authorities are delivering their Care Act functions. From 1st April CQC has powers to assess local authorities in England, looking at how well they meet their duties under the Care Act (2014).
- 3.2 CQC has published interim guidance on their approach to Local Authority Assessment ([here](#)) and their draft assessment framework on 20th March 2023 ([here](#)). Between April and September 2023, CQC has been undertaking an initial assessment phase reviewing published data and documentation across all local authorities with a focus on two quality statements:

- Care provision, integration and continuity
 - Assessing needs
- 3.3 The purpose of this work was to seek insight into access to care and support, commissioning, market shaping, workforce and personalisation. They will not publish data or evidence at an individual local authority level at this stage but publish a thematic review of their findings in the autumn.
- 3.4 During this period, they have also been undertaking five pilot assessments in order to further develop their approach to local authority assessments and ensure it is meaningful and effective. This follows on from two test and learn activities undertaken in 2022 with Manchester City Council and Hampshire County Council. The five pilot sites are:
- Birmingham City Council
 - Lincolnshire County Council
 - North Lincolnshire Council
 - Nottingham City Council
 - Suffolk County Council
- 3.5 CQC are currently developing how they will select the first local authorities to be assessed and will incorporate their learning from the pilots into their approach. Formal assessments will start later in 2023 and it is anticipated that all local authorities will be assessed during a 'baseline' period up until August 2025. The CQC will work with local authorities, DHSC, the LGA and ADASS about how best to publish their findings and will only start to do so when they have gathered enough evidence to make a judgement.
- 3.6 Responding to the new assessment and assurance approach will require support from the whole council and from elected members. Learning from recent LGA peer reviews, which have been modelled to support local authorities in their preparation for assurance, has indicated the vital role of political leadership and the role of scrutiny in providing challenge and oversight for adult social care will be a key part of this.

Assurance Preparation

- 4.1 CQC will assess local authorities against four key themes supported by a series of 'I statements' and quality statements. The themes and quality statements are:

Theme 1: Working with people

- Assessing needs
- Supporting people to live healthier lives
- Equity in experiences and outcomes

Theme 2: Providing support

- Care provision, integration and continuity
- Partnership and communities

Theme 3: How the local authority ensures safety within the system

- Safe systems, pathways and transitions
- Safeguarding

Theme 4: Leadership

- Governance, management and sustainability
- Learning, improvement and innovation

Approach to Self-Assessment

- 5.1 During the assurance process CQC will request a range of evidence from local authorities. A key element of this will be a self-assessment providing an authentic narrative describing adult social care, supported by data and personal experience. This self-assessment will be an iterative document providing an opportunity to set out Oxfordshire's narrative, describe our strategy, offer reflection of our key strengths and ambitions and outline our plans for continuous improvement.
- 5.2 There has been robust engagement with a wide range of staff groups in the development of the self-assessment and a supporting library of evidence. Care providers have been engaged through workshops held in January and February regarding our market sustainability planning, and a survey for care providers invited their views on how we work with them. Feedback from this has been built into our self-assessment narrative. The views of people with lived experience are a key element of the new CQC assurance framework. Adult Social Care is committed to co-design and keeping the voice of people who use services at the heart of everything we do. The initial self-assessment has drawn on both pre-existing sources of evidence of local people's views and listening events held in local areas and learning from these has been incorporated into our assessment and action plan.
- 5.3 The conclusions from this self-assessment will be tested with partners, staff, providers and people with lived experience and an External Reference Group which is currently in development will provide support and challenge to this process. A quarterly process of formal refresh and review has been implemented and will ensure that there is robust oversight of implementation of improvement and delivery of key priorities.
- 5.4 Our self-assessment identifies the 'golden thread' between the council corporate priorities and Adult Social Care service priorities. It emphasises that the [Oxfordshire Way](#) is our vision to support the people of Oxfordshire to live well in their community and remain fit and healthy for as long as possible. The Oxfordshire Way priorities set the context for our self-assessment, demonstrating

our ambition to promote resilience, independence and the strength of community assets.

Ownership of Assurance Preparation

- 6.1 It is recognised that our assurance preparation, self-assessment, and continuous improvement journey are key elements of living our values and always learning. As such our preparation for assurance is owned by senior leaders, supported by an Assurance Lead (post currently being recruited to) and programme management support.
- 6.2 There is a robust governance process in place with a Quality and Assurance Project Board that has driven development of our self-assessment and maintains oversight of the improvement plans. The Senior Responsible Officer is the Interim Deputy Director for Adult Social Care. The Board reports to Adult Social Care Directorate Leadership team, Senior Leadership Team and Informal Cabinet through monthly updates. There is an established process for the escalation of risk.

Self-Assessment Key Strengths

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

- 7.2 The Oxfordshire Way is our vision for adult social care, a compelling narrative for the transformation of adult social care which we have been implementing over the past two years. It is unique because it is co-created and owned by Adult Social Care, the Social and Healthcare Team and the voluntary sector at all levels. The Oxfordshire Way is focused on providing people with the ability to identify and use their own strengths and assets to support themselves through person, local and system assets to 'keep them in the centre'. We want the people of Oxfordshire to live well in their community, remaining fit and healthy for as long as possible.
- 7.3 Oxfordshire Way priorities are for
- Greater resilience within our communities
 - Increased independence and social connections
 - A better experience for people who are seeking or receiving support
 - Greater satisfaction for people in need of support, our communities and our partners
 - Improved relationships and ways of working for staff and colleagues
 - Reduced demand on formal care services due to proactive and preventative community outreach.
- 7.4 The Oxfordshire Way underpins everything we do and illustrates our commitment to prevention, innovation, and work in partnership with the voluntary sector and other partners. Partners are embedded in governance including in the Promoting Independence and Prevention Group and Transformation Group, which support and drive delivery of our prevention agenda and the Oxfordshire Way.
- 7.5 Prevention is at the heart of our approach through a range of strategies including a robust [multi-agency prevention framework](#) overseen by the Health and Wellbeing Board, a [mental health prevention framework](#) and [Community Mental Health Framework](#).
- 7.6 We have robust processes in place to signpost and provide information to those who do not need formal services. We have a strong information offer through our [Live Well Oxfordshire](#) website which attracted over 80,000 visits last year, an increase of 36% since the previous year, and which we have been working to redesign in co-design with people with lived experience. We commission Age UK to provide [Community Links Oxfordshire](#) which gives residents local information and connects them into their community. Community Links Oxfordshire supports people to be as independent as possible and live life to the full, the way they want to. It ensures people are enabled to find out about what support and opportunities exist in their local area. As a result of this kind of innovative preventative working our customer service centre resolved 75% of issues at the point of first contact in the last year.
- 7.7 We have a strong focus on supporting people in communities through initiatives such as community capacity grants, additional extra care housing places and an all-age accommodation framework for people with complex needs.

Community capacity grants are demonstrating real impact on people's lives through supporting small organisations who work more directly with our communities. For example, a grant of £9282 to [Gig Buddies](#) has enabled them to bring together volunteers with members with learning disabilities to support them to do fun and interesting things like going to football matches, concerts or museums. Daybreak, a charity specialising in providing activities for people with dementia and offering respite for carers has benefited from [a grant of £9809](#) that has supported them to work with more than 1500 people by funding specialist equipment, nutritious meals and further staff training.

- 7.8 As part of the Oxfordshire Way and our commitment to doing things differently the council commissioned Community Catalysts to stimulate the growth of micro-enterprises, focused on parts of the county where traditional care providers have a lower presence. This resulted in 81 community micro enterprises (CMEs) currently supporting 1,028 people with 3,214 hours of support.
- 7.9 Oxfordshire Community and Voluntary Action host '[communities of practice](#)' bringing together people who work with adults in the community. They are a way for staff and volunteers from the community and voluntary sector, social services, primary care, housing associations and more to come together, discuss, learn, and collaborate.
- 7.10 Through implementation of the Oxfordshire Way, we have seen a 23% reduction in the number of people waiting for a social care assessment since April 2021, and the longest wait time for an assessment fell by 40%. This is an ongoing improvement journey which requires relentless focus, and we continue to work with our partners to implement change and improve timeliness and outcomes. A video highlighting the impact of the Oxfordshire Way for local people can be found [here](#).
- 7.11 Our ASCOF outcomes for 2021/2022 (most recently published data) demonstrate that we perform better than average on 64% of all measures. Service users and carers say our services impact positively on their lives, that they have choice and control over their lives and services and carers tell us we consult them in decisions about the person they care for. In 2022/23 we have seen an increase in overall satisfaction with services (increased by 0.8%) and a continued improvement in the already high number of working age adults we support at home rising by 0.3% over the last 12 months, together with a reduction in care home admissions.
- 7.12 Health, Education and Social Care Joint Commissioning Team (HESC) was established in spring 2021 to deliver the Joint Commissioning Executive's (JCE) programme for Oxfordshire. The JCE is the formal governance forum between the council and NHS with delegated authority for the integration and transformation of commissioning arrangements. JCE Terms of Reference are being reviewed in the light of the establishment of the Integrated Care Board (ICB) and the development of Provider Collaboratives.

- 7.13 The HESC team forms part of the Corporate Directorate of Adult Services in Oxfordshire County Council (OCC); it comprises staff employed by the council and the NHS (BOB ICB) with some posts designated specifically as integrated roles.
- 7.14 An important element of HESC's role is the commissioning of integrated services funded through extensive pooled budgets (over £400m in 2023/24), governed by the Section 75 Agreement between the county council and ICB. However, children's services are not covered by the S75, and the work of the Brokerage, Quality Improvement and Strategy & Innovation teams are not jointly funded.
- 7.15 Our Better Care Fund plan was developed with partners including health and voluntary sector, through stakeholder workshops targeting prevention, delay to formal support, a Home First approach to hospital discharge, health inequalities and integrated care and support.
- 7.16 During the first two years of HESC we have invested significantly in the ongoing professional development of staff members through IPC accredited courses for commissioning and brokerage, as well as the general commitment to in-house council training. This commitment will be sustained for new recruits where they require technical skill development.
- 7.17 We engage our care providers in order to better understand and shape our market. In 2022 we commissioned LaingBuisson to work with our providers to undertake the cost of care exercise required by the government to support the planned implementation of charging reform. The outcome of the cost of care exercise can be found [here](#). The Oxfordshire Association of Care Providers (OACP) and Healthwatch Oxfordshire were members of the Fair Cost of Care Project Board to ensure transparency of the process and seek their views on wider market engagement. We worked with care providers in the development of our [Market Sustainability Plan](#) and refreshed Market Position statement. Proposals for winter funding around recruitment and retention were planned through a workshop with providers, and we undertake consultation with providers on fee uplifts.
- 7.18 We are working with care providers to support them in what we recognise can be significant workforce challenges attributable to four key factors:
- Increasing demand for care and support, as the population of Oxfordshire grows and ages
 - Challenges in recruiting new entrants to social care
 - Increasing skill levels required for adult social care work, as people's needs become more complex
 - Challenges in retaining staff in the sector due to comparable or better pay in other sectors, for less demanding roles
- 7.19 A draft workforce strategy has been developed in collaboration with key stakeholders, including care providers, which sets out the challenges facing the workforce and how together we plan to respond to these. We are now seeking feedback on this draft strategy ([here](#)) to help us shape a delivery plan for the next

three years to ensure Oxfordshire has a highly skilled, resilient and diverse workforce that can provide quality care and support to residents who need help and support.

7.20 The Housing service delivers three core functions:

- Strategic – defining housing needs to determine the levels and location of supply of accommodation, policy and strategy development, leading and involvement in strategic and implementation groups, such as Homeless Mortality Reviews, Domestic Abuse Safe Accommodation, Accommodation Programme Board.
- Commissioning – supporting HESC commissioners to enable housing provision, homeless agencies commissioning, Children, Education and Families (CEF) housing commissioning
- Housing expertise – support and advice system wide

7.21 Supporting people to live independently in their own self-contained home, with care and support where needed, is a key focus of the Oxfordshire Way and we are investing £5m to deliver 25 additional supported living placements in Oxfordshire for people with a learning disability and/or autism through our Resonance project. In addition, we have commissioned additional extra care housing provision with 3 new Extra Care Housing schemes opening their doors over the past year establishing a total of 235 new units. We have an ongoing focus on developing extra care housing as an alternative to residential care, and over the last 12 months have seen a 12% increase in people being supported in extra care housing with planned care.

7.22 We are in the process of commissioning a specialist housing & supported living needs analysis. With this robust data we will be in a better position to influence the number of homes in the community by providing an evidence base for the planning process and engaging in the develop of the Districts & City local plan policies that are at various stages of review consultation.

7.23 Oxfordshire's political and executive leaders are well informed about the potential risks facing adult social care and governance arrangements are in place to ensure they are kept updated on issues. There are regular briefings with the Cabinet and portfolio holder and wider Members. Savings plans are aligned with our overall priorities and take a transformational approach to improving efficiency.

7.24 We have a strong commitment to equality and diversity embedded in strategies, service plans and priorities. Oxfordshire's '[Including Everyone](#)' framework sets out our vision which highlights inequalities within our communities, and Public Health have worked with local partners to create [community profiles](#) setting out both the local health needs of these areas and their community assets. The values of integrity, equality and diversity are a strong focus of the council's Delivering the Future Together programme which sets out our organisational values and behaviours and is firmly embedded in all our council teams including Adult Social Care. Senior leaders have completed training in the programme and live the values alongside the workforce. Our supervision

guidance refers to the programme and the values base and encourages managers to consider members of the team who may have protected characteristics and how any support may need to be adapted to accommodate this.

7.25 In establishing the Oxfordshire Home First pathway, we have moved into a 'system led' space with our health and voluntary sector colleagues. Joint accountability for change and investment in the pathway was achieved through collaborative working on a daily basis with our acute and community health colleagues. This integrated way of working continues to ensure all stakeholders are aligned in our ambitions for the service and outcomes for the people of Oxfordshire being supported by Home First. Positive working relationships have been forged between organisational leads which have then been modelled and adopted throughout the pathway to achieve a 'one team' feel. Joint recruitment strategies are in place between OCC and Oxford Health, and we continue to develop secondment and rotational opportunities.

7.26 This joint accountability has been mirrored in the recent development of the Oxfordshire Transfer of Care Hub.(ToC) which has been successfully implemented across all discharge pathways. Council teams have worked together with our Health colleagues to establish a truly multidisciplinary forum for all discharges to be discussed. This collaborative way of working ensures equitable decisions are made, that a Home First approach to discharge is adopted and that learning and cross fertilisation of skills are the new culture, and ultimately the outcomes for the person are optimised.

Key Identified Development Priorities

8.1 Our self-assessment has supported a focus on key areas for further development:

- Timeliness of Assessment, Reviews and Safeguarding
- Embedding co-design and tackling inequalities
- Use of Data and Monitoring Our Performance
- Widening Channels of Assessment
- Digital and Innovation
- Engaging with the Care Market
- Learning and Development
- Good Access to Information and Advice

Timeliness of Assessment, Reviews and Safeguarding

9.1 The Oxfordshire Way has had a significant impact leading to a reduction of 23% in the number of people awaiting a social care assessment between April 2021 and July 2023 and the longest wait time for an assessment fell by 40% over the same period. However, we recognise this is an ongoing improvement journey, and over the last 12 months both demand and the numbers of people

waiting for an assessment have begun to rise again and some people tell us assessment is taking too long for them. Managing demand is a key challenge for local authorities across the countries and it is therefore vital that we target this as a key priority area.

- 9.2 The number of people receiving long-term support has risen by 3.1% over the past year and in July 2023 6476 people were being provided with support. Proportionally the greater part of these are being supported at home, with a 11.3% increase in provision of home care, but we have also seen a 2% increase in the number of people supported in care homes. However, it should be noted that the number of people aged 65 and over being supported in care homes is still significantly lower than pre-pandemic (5.8% lower in July 2023 than July 2019), and the number of permanent care home admissions for those 65+ (358 per 100,000 population) is relatively low compared to available England figures (369.5 per 100,000 population in 2021/22 in Oxfordshire compared to 539 per 100,000 in England which is the most recent published data). There has also been a 12% increase in people supported with planned care in extra care housing.
- 9.3 Increased demand has been mirrored in increases in waiting times. Although over the last two years the number of people on the waiting list has fallen from just under 1800 in April 2021 to just under 1400 in July, the current trend data shows that waiting times have started to rise over the last 12 months (Figure 1).

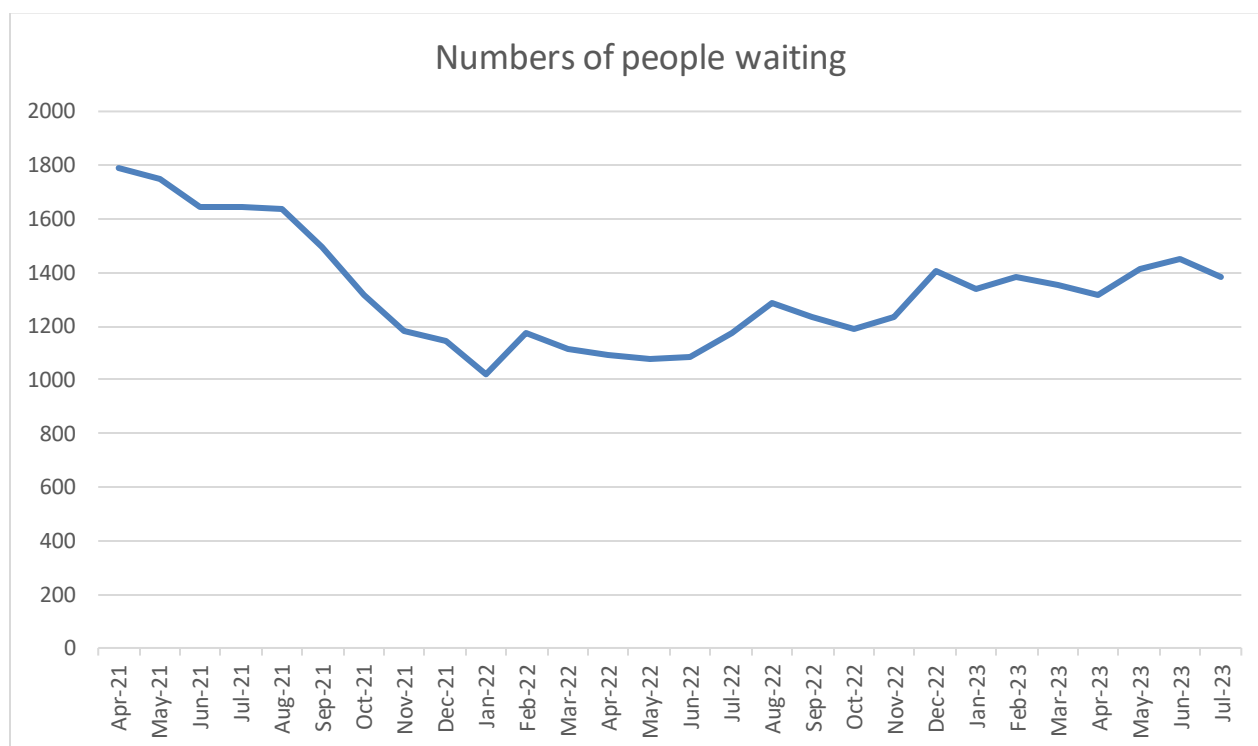


Figure 1

- 9.4 Longest waiting times have also fallen since April 2021 by 40% but are still a key area of focus at 131 days. The mean average wait was 108 days in July 2023 and the median 81 days, compared to an average of 103 days and a median of 84 days in April 2021. Of those on our waiting list in July 2023 28% already had a support plan.

- 9.5 People on the waiting list are screened and prioritised in order to ensure we are appropriately managing risk, utilising a prioritisation tool at point of referral to categorise referrals and alert teams to urgent referrals. This is further screened by practice supervisors to provide verification and determine action required. Screening best practice guidance is provided as a supportive tool for practitioners to use to manage risk on the waiting list and to continue to progress people waiting, ensuring all onward referrals are made in line with the Oxfordshire Way, for example through referrals to Community Links Oxfordshire, Dementia Oxfordshire, and referrals for carers assessments. The Adult Social Care Forum brings practitioners together to check on consistency of practice, strength-based practice and embedding of the Oxfordshire Way at the point of support planning.
- 9.6 In addition to the risk management and prioritisation of our waiting list we continue to take an ambitious approach to delivering the Oxfordshire Way and have a robust action plan in place to scrutinise and reduce waiting times further. The Principal Social Worker and Principal Occupational Therapist have undertaken an audit of our waiting list, reviewing 144 people, 72 on the allocation waiting list for a social worker and 72 on the allocation waiting list for an occupational therapist. The audit suggests that the majority of prioritisation screening is accurate but that there is some inconsistency of practice across different teams and that teams are not always consistently evidencing how they are managing risk, and people are not always being contacted in a timely manner. This scrutiny through audit enables a targeted approach to work with our teams to ensure that only those in need of adult social care remain on the waiting list and those who would benefit from alternative signposting or community connection receive swift advice. There is a plan in place to deliver sustainable reductions in the number of those waiting over the next three to six months. This action plan has SMART targets, and its delivery will be monitored by a weekly Meaningful Measures meeting commencing in September overseen by the Deputy Director for Adult Social Care and the Social and Health Care Team. Progress will be reported to Internal Assurance and Governance Board and Adult Social Care's Directorate Leadership Team.
- 9.7 In 2022/23 Adult Social Care in Oxfordshire dealt with 6770 safeguarding concerns. Demand into the Safeguarding Team continues to increase as the number of concerns raised has increased by 14% from 2021/22 to 2022/23. Enquiries have also risen over the same period by 10.5% (Figure 2).
- 9.8 National Adult Safeguarding procedures do not set definitive timescales for safeguarding, but in Oxfordshire we have set robust internal guidelines:
- Concerns should be raised on the same working day
 - Triage of concerns should be completed within 2 working days
 - Allocation of enquiry to a worker within 10 working days from completion of triage
 - Enquiries should be completed within 20 working days from allocation

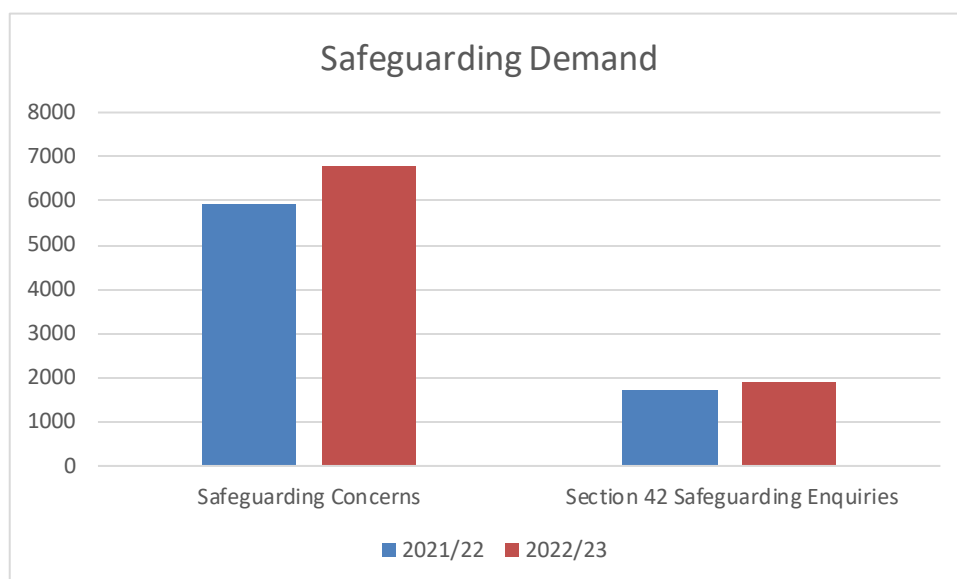


Figure 2

- 9.9 These timescales are not currently being consistently met and in 2022- 2023 32% of enquiries were completed within five weeks. A new service manager for safeguarding is now in post and an action plan is in place to reduce waiting times and work together with partners to ensure partners are confident in raising appropriate safeguarding referrals.
- 9.10 Making Safeguarding Personal is embedded in the team practice and procedures. People going through the safeguarding process are asked what outcome they want to see, and this is recorded and later reviewed to monitor if it is achieved. The percentage of section 42 safeguarding enquiries where the desired outcomes were asked for and expressed and were then achieved was slightly higher than the England average for 2021/22. Outcomes were fully achieved for 63% of people in 2021/22 rising to 68% in 2022/23 of those who expressed a desired outcome. Nearly all (98%) had their outcomes either fully or partially met in both 2022 and in 2023. Auditing of safeguarding practice is feeding into action planning to ensure that desired outcomes are asked for at the earliest stage.
- 9.11 Safeguarding training begins at induction and the training subgroup of the SAB (joint with the OSCB) coordinate ongoing training. Training is evaluated through the subgroup. The Principal Social Worker also provides training for practitioners on Making Safeguarding Personal.
- 9.12 We have strong partnership arrangements in safeguarding through our Safeguarding Adults Board. Within the partnership working structures of the Oxfordshire Safeguarding Adults Board there are many examples of close working between Oxfordshire County Council's Adult Social Care (ASC) directorate and health organisations across Oxfordshire. One example is the strategic and procedural work overseen by the Board, such as the development of the Threshold for Accessing Safeguarding Services (threshold of needs) matrix. This was produced through a collaboration between Adult Safeguarding, the Acute Trust (Oxford University Hospitals NHS Foundation Trust),

community hospitals (Oxford Health NHS Foundation Trust) and the care provider forum to develop a document covering the categories of abuse and neglect as well as those areas commonly reported as safeguarding concerns when another response may be required (Medication Errors, Pressure Ulcers and Trips & Falls).

- 9.13 Deprivation of Liberty Safeguards (DoLS) are part of the Mental Capacity Act 2005 and aim to ensure that people in care homes and hospitals are looked after in a way that does not inappropriately restrict their freedom. It is the role of the local authority to arrange for assessments to ensure deprivation of liberty is in a person's best interests. The Government had planned for Liberty Protection Safeguards (LPS) to take over from DoLS with the intention of establishing a simpler approach. The implementation of LPS has now been deferred until the next parliament. Councils in England have significant backlogs in processing DoLS applications, and the requirement to complete a standard DoLS authorisation within 21 days and urgent authorisations within 7 days is frequently not being met. In 2021-22 (the most recently published data) Oxfordshire completed 334 applications per 100,000 population compared to an average in England of 564 and the percentage of DoLS authorisations completed within 21 days was lower than the England average. An action plan overseen by Internal Assurance and Governance Board will address performance in this area.

Embedding co-design and tackling inequalities

- 10.1 Underpinning all our work is a focus on the impact we have on people's lives and the outcomes for our residents. We recognise that working in co-production is vital to ensure that people with lived experience work alongside us to shape services.
- 10.2 We have excellent practice evident in this area. For example, our new [All-Age Unpaid Carers Strategy](#) has been launched having been designed hand in hand with carers through co-production. Officers worked in partnership with carers from the outset ensuring carers' experiences and expertise drove the development of the strategy to make it meaningful and beneficial. Partners from health, education and social care, city and district councils and voluntary organisations including Carers Oxfordshire were also involved.
- 10.3 A new pub room '[Cheer M'Dears](#)' has opened in Banbury for people who use the Council's community support service. The space was co-designed with the people who use the service and created in partnership with the local community who provided donations and funding from the Friends of Redlands charity. The new space provides a social setting and also opportunities to learn new skills and experience to support meaningful employment in the future.
- 10.4 We take a continuous learning approach to co-production to embed this good practice and staff are offered regular training opportunities on co-production as well as having a wide range of tools to gather feedback, engage with people and hear their views. Our [Let's Talk](#) platform provides us with a channel to

share engagement opportunities with people and to provide feedback through 'You Said We Did' reports, such as recent work to update our [care home standards](#) as a result of engaging directly with care home residents. During co-production week in early July there were a number of talks from external speakers highlighting the power of co-production practice including discussion of digital exclusion for older people and carers' experiences.

- 10.5 Adult Social Care has a co-production Board (Team Up Board) with representation from a wide range of people with lived experience. The Board has recently recruited additional members improving the diversity and representative reach of the board with people with lived experience of homelessness, the criminal justice system and domestic violence. This diversity of experience is supporting our work to strengthen our reach to wider community organisations, and we have worked with Team Up Board to update our network of local community groups who we already work with or where there may be future opportunities for co-design. Working in this way with Team Up Board enables us to widen our reach into the community and recent work to co-design a refresh of the ASC Customer Portal provided a positive example of working collaboratively with Team Up Board members to support co-design. A joint self-assessment of our co-production work is planned for early autumn working with Team up Board to ensure a continuous process of learning from good practice and further embedding our approach ensuring that we continue to work with and develop Team Up Board.

Use of Data and Monitoring Our Performance

- 11.1 Data and performance monitoring are powerful tools to ensure continuous learning and to drive improved outcomes for the people we support. Our self-assessment should give an authentic narrative based on our knowledge of what data is telling us and the experiences of partners and people we support. A new data reporting and analysis approach has been developed that will further strengthen strategic oversight, inform prioritisation and drive continuous improvement through internal and external benchmarking. Adult Social Care are also working alongside public health to utilise data effectively in order to tackle inequalities.
- 11.2 Oxfordshire's Internal Assurance and Governance Board and Performance Board both meet monthly and provide internal scrutiny and challenge and report to ASC Directorate Leadership Team.
- 11.3 The ASC Staff Forum has been refreshed and feedback from staff is being captured and shared with Internal Assurance and Governance Group through regular reports from the Principal Social Worker and Principal Occupational Therapist.

Widening Channels of Assessment

- 12.1 We are working to widen our channels of assessment implementing Online Financial Assessment in summer 2023 and developing further online referral options to support people to self-serve and self-assess at times that suit them.
- 12.2 The Online Financial Assessment is now live on our website (link [here](#)). This provides people with a digital channel to find out how much they are likely to have to contribute towards their care and support. Using the online financial assessment allows people or their representatives to complete the form at a time convenient to them and enables the Financial Assessment team to complete the financial assessment quicker than via a paper form. Work is ongoing to engage with people who are using the online financial assessment to continue to develop it with them. The financial assessment team have also been working to review their processes and ensure these are as lean and efficient as possible.
- 12.3 Options are being evaluated to develop an online offer for completing a Care Act self-assessment, based on learning from other Local Authorities where this is being developed. Adult Social Care are working closely with IT colleagues to develop this further.

Digital and Innovation

- 13.1 Innovation is a key part of how we are transforming the way we deliver adult social care in Oxfordshire, and it is recognised that making use of modern technology can enable people to live well. We are committed to digital development and innovation ensuring innovation opportunities are harnessed and learning drives transformation within Adult Social Care.
- 13.2 Oxfordshire County Council's dedicated Innovation Hub (iHub) works closely with Adult Social Care as well as technology providers and academic institutions to harness the benefits of cutting-edge technology. This has included initiatives such as trialling the use of virtual reality in care homes and piloting smart medicine boxes. ASC's Digital Transformation Board brings together ASC, IT colleagues and iHub to champion digital innovation and provide strategic oversight for development of innovation including use of artificial intelligence, co-designing innovation, and supporting digital inclusion. Our staff are also encouraged to dare to do things differently, and a new app is being launched to enable staff to quickly share their ideas of opportunities for innovation or to improve digital ways of working.
- 13.3 Our Assistive Technology strategy has been refreshed and a new digital tool has been launched for people to order daily living aids to help keep them safe and independent at home (link [here](#)). The tool has been designed to be intuitive and user-friendly and people can navigate around pictures of rooms in their home to find equipment they can borrow.

Engaging with the Care Market

- 14.1 We have worked closely with our provider partners to develop our workforce strategy and action plan and they found this a valuable and positive way of working. Provider feedback indicates that they welcome the way in which we are seeking to work with them and would welcome ongoing development of this relationship through increased communication and partnership working.
- 14.2 A new provider newsletter is being launched providing quarterly updates for our care providers and the first will be sent out in early September. We hold regular workforce round table events with a focus on working collaboratively with providers to support workforce development. This has increased networking opportunities for the provider community and led to tangible outcomes such as a new website that has been launched aimed at bringing more people into caring positions in Oxfordshire. [Proud to Care Oxfordshire](#) has been developed by Oxfordshire County Council in partnership with Oxfordshire Association of Care Providers (OACP). The website highlights the broad range of jobs available in the care sector as well as providing a free platform for care providers to advertise any opportunities they have available. In addition, we have worked with providers to open access to the social worker degree apprenticeship to the external market which is promoted via webinars and school engagement events. Other developments that have come out of the workforce round tables include international recruitment webinars hosted by OACP, development of the Care Friends incentive app, and a refocus on Care Worker Charity Grants.

Learning and Development

- 15.1 We are 'always learning' and this is embedded throughout Adult Social Care. It is vital that people who access our services are able to provide feedback on their experience and that we can respond to and learn from it. A feedback survey has been launched which has been piloted through our review team and Occupational Therapy. This is being rolled out across ASC during September and will enable us to continuously learn from people's experiences.
- 15.2 The creation of Principal roles for both social work and occupational therapy have been implemented in recognition of the importance of professional leadership and development for the workforce in a large county. Our ambition is to embed and promote a culture of continuous learning and improvement across our workforce. We want to build a modern service that promotes innovative solutions to the needs of our residents. We promote and support apprenticeships to ensure both existing and new staff have opportunities to learn and develop and to support career progression.
- 15.3 Our Staff Forum has been refreshed and staff are invited to share good news stories with the forum. This will be complemented by the Power App being created which will enable staff to provide feedback on issues or practice at any time. Professional supervision supports our strengths-based approach and

refreshed supervision guidance supports reflective practice and ensures staff wellbeing is a consistent area of focus.

- 15.4 The Principal Social Worker and Principal Occupational Therapist support the development of professional practice and there are regular learning sessions for staff on a range of topics such as Making Safeguarding Personal and mental capacity for occupational therapy.
- 15.5 The Principal Social Worker and Principal Occupational Therapist have reviewed our audit and quality assurance processes and a refresh of our Occupational Therapy audit tool is underway and will be implemented in the autumn. We have an ongoing focus on case audit work and most recent work has identified the need to focus on embedding and evidencing strength-based practice. Recent audits have been completed on both the waiting list for assessment and the triage process in safeguarding. Both results highlighted the need to focus on the voice of the person, their desired outcomes and timely contact from the service. Whilst adult social care staff self-assess that they are strength based in their practices, audit of the records indicates that this is not always immediately clear. Refreshed guidance and Principally led learning sessions have been delivered, with further audits planned for the autumn to test efficacy of feedback and intervention.
- 15.6 The Principal OT and Social Worker are undertaking a deep dive of case audits completed by teams to evaluate the effectiveness of current audit practice and tools and to ensure that learning from audit is being implemented at a practice level in accordance with the Quality Assurance Framework. The outcomes of this piece of work are due in September.

Good Access to Information and Advice

- 16.1 We continue to work to improve access to information and advice. We have a good range of information available and will ensure this is easy to access and expect to continue to grow this. We are working to strengthen our web presence through improvements to our website and a refreshed customer portal. Our [Live Well Oxfordshire](#) website attracts large numbers of visits (over 80,000 last year, an increase of 36% since the previous year), and we have worked with people with lived experience to improve this offer further to improve search functionality, make the information easier to find and the website easier to navigate.
- 16.2 Whilst we support digital first we will ensure that people can find information easily in other ways that suit them. There will continue to be a focus on ensuring people are not digitally excluded and freeing up capacity by providing people with opportunities to self-serve where this would be more convenient for them will enable a greater focus on those who continue to need to contact us via telephone or in person.

Corporate Policies and Priorities

- 17 Adult Social Care's priorities are shaped by our corporate vision and priorities, with particular focus on:
- Tackling inequalities: working with partners to address inequalities focussing supporting on those in greatest need, embedding and implementing our digital inclusion strategy
 - Prioritising the health and wellbeing of our residents: working with partners to implement our health and wellbeing strategy prioritising preventative initiatives.
 - Supporting carers and the social care system: deliver seamless services, explore new ways to provide services promoting self-directed support and increasing choice, focus on preventative services, invest in creative options to support carers.

Financial Implications

- 18 There are no direct financial implications arising from this report.

Legal Implications

- 19 This report provides an update only.

Staff Implications

- 20 The Senior Responsible Officer for assurance preparation is the Interim Deputy Director for Adult Social Care . Our preparation for assurance is supported by an Assurance Lead (post currently being recruited to) and has programme management support.

Equality and Inclusion Implications

- 21.1 Equity in experiences and outcomes is a key theme in CQC's framework for assessing local authorities.
- 21.2 Equality and inclusion is identified as a key priority within this report and our self-assessment considers the way in which we are meeting our duties and responsibilities in this area.

Risk Management

- 22 The Quality and Assurance Project Board has oversight of the development of our self-assessment and improvement plan and maintains a risk register. The Board reports to Adult Social Care Directorate Leadership team, Senior Leadership Team and Informal Cabinet through monthly updates. There is an established process for the escalation of risk.

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September 2023

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Divisions Affected - ALL

PEOPLE OVERVIEW & SCRUTINY COMMITTEE

14 September 2023

Digital Inclusion Action Plan

Report by Director of IT, Innovation, Digital and Transformation, and Director of Communications, Strategy and Insight

RECOMMENDATION

1. The Committee is RECOMMENDED to

Review the draft Digital Inclusion Action Plan for the year 2023-24 and suggest any areas for improvement.

Executive Summary

2. Oxfordshire County Council's [Digital Inclusion Strategy](#) was approved by Cabinet in summer 2022. This links to the corporate priority of Tackling Inequalities in Oxfordshire.
3. The strategy sets out the council's framework to enable a digitally inclusion Oxfordshire, shaped by three key priority areas (the action plan follows the same structure):
 - (a) Digitally Inclusive Communities
 - (b) Digitally Inclusive Service Delivery
 - (c) Digitally Inclusive Workforce

Digital Inclusion Action Plan

4. Highlights from 2022 – 2023 include:
 - (a) In December 2022, 300 OCC laptops were donated to Getting Oxfordshire Online, an initiative that recycles older technology to be given to people accessing foodbanks, refugees, and those experiencing and at risk of homelessness in Oxfordshire: [Hundreds of laptops gifted to help vulnerable people get online \(oxfordshire.gov.uk\)](https://www.oxfordshire.gov.uk/getting-oxfordshire-online).
 - (b) In February 2023, a Digital Inclusion event was held in collaboration with Activate Learning at their Blackbird Leys campus in February 2023

to bring together external stakeholders working to address digital exclusion in Oxfordshire and build on a Digital Inclusion Charter for the county.

5. The Digital Inclusion Strategy is now integrated with the service planning cycle, and the action plan includes actions derived from service delivery plans from across the organisation which have been further developed through conversations with colleagues.
6. The actions support the strategy's aims and deliver meaningful outcomes, enhanced partnership working and alignment with our overarching strategic priorities, such as tackling inequalities and the health and wellbeing of residents.
7. All actions are aligned with one of the strategy's three priority areas, although many of the actions span multiple priority areas. All actions aim to deliver benefits for residents and the council.
8. This action plan for the strategy is for 2023-24. It will be reported on and reviewed at the end of the business cycle in spring 2024.
9. As this is early on into a five-year strategy, a review at the end of 23/24 will enable the action plan to evolve and be kept dynamic, allowing for longer-term actions alongside more granular short-term objectives.
10. The action plan is a rolling document, which means that precise timeframes are not included. However, progress on individual actions will be updated throughout the year (some actions might stay on for several iterations of the plan, while others will be short-term).
11. The action plan will be monitored yearly through the BMMR and reviewed by People Overview & Scrutiny Committee.
12. The Digital Inclusion Working Group (with representatives from across OCC, which was set up to develop the Digital Inclusion Strategy in 2021-2022) will be re-started to help progress actions within directorates.

Equality & Inclusion Implications

13. The Digital Inclusion Action Plan aims to address OCC's strategic priority of tackling inequalities within Oxfordshire and helping address the digital divide.

Sustainability Implications

14. The Action Plan supports sustainability initiatives, including donating OCC laptops to be refurbished and reused.

Tim Spiers, Director of IT, Innovation, Digital and Transformation
Susannah Wintersgill, Director of Communications, Strategy and Insight

Annex: Draft Digital Inclusion Action Plan 2023-24

Background papers: [Digital Inclusion Strategy](#)

Contact Officer: Elena Grant, Policy Officer,
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September 2023

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Digital Inclusion:
Oxfordshire County Council 2023-24 Action Plan

This document sets out the action plan for 2023-24 that supports Oxfordshire County Council's Digital Inclusion Strategy.

The Strategy is divided into three sections.

- Section One – Digitally Inclusive Communities
- Section Two – Digitally Inclusive Service Delivery
- Section Three – Digitally Inclusive Workforce

Section One: Digitally Inclusive Communities

Long-Term Ambition	Action	Directorate and Lead Officer
Digital access is not a barrier to education in Oxfordshire.	Collaborate with holiday activity providers to implement Digital Inclusion projects as part of wider holiday delivery, including using Libraries as venues.	Children, Education, and Families (CEF)
	Liaise with the Education Endowment Fund (EEF) for guidance on impactful research-based approaches so the right equipment, access and programmes can be promoted to families.	CEF

Vulnerable children and families have access to support to raise household digital capacity and address digital disadvantage.	Continue to provide a digital offer for 0-19 services, through single point of access and e-platforms and ensuring access for vulnerable families.	Public Health
	Support families with making applications from charities such as 'Aspire' for laptops as part of communicating with families about their internet access and equipment, seeking to ensure families are not disempowered if they do not have these.	CEF
	Continue to promote the use of the Mind Of My Own (MOMO) app with children and young people to enable them to use their voice and speak their own words via a digital platform.	CEF
	Continue to support Community Action Groups (CAGs) to host repair cafes across the county potentially helping to prevent residents from becoming digitally excluded by aiming to keep electronic devices (including internet enabled devices) in use for longer. This will be measured through the number of repair cafes held each year (reported annually).	Waste
	Investigate funding options for digital inclusion to get laptops or mobile interactive devices in supported housing or for those facing homelessness so people can claim benefits, apply for jobs, and stay in touch with families and friends through online chat, reducing social isolation.	Adult Social Care

No one in Oxfordshire will be isolated from essential services by digital-by-default barriers, or a lack of connectivity.	Promote any relevant support of pillars of the strategy through our networks – e.g., Promoting laptop donation to Get Oxfordshire Online (GOO) via the Greentech network.	Climate Action
	Develop a new website for domestic abuse services in Oxfordshire to provide improved access to services, clear referral pathways including for people with protected characteristics to improve visibility and access to information, advice, and referral pathways into services.	Public Health
	Provide advice and support to enable people to access digital opportunities safely, and avoid frauds, particularly in community engagement and education work with schools and older people.	Trading Standards
	Deliver scam awareness training in a non-digital way, to be measured through the number of people reached through prevention activities, including information on online scams.	Trading Standards
	Research, identify and promote support around digital literacy for carers, including young carers.	Adult Social Care
	Encourage supported housing providers to provide support and training for older people or people with a disability to access and use online services.	Adult Social Care
	Work with local partner to securely recycle 50 OCC devices a year to be used by residents needing laptops.	Digital and IT

Oxfordshire businesses and organisations can recruit, train, retain and support their workforce with the necessary digital skills.	Develop digital inclusion pages on Oxfordshire County Council's (OCC) website. The webpages are to include advice, guidance and information on digital scams, Live Well Oxfordshire, and link in with online sources of information that can assist residents and businesses in Oxfordshire.	Policy
	Build on the Digital Inclusion Charter to regularly bring together local partners to avoid duplication of effort across Oxfordshire and share best practice.	Policy
Broadband connectivity across Oxfordshire is one of the best in the country.	Promote social tariffs from broadband suppliers via OCC's Social Media channels and track the engagement with posts: share this information with district and parish councils so they can promote widely, and with other OCC digital inclusion activities.	Digital and IT

Section Two: Digitally Inclusive Service Delivery

Long-Term Ambition	Action	Directorate and Lead Officer
Innovative solutions to problems of digital exclusion are collaboratively developed and delivered in our services.	Use Office for Health Improvement Disparities (OHID) grants to provide technology to substance misuse service users, supporting them to progress towards recovery e.g., with job applications, housing applications, education, and training	Public Health
	Explore asking appropriate service providers to evidence their commitment to tackling inequalities in Oxfordshire through improving digital inclusion in public health commissioned services(grants, contracts, frameworks), such as outlining their approaches to addressing digital inclusion in tenders.	Public Health
	Include digital inclusion in impact assessments, to ensure that policies do not increase the digital divide.	Policy
	Promote internal collaboration around digital inclusion through restarting the Digital Inclusion Working Group, to monitor progress against the Digital Inclusion action plan.	Policy
	Use any social value provision from supplier contracts within the Digital and IT directorate to improve digital inclusion and track the total value of such contributions.	Digital and IT

	Ensure that all Digital and IT projects involving a procurement include the technical requirements for accessibility.	Digital and IT
	Investigate and understand new National Institute for Health and Care Excellence (NICE) guidelines on homelessness and Digital Inclusion, to ensure that people experiencing homelessness can access online health, universal credit, and social care information and are supported to use online services.	Adult Social Care
Citizens of Oxfordshire are provided with a comprehensive, affordable, and accessible assistive technology offer that meets their needs.	Build on existing collaboration between Adult Social Care and iHub to develop and test innovative approaches to delivering and improving outcomes for vulnerable people, including investigating and promoting availability of Assistive Technology and technology enabled care equipment.	Adult Social Care iHub
	Feature digital technology in accommodation development to increase independence.	Adult Social Care
Our Libraries and Heritage Service provides digital opportunities for people to connect and create, learn, and grow together.	Refresh public library IT provision (The People's Network) in all branches, to ensure local communities have high quality online access, printing facilities, and WiFi available in their local library.	Libraries
	Review and enhance Libraries' Makerspace and digital engagement activity offer, so that new technology and digital resources are open to all.	Libraries

	Continue to grow the range of content and resources (including eBooks, eAudio, eMagazines and Newspapers, and e-Learning) that are free to access anytime at home, on the move, or through local libraries, via free library membership.	Libraries
	Assess the current range of support and training provided by Libraries to help customers get online and function in a digital world, and develop that offer and signposting activity as community needs and the digital landscape changes.	Libraries
	Develop the Heritage Search platform (launched in May 2023) to enhance access to, and understanding of, Oxfordshire's past and the wide range of heritage resources that the Council manages for future generations.	Heritage

Section Three – Digitally Inclusive Workforce

Long-Term Ambition	Action	Directorate and Lead Officer Timescale
Technology that supports agile ways of working will facilitate communication and the ability to work well anywhere, any place, and at any time.	Embed digital inclusion in our facilities provision and ensure that new buildings are designed and built with the appropriate infrastructure in place for digitally inclusive service delivery and workplaces.	Property
	All team leaders and business development officers to work alongside IT Business Partner when delivering, designing, on-boarding, or improving processes and services. Details should be included in the project scope document and the benefits realisation plans.	Customer Services
Our staff, managers, and volunteers have the learning and development opportunities to develop digital skills.	Ensure training and support for operational Facilities Management (FM) team on new IT systems rolled out within Property including frontline engineers	Property
	Work alongside Organisational Development colleagues to identify or procure relevant digital training for all Customer Service Centre staff. This should be delivered by the end of March 2024 to existing staff and included in induction for new staff.	Customer Services

	Investigate digital skills training for social care and frontline staff including social prescribers.	Adult Social Care
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DIGITAL INCLUSION STRATEGY **2022-2025**

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OXFORDSHIRE
COUNTY COUNCIL

1 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 businesses, communities, city, district, town and parish 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



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2 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:

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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

3

What are we already doing?

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“Residents’ access to superfast broadband grew from 69 per cent in 2013 to over 98 per cent today.”

Our digital inclusion strategy addresses our strategic priority of tackling inequalities in Oxfordshire. It also relates to the goals of Oxfordshire County Council’s strategies including our COVID-19 recovery and renewal strategy, equality, diversity, and inclusion (EDI) framework, voluntary and community sector strategy, climate action framework, and the Oxfordshire Way.

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 per cent in 2013 to over 98 per cent 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.

“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.”

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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.



4

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.

5

Engagement process to date

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In October 2021, Oxfordshire County Council 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, Oxfordshire County Council 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 Oxfordshire County Council staff about how the workplace can be made more digitally inclusive.

In June 2022, Oxfordshire County Council held a digital inclusion summit. This brought together key stakeholders involved in the digital inclusion landscape in Oxfordshire, and involved speakers giving presentations on the work that they have been undertaking. At the summit, there was a facilitated discussion to develop a digital inclusion charter with partners. This will set out principles around working together to tackle digital exclusion in Oxfordshire.

6 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.

7 Digitally inclusive service delivery

Long-term ambitions:

- 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.

8 Digitally inclusive workplace

Long-term ambitions:

- 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.

9

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 sets out how we work together to deliver the digital inclusion strategy.

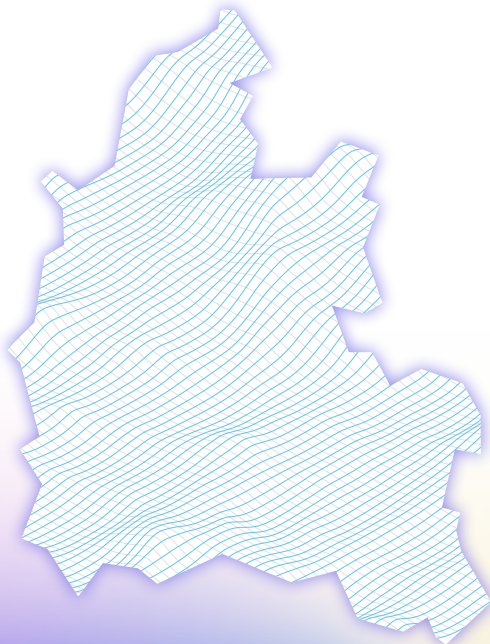


10 How we will work in partnership

As a council, we recognise that each organisation in the voluntary and community sSector (VCS), private (including small businesses), 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.



11 Monitoring and reporting progress

The long-term ambitions and commitments of our digital inclusion strategy are set every three 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.



12 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 \(oxfordshire.gov.uk\)](#)

13 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.



**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

October 2023 - January 2024

The Cabinet's Forward Plan: Introduction

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

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

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

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

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

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

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

Making Representations about Forward Plan Items

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

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

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

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

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

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

Members of the Cabinet

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

The Forward Plan

Cabinet Meetings

19 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Approvals - September 2023 <i>(Ref: 2023/126)</i> Report on variation to the capital programme for approval (as required).	Cabinet (19 September 2023)	Yes	None	N/A	Decision due date for Cabinet changed from 17/10/2023 to 19/09/2023. Reason: brought forward because the Capital Programme Monitoring Report has been put back to October.	Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Care Homes Purchasing Framework <i>(Ref: 2023/213)</i> Framework for the purchasing of residential and nursing home beds on a call off basis for the Council and ICB NHS Continuing Healthcare.	Cabinet (19 September 2023)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Local Aggregate Assessment for 2022 <i>(Ref: 2023/207)</i> The annual Local	Cabinet (19 September 2023)	Yes - Affects more than 1 division	None	N/A		Cabinet Member for Climate Change Delivery &	Charlotte Simms, MWLP Principal Planner Tel: 07741 607726	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
Aggregates Assessment reviews the latest information available as at the end of 2022 in order to forecast future demand for minerals within Oxfordshire as well as analysing all aggregate supply options and assessing the balance between supply and demand.						Environment		
Pan-regional Partnership for the Oxford-Cambridge Area - Principles and Objectives (Ref: 2023/227) To agree formal membership of the pan-regional partnership for the Oxford to Cambridge area.	Cabinet (19 September 2023)	No	None	N/A		Leader	Robin Rogers, Programme Director (Partnerships and Delivery) Tel: 07789 923206	Chief Executive
Proposal from Oxford United Football Club to Oxfordshire County Council as Landowner - September 2023	Cabinet (19 September 2023)	Yes - Affects more than 1 division	None	Public engagement finished on 23 July. The		Cabinet Member for Finance	Vic Kurzeja, Director of Joint Property Team Tel: 07726 307813,	Chief Executive

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
<p><i>(Ref: 2023/173)</i></p> <p>Final decision on whether Oxford United Football Club can acquire council-owned land at the Triangle to develop a new football stadium. Report on the feedback from the public engagement exercise undertaken in June and July 2023.</p>				cabinet report will summarise the results.			Susannah Wintersgill, Director of Communications, Strategy & Insight	
<p>Proposal to dispose of Rewley Road site <i>(Ref: 2023/238)</i></p> <p>Agree to the disposal on a long lease of the Rewley Road site</p>	Cabinet (19 September 2023)	Yes - Capital Expenditure >£1m	Paragraph 3-Annex 1	N/A		Cabinet Member for Finance	Vic Kurzeja, Director of Joint Property Team Tel: 07726 307813	Director of Finance
<p>Provision of new education placements for children with Education, Health and Care (EHC) plans <i>(Ref: 2023/223)</i></p> <p>The report will outline the procedures when consulting for new</p>	Cabinet (19 September 2023)	Yes - Revenue Expenditure > £500,000	None	N/A		Deputy Leader of the Council	Peter Featherstone, Improvement Lead	Corporate Director for Children's Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
education placements for children with EHC plans and the actions being taken to improve the timely completion of EHC plans; communication with parents/carers; and the provision of suitable education.								
Business Management & Monitoring Report - June/July 2023 <i>(Ref: 2023/132)</i> The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.	Cabinet <i>(19 September 2023)</i>	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163, Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786	Director of Finance, Chief Executive
Community Safety Services Property Strategy <i>(Ref: 2023/175)</i>	Cabinet <i>(19 September 2023)</i>	No	None	Public consultation in the summer of		Cabinet Member for Community Services & Safety	Matt Cook, Assistant Chief Fire Officer	Corporate Director: Public Health & Community Safety

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
A proposed strategy to deliver fire stations for Oxford and Oxfordshire that keeps our firefighters and public safe and supports a first-class response to one of the world's most iconic cities. Releasing capital for reinvestment into the Council's Capital Programme.				2023.				
<p>Household Waste Recycling Centre (HWRC) Strategy (Ref: 2023/205)</p> <p>A new Household Waste Recycling Centre (HWRC) Strategy has been developed to deliver on OCC's statutory obligations to provide a HWRC service and to meet our aims in the countywide Oxfordshire Resources and Waste Partnership</p>	Cabinet (19 September 2023)	No	None	The HWRC Strategy was consulted on for 6 weeks 27th March to 8th May 2023.		Cabinet Member for Climate Change Delivery & Environment	Rachel Burns, Waste Strategy Manager Tel: 07789 877310	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
(ORWP) Waste Strategy. The Strategy sets out our vision to improve the infrastructure and services offered at the Council's household waste sites, building on Oxfordshire's high recycling rates.								


17 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - August 2023 <i>(Ref: 2023/131)</i> Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet <i>(17 October 2023)</i>	Yes	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Local EV Infrastructure (LEVI) funding proposal	Cabinet <i>(17 October</i>	Yes - Capital Expenditure	None	N/A	Decision due date for Cabinet	Cabinet Member for	Elizabeth Bohun, Lead	Corporate Director

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
for Oxfordshire <i>(Ref: 2023/135)</i> Approval of Oxfordshire proposal for LEVI Capital Fund ahead of submission to Office for Zero Emissions Vehicles (OZEV).	2023)	>£1m			changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Climate Change Delivery & Environment	Technologist EV Integration Tel: 07774 335687, Jenny Figueiredo, Lead Technologist EV Intergration, Paul Gambrell, Team Leader EV Intergration	Environment & Place
Procurement of an additional Traffic Signals - supply and maintenance contract to support Bus Service Improvement Plan (BSIP) <i>(Ref: 2023/245)</i> Approve the procurement of an additional contract for Traffic Signals to support BSIP activity	Cabinet <i>(17 October 2023)</i>	Yes	None	N/A		Cabinet Member for Highway Management	Keith Stenning, Head of Service - Network Management Tel: 07584 581214	Corporate Director Environment & Place
Budget & Business Planning Report - 2024/25 - October 2023 <i>(Ref: 2023/127)</i> To provide background and context to the budget and business	Cabinet <i>(17 October 2023)</i>	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Director of Finance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
planning process for 2024/25.								
Delegated Powers Report for July to September 2023 <i>(Ref: 2023/130)</i> To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c). It is not for Scrutiny call-in.	Cabinet <i>(17 October 2023)</i>	No	None	N/A		Leader	Colm Ó Caomhánaigh, Democratic Services Manager Tel: 07393 001096	Director of Law & Governance and Monitoring Officer
East Oxford Experimental Traffic Regulation Order <i>(Ref: 2023/134)</i> Whether to make the Experimental TRO permanent in East Oxford or not.	Cabinet <i>(17 October 2023)</i>	No	None	Public consultation finished in October 2022. The report will summarise the results.		Cabinet Member for Highway Management	Aron Wisdom, Programme Lead (HIF1) Tel: 07776 244856	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Highway maintenance contract - approval to procure <i>(Ref: 2023/218)</i> To seek Cabinet approval to commence procurement of new maintenance contract.	Cabinet <i>(17 October 2023)</i>	No	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 17/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Phil Whitfield, Principal Officer (Service Improvement) Tel: 07741 607809	Corporate Director Environment & Place
Local Transport & Connectivity Plan (LTCP) Monitoring Report <i>(Ref: 2023/262)</i> To provide cabinet with an update on Local Transport and Connectivity Plan monitoring and agree the report for publication.	Cabinet <i>(17 October 2023)</i>	No	None	N/A		Cabinet Member for Travel & Development Strategy	Joseph Kay, Strategic Transport Lead Tel: 07827 979234	Corporate Director Environment & Place
Oxfordshire Safeguarding Adults Board Annual Report 2022-23 <i>(Ref: 2023/128)</i> To note the report and its conclusions.	Cabinet <i>(17 October 2023)</i>	No	None	N/A		Cabinet Member for Adult Social Care	Steven Turner, OSAB Business Manager Tel: 07917534230	Corporate Director of Adult Social Care

The Forward Plan

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

The Forward Plan

21 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
All Age Advocacy Services <i>(Ref: 2023/225)</i> Key Decision on the recommissioning of all age advocacy services. <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 69</div>	Cabinet <i>(21 November 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 19/12/2023. Reason: not required as urgently as first advised. Decision due date for Cabinet changed from 19/12/2023 to 21/11/2023. Reason: on further consideration this needs to be brought forward to meet the procurement timeline.	Cabinet Member for Adult Social Care, Deputy Leader of the Council	Melanie de Cruz, Commissioning Manager Live Well	Corporate Director of Adult Social Care, Corporate Director for Children's Services
Business Services Transformation Programme Business Case <i>(Ref: 2023/168)</i> To seek approval for the business case to deliver a transformation of finance, transactional procurement and HR & payroll services	Cabinet <i>(21 November 2023)</i>	Yes - Revenue Expenditure > £500,000	3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	N/A		Cabinet Member for Corporate Services, Cabinet Member for Finance	Tim Spiers, Director of IT, Innovation, Digital & Transformation Tel: 07753 243223	Director of Finance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
and the supporting system, including the services currently provided by Hampshire County Council via the shared services partnership.								
Capital Programme Approvals - November 2023 <i>(Ref: 2023/139)</i> Report on variation to the capital programme for approval (as required).	Cabinet <i>(21 November 2023)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Business Management & Monitoring Report - August/September 2023 <i>(Ref: 2023/141)</i> The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial	Cabinet <i>(21 November 2023)</i>	No	None	N/A		Cabinet Member for Corporate Services, Cabinet Member for Finance	Louise Tustian, Head of Insight & Corporate Programmes Tel: (01295) 221786, Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Chief Executive, Director of Finance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
performance.								
Treasury Management Mid Term Review 2023/24 <i>(Ref: 2023/140)</i> To provide a mid-term review of Treasury Management Activity in 2023/24 in accordance with the CIPFA code of practice.	Cabinet <i>(21 November 2023)</i>	No	None	N/A		Cabinet Member for Finance	Tim Chapple, Treasury Manager Tel: 07917 262935	Director of Finance

19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Monitoring Report - October 2023 <i>(Ref: 2023/169)</i> Financial Report on capital spending against budget allocations, including any necessary capital programme	Cabinet <i>(19 December 2023)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
approvals.								
Workforce Report and Staffing Data - Quarter 2 - July to September 2023 <i>(Ref: 2023/171)</i> Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.	Cabinet <i>(19 December 2023)</i>	No	None	N/A		Cabinet Member for Corporate Services	Michael Fletcher, Head of HR Business Partnering & Advisory	Director of Finance

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23 January 2024

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

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Capital Programme Approvals - January 2024 <i>(Ref: 2023/233)</i> Report on variation to the capital programme for approval (as required).	Cabinet <i>(23 January 2024)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Director of Finance
Business Management & Monitoring Report - October/November 2023 <i>(Ref: 2023/229)</i> The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.	Cabinet <i>(23 January 2024)</i>	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	Director of Finance
Delegated Powers Report for October to December 2023 <i>(Ref: 2023/230)</i> To report on a quarterly basis any	Cabinet <i>(23 January 2024)</i>	No	None	N/A		Leader	Colm Ó Caomhánaigh, Democratic Services Manager Tel: 07393 001096	Director of Law & Governance and Monitoring Officer

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c). It is not for Scrutiny call-in.								

Cabinet Member Meetings

Deputy Leader, including Children, Education & Young People's Services

18 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning of the Disabled Children's Residential Home (Summerfield) <i>(Ref: 2023/166)</i> To seek approval to award a contract to a new provider, subject	Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) changed from 18/07/2023 to 19/09/2023.	Deputy Leader of the Council	Charlotte Davey, Head of Disabled Children's Service, Andrea Cochrane, SEND Commissioning Manager	Executive Director People Transformation & Performance

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
to completion of a full tendering process.	(18 September 2023)				Reason: decision to be made before award of contract.			

17 October 2023

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

19 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Recommissioning the Community Short Breaks Contracts <i>(Ref: 2023/184)</i> To seek approval to	Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) changed	Deputy Leader of the Council	Charlotte Davey, Head of Disabled Children's Service, Sarah Roberts, Commissioning Officer Tel: 07720	Corporate Director for Children's Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
award contracts to new providers, subject to completion of a full tendering process.	People's Services) (19 December 2023)				from 17/10/2023 to 19/12/2023. Reason: further work required.		805979	

16 January 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Formal Approval of Schools Funding Formula 2024/25 (Ref: 2023/231) To seek approval for the funding formula for schools.	Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) (16 January 2024)	Yes - Affects more than 1 division	None	Schools Forum		Deputy Leader of the Council	Sarah Fogden, Finance Business Partner Tel: 07557 082613	Corporate Director for Children's Services
Recommissioning the Current Alternative Provision DPS for an Open Framework (Ref: 2023/224) To seek approval to tender for an AP contract on an Open Framework. This will enable OCC and	Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) (16 January 2024)	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Deputy Leader of the Council (inc Children, Education & Young People's Services) changed from 17/10/2023 to 16/01/2024. Reason: further work required.	Deputy Leader of the Council	Martin Goff, Head of Access to Learning, Sarah Roberts, Commissioning Officer Tel: 07720 805979	Corporate Director for Children's Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
schools to Commission providers of Alternative Provision that are suitable and will ensure cost control.								

Cabinet Member for Corporate Services

17 October 2023

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

The Forward Plan

Cabinet Member for Community Services & Safety

22 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Library Stock (Books) Contract <i>(Ref: 2023/217)</i> Permission to engage with a consortium-based contract renewal exercise (2024-2026 + 2 year extension) for the purchase of library stock (books) with suppliers who can offer significant discounts and library-specific processing. The consortium arrangement is longstanding since 2000.	Delegated Decisions by Cabinet Member for Community Services & Safety <i>(22 September 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Community Services & Safety changed from 19/09/2023 to 22/09/2023. Reason: Meeting date moved to avoid clash with other Cabinet Member Decisions.	Cabinet Member for Community Services & Safety	Jane Mason, Library Operations Manager: stock & reader services	Executive Director People Transformation & Performance

The Forward Plan

Cabinet Member for Climate Change Delivery & Environment

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Management of Household Waste Recycling Centres in Oxfordshire - Contract Extension <i>(Ref: 2023/250)</i> To determine the contractual way forward for The Management of Household Waste Recycling Centres In Oxfordshire Contract.	Delegated Decisions by Cabinet Member for Climate Change Delivery & Environment <i>(12 October 2023)</i>	Yes - Revenue Expenditure > £500,000	Paragraphs 1,2,3: Report	N/A		Cabinet Member for Climate Change Delivery & Environment	Steve Burdis, Group Manager Waste Contracts	Corporate Director Environment & Place
Minerals and Waste Plan Initial Consultation Paper <i>(Ref: 2023/204)</i> Agreement to send out the Issues and Options Paper and associated papers to public consultation.	Delegated Decisions by Cabinet Member for Climate Change Delivery & Environment <i>(12 October 2023)</i>	No	None	A formal Regulation 18 Consultation will need to be undertaken in accordance with the Statement of Community Involvement.		Cabinet Member for Climate Change Delivery & Environment	Kevin Broughton, MWLP Manager Tel: 07979 704458	Corporate Director Environment & Place

The Forward Plan

Cabinet Member for Highway Management

7 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bus support contracts - February 2024 <i>(Ref: 2023/222)</i> To seek approval to begin tender processes to renew contracts for bus services. The new contracts need to begin in February 2024.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	Yes - Affects more than one division and revenue expenditure > £500,000	None	N/A		Cabinet Member for Highway Management	Dave Harrison, Senior Public Transport Planner Tel: 07901 331751	Corporate Director Environment & Place
Abingdon: Northcourt Road - proposed zebra crossing <i>(Ref: 2023/144)</i> Zebra crossing proposed for improved safety & amenity of pedestrians.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	Corporate Director Environment & Place
Banbury: A361 Bloxham Road Service Road and Edmunds Road - proposed parking restrictions	Delegated Decisions by Cabinet Member for Highway	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	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
<i>(Ref: 2023/151)</i> Proposed parking restrictions for improved road safety and environment.	Management <i>(7 September 2023)</i>							
Bicester - A4095 / B4100 Banbury Road roundabout improvements - proposed 30mph speed limit and raised side road entry treatment at Fringford Road <i>(Ref: 2023/153)</i> A decision is required on a proposed improvement of the A4095 / B4100 Banbury Road roundabout including also the adjacent junction with Fringford Road.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	Yes - Affects more than one division and Capital Expenditure >£1m	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Mohamed Gulamhussein, Project Manager	Corporate Director Environment & Place
Chesterton - Little Chesterton - proposed Motor Vehicle Prohibition & speed limits <i>(Ref: 2023/148)</i> Proposed traffic	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	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
measures to mitigate impact of adjacent development / existing businesses								
Clanfield village centre - proposed parking restrictions <i>(Ref: 2023/138)</i> Approval of an amendment to the Traffic Regulation Order to address current parking issues in the village centre.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place
Frilford A338- proposed 30mph and 40mph speed limits <i>(Ref: 2023/145)</i> Proposed speed limit reductions for road safety and environmental reasons.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	Corporate Director Environment & Place
Great Coxwell - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/096)</i>	Delegated Decisions by Cabinet Member for Highway Management	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
To determine what speed limit changes should be made following consideration of public consultation responses.	(7 September 2023)				changed from 20/07/2023 to 07/09/2023. Reason: further work required.			
Kennington - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/090)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (7 September 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 07/09/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Longcot - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/098)</i> To determine what speed limit changes should be made following consideration of	Delegated Decisions by Cabinet Member for Highway Management (7 September 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
public consultation responses.								
Lower Heyford - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/179)</i> Consider responses to formal consultation.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Marcham - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/091)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 07/09/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Marcham - Sheepstead Road - proposed extension of 30mph speed limit <i>(Ref: 2023/154)</i> A decision is required	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Jacob Mowlem, Technician Engineer, Road Agreements Team	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
on a proposed extension of the 30mph speed limit to accommodate approved adjacent development.	2023)							
Shellingford - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/099)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Shrivenham: Highworth Road - proposed zebra crossing <i>(Ref: 2023/146)</i> Zebra crossing proposed for improved safety & amenity of pedestrians.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	Corporate Director Environment & Place
South Hinksey - Proposed 20 mph	Delegated Decisions by	No	None	Standard traffic	Decision due date for Delegated	Cabinet Member for	Geoff Barrell, Senior	Corporate Director

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Speed Limits and associated speed limit buffers <i>(Ref: 2023/092)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Cabinet Member for Highway Management <i>(7 September 2023)</i>			scheme consultation.	Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 07/09/2023. Reason: not yet consulted.	Highway Management	Infrastructure Planner Tel: 07740 779859	Environment & Place
South Newington - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/198)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Spelsbury - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/071)</i> To determine what speed limit changes should be made following consideration of	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
public consultation responses.								
Standlake - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/176)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Wantage: Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/025)</i> To consider responses to speed limit consultation.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 23/03/2023 to 25/05/2023. Reason: Further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 25/05/2023 to 22/06/2023. Reason: further work required. Decision due date for Delegated Decisions by	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Cabinet Member for Highway Management changed from 22/06/2023 to 07/09/2023. Reason: not yet consulted.			
Waterstock - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/190)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Woolstone - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/101)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(7 September 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Ascott under Wychwood - London Lane proposed 40mph speed limit <i>(Ref: 2023/243)</i> A decision is required on a proposed 40mph speed limit	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	Yes	None			Cabinet Member for Highway Management	James Wright, Traffic & Traffic Schemes Technical Officer Tel: 07789 926984	Corporate Director Environment & Place
Begbroke - A44 - proposed toucan crossing <i>(Ref: 2023/241)</i> A decision is required on the proposed provision of a toucan crossing (a signalised crossing for use by pedestrians and cyclists)	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	Yes	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place
Bicester: Sheep Street - proposed Experimental Traffic Regulation Order to permit use of the street by pedal cyclists <i>(Ref: 2023/200)</i> A decision is required on whether to permit the introduction of an Experimental Traffic	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Eric Stevens, Principal Infrastructure Planner Tel: 07436 700673	Corporate Director Environment & Place

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
Regulation Order to permit the use of the street by pedal cyclists.								
Bicester - various locations - proposed parking restrictions <i>(Ref: 2023/150)</i> Proposed parking restrictions for improved road safety and environment.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place
Bladon: Bladon Chains - proposed HGV & Coach parking restrictions <i>(Ref: 2023/120)</i> To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard highways statutory consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 07/09/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Natalie Moore, Transport Planner Tel: 07917 534327	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
Bloxham - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/076)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: consultation continues until 28 July. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Cassington - Horsemere Lane - proposed prohibition of motor vehicles and revocation of one-way restriction <i>(Ref: 2023/070)</i> Access to / from Horsemere Lane at Cassington to be changed as part of A40 corridor improvement.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 25/05/2023 to 22/06/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway	Cabinet Member for Highway Management	Yousuf Javed, Project Manager, A40 Corridor	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
					Management changed from 22/06/2023 to 07/09/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.			
Chelsey- Papist Way - proposed waiting restrictions <i>(Ref: 2023/164)</i> A decision is required on proposed waiting restrictions.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Aaron Morton, Engineer (Road Agreements Team - SV Engineering 1) Tel: 07393 001028	Corporate Director Environment & Place
Didcot - Diamond Drive - proposed use of ANPR enforcement equipment at bus gate <i>(Ref: 2023/247)</i> A decision is required on the proposed use of ANPR enforcement equipment to replace	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.		Cabinet Member for Highway Management	Ryan Moore, Senior Engineer (Road Agreement Team - S&V) Tel: 07557 082568	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
the existing bollard.								
Drayton (Abingdon) - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/089)</i>	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	<p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 20/07/2023. Reason: consultation still in process.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: Decision deferred from the July meeting.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.</p>	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
East Hagbourne Residential development off Main	Delegated Decisions by Cabinet	No	None	Standard traffic	Decision due date for Delegated Decisions by	Cabinet Member for Highway	Rosie Wood, Consultant Engineer	Corporate Director Environment &

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Street - proposed 20mph speed limit <i>(Ref: 2023/115)</i> To consider any objections arising from the formal Statutory consultation.	Member for Highway Management <i>(12 October 2023)</i>			scheme consultation.	Cabinet Member for Highway Management changed from 22/06/2023 to 20/07/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required.	Management		Place
Grove: residential development at Grove Airfield proposed 20mph speed limit and one-way traffic order <i>(Ref: 2023/107)</i> Traffic scheme to facilitate approved development.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
Littleworth - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/097)</i> To determine what speed limit changes	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
should be made following consideration of public consultation responses.					Reason: further work required.			
Lyneham - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/072)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 07/09/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Newington - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/195)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

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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
Nuneham Courtenay - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/194)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Oxford: Oxford North development - proposed 20mph speed limit <i>(Ref: 2023/106)</i> Traffic scheme to facilitate approved development.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736	Corporate Director Environment & Place
Oxford The Plain Roundabout - proposed use of ANPR equipment to enforce left turn prohibition from B480 Cowley Road entry <i>(Ref: 2023/147)</i> ANPR equipment proposed to be installed to reduce the level of non-compliance with the prohibited left turn &	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Consultation as prescribed under Traffic Management Act	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Caroline Coyne, Assistant Project Manager	Corporate Director Environment & Place

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Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
thereby improve road safety								
Oxford: Various Locations in North Oxford- proposed parking permit eligibility amendments <i>(Ref: 2023/228)</i> To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	James Whiting, Principal Officer - Parking Tel: 07584 581187	Corporate Director Environment & Place
Slivenham - Townsend Road - proposed traffic calming measures and bus stop clearways <i>(Ref: 2023/155)</i> Proposed traffic calming measures and bus stop clearway for improved road safety and bus user amenity.	Delegated Decisions by Cabinet Member for Highway Management (12 October 2023)	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Lee Turner, Principal Officer - Traffic Schemes Tel: 07917 072678	Corporate Director Environment & Place
Towersey - Proposed 20 mph Speed Limits and associated speed limit	Delegated Decisions by Cabinet	No	None	Standard traffic	Decision due date for Delegated Decisions by	Cabinet Member for Highway	Geoff Barrell, Senior Infrastructure	Corporate Director Environment &

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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
buffers <i>(Ref: 2023/191)</i> Consider formal consultation responses.	Member for Highway Management <i>(12 October 2023)</i>			scheme consultation.	Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Management	Planner Tel: 07740 779859	Place
Wallingford / Cholsey; A4130 Bosley Way - proposed prohibition of right turns at New Barn Farm access <i>(Ref: 2023/105)</i> Traffic scheme to facilitate safe operation of approved development.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.	Cabinet Member for Highway Management	Aaron Morton, Engineer (Road Agreements Team - SV Engineering 1) Tel: 07393 001028	Corporate Director Environment & Place
Wallingford: Land North of King Henry Avenue - proposed 20mph speed limit & Bus stop clearway <i>(Ref: 2023/058)</i> To consider any objections arising from the formal Statutory consultation.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 25/05/2023 to 22/06/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Ryan Moore, Senior Engineer (Road Agreement Team - S&V) Tel: 07557 082568	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
					changed from 22/06/2023 to 12/10/2023. Reason: not yet consulted.			
Watchfield - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/100)</i> To determine what speed limit changes should be made following consideration of public consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
West Challow - A417 - proposed 30mph speed limit <i>(Ref: 2023/242)</i> A decision is required on a proposed 30mph speed limit	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	Yes	None	Standard traffic scheme consultation		Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	Corporate Director Environment & Place
West Hendred A417 - proposed 30mph speed limit <i>(Ref: 29023/167)</i> A decision is required on a proposed 30mph speed limit	Delegated Decisions by Cabinet Member for Highway Management <i>(12 October 2023)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further	Cabinet Member for Highway Management	Mark Francis, Traffic & Traffic Schemes Technical Officer (South) Tel: 07730 926962	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
					work required.			

16 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Ardley with Fewcott proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/158)</i> To consider and decide outcome of formal consultation over 20 mph speed limit proposals.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Ashbury - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/095)</i> To determine what speed limit changes	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	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
should be made following consideration of public consultation responses.					work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.			
Caversfield - 20 mph Speed Limit proposals and associated speed limit buffers <i>(Ref: 2023/201)</i> To consider the outcome of formal consultation.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Didcot Local Cycling and Walking Infrastructure Plan <i>(Ref: 2023/226)</i> To seek approval for	Delegated Decisions by Cabinet Member for Highway Management	No	None	Public and stakeholder consultation will be undertaken		Cabinet Member for Highway Management	Rebecca Crowe, Transport Planner (Infrastructure Locality - South & Vale) Tel: 07833 401067	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
the draft Didcot Local Cycling and Walking Infrastructure Plan.	(16 November 2023)			and results reported in the cabinet report.				
Enstone: Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/133)</i> Part of the 20 Mph Speed Limit project to promote 20 limits across the county where the community seek them.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 20/07/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Finstock - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/189)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	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
					Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.			
Leaffield - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/183)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
Milton (Abingdon) - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/196)</i> Consider formal consultation	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
responses.					work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.			
Minster Lovell - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/182)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
North Newington - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/199)</i>	Delegated Decisions by Cabinet Member for Highway Management	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

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

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
associated speed limit buffers <i>(Ref: 2023/157)</i> To consider outcome of formal consultation.	Cabinet Member for Highway Management <i>(16 November 2023)</i>			scheme consultation.	Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Highway Management	Infrastructure Planner Tel: 07740 779859	Environment & Place
Teddington - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/192)</i> Consider formal consultation responses.	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Reason: further work required.			
Upper Heyford - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/197)</i> Consider formal consultation responses. <div style="writing-mode: vertical-rl; transform: rotate(180deg); position: absolute; left: -60px; top: 50%;">Page 107</div>	Delegated Decisions by Cabinet Member for Highway Management <i>(16 November 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 16/11/2023. Reason: further work required.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

14 December 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Sandford St Martin - Proposed 20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/180)</i> Consider formal	Delegated Decisions by Cabinet Member for Highway Management <i>(14 December 2023)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023.	Cabinet Member for Highway Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

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

The Forward Plan

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

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
20 mph Speed Limits and associated speed limit buffers <i>(Ref: 2023/177)</i> Consider formal consultation responses.	Decisions by Cabinet Member for Highway Management <i>(14 December 2023)</i>			traffic scheme consultation.	for Delegated Decisions by Cabinet Member for Highway Management changed from 07/09/2023 to 12/10/2023. Reason: further work required. Decision due date for Delegated Decisions by Cabinet Member for Highway Management changed from 12/10/2023 to 14/12/2023. Reason: further work required.	Member for Highway Management	Senior Infrastructure Planner Tel: 07740 779859	Director Environment & Place

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25 January 2024

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

The Forward Plan

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 environment								

Cabinet Member for Travel & Development Strategy

7 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Benson Relief Road - approval to enter agreement <i>(Ref: 2023/235)</i> To delegate authority to the Corporate Director of Environment & Place in consultation with Finance and Legal Services to negotiate and complete the contract which is required in relation to the construction/delivery of the Benson Relief Road scheme.	Delegated Decisions by Cabinet Member for Travel & Development Strategy <i>(7 September 2023)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Travel & Development Strategy	Dan Hammond, Senior Project Manager	Corporate Director Environment & Place
Wantage Eastern Link Road (WELR) - to ratify the build contract	Delegated Decisions by Cabinet	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Travel &	Dan Hammond, Senior Project Manager	Corporate Director Environment &

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><i>(Ref: 2023/236)</i></p> <p>To delegate authority to the Corporate Director of Environment & Place (in consultation with Finance and Legal Services) to ratify the build contract that was entered into between the County Council and Galliford Try (on 22 July 2022) in relation to the construction/ delivery of the WELR scheme.</p>	Member for Travel & Development Strategy <i>(7 September 2023)</i>					Development Strategy		Place
<p>Central Oxfordshire Travel Plan (COTP) Final Version <i>(Ref: 2023/219)</i></p> <p>To approve final version of COTP. COTP approved by Cabinet Nov '22.</p>	Delegated Decisions by Cabinet Member for Travel & Development Strategy <i>(7 September 2023)</i>	No				Cabinet Member for Travel & Development Strategy	Rob Freshwater, Senior Transport Planner Tel: 07775 007926	Corporate Director Environment & Place

The Forward Plan

12 October 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Bicester - A4095 / B4100 Banbury Road roundabout improvements - Contracts and Agreements <i>(Ref: 2023/237)</i> Delegated decision to officer to enter in to construction contract for Bicester - A4095 / B4100 Banbury Road Roundabout Improvements scheme	Delegated Decisions by Cabinet Member for Travel & Development Strategy <i>(12 October 2023)</i>	Yes	None			Cabinet Member for Travel & Development Strategy	Mohamed Gulamhussein, Project Manager	Corporate Director Environment & Place
A423 Kennington Improvement Programme - Contracts and Agreements <i>(Ref: 2023/152)</i> To consider a recommendation to enter in to construction contract for A423 Kennington Improvement Programme.	Delegated Decisions by Cabinet Member for Travel & Development Strategy <i>(12 October 2023)</i>	Yes - Capital Expenditure >£1m	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Travel & Development Strategy changed from 07/09/2023 to 12/10/2023. Reason: further work required.	Cabinet Member for Travel & Development Strategy	Helen Powdrill, Programme Lead Tel: 07554 103476	Corporate Director Environment & Place

The Forward Plan

Cabinet Member for Finance

22 September 2023

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

Cabinet Member for Adult Social Care

8 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Supported Living Contracts to be awarded through the Live Well (Adults) Supported Services Framework <i>(Ref: 2023/251)</i>	Delegated Decisions by Cabinet Member for Adult Social Care <i>(8 September 2023)</i>	Yes	None	N/A		Cabinet Member for Adult Social Care	Sharon Paterson, Commissioning Manager – Live Well	Corporate Director for Adults Services

The Forward Plan

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

19 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Equipment provision and installation <i>(Ref: 2023/211)</i> Statutory provision of equipment funded by the Council, ICB and NHS provider organisations.	Delegated Decisions by Cabinet Member for Adult Social Care <i>(19 September 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Extension of Carer Support Service contract with Age UK Oxfordshire <i>(Ref: 2023/212)</i> Statutory provision of support to unpaid carer - support contract.	Delegated Decisions by Cabinet Member for Adult Social Care <i>(19 September 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Home Improvement Agency Contract for SODC/VWHDC <i>(Ref: 2023/209)</i>	Delegated Decisions by Cabinet Member for	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Provision of statutory service to implement Disabled Facilities Grant in South Oxfordshire and Vale of White Horse DCs.	Adult Social Care (19 September 2023)							
Partnership agreement with CDC, Oxford City and WODC for provision of Home Improvement Agency (Ref: 2023/208) Statutory service to implement Disabled Facilities Grant in specified districts in Oxfordshire.	Delegated Decisions by Cabinet Member for Adult Social Care (19 September 2023)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Specialist Dementia Bed Provision (Ref: 2023/210) Provision of specialist nursing home beds in a block contract model (replacing preceding contract).	Delegated Decisions by Cabinet Member for Adult Social Care (19 September 2023)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Adult Social Care	Ian Bottomley, Lead Commissioner Age Well Support	Corporate Director: Adult Social Care
Telecare (Ref: 2023/214)	Delegated Decisions by	Yes - Revenue	None	N/A		Cabinet Member for	Ian Bottomley, Lead	Corporate Director: Adult

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Provision of telecare and assistive technology and associated emergency response in people's homes.	Cabinet Member for Adult Social Care (19 September 2023)	Expenditure > £500,000				Adult Social Care	Commissioner Age Well Support	Social Care

21 November 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p>Recommissioning of Learning Disability Respite Services (Ref: 2023/234)</p> <p>Key Decision needed to proceed with the procurement of Learning Disability Respite services</p>	Delegated Decisions by Cabinet Member for Adult Social Care (21 November 2023)	Yes	None	Learning Disability community within Oxfordshire	<p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 17/10/2023 to 27/02/2024. Reason: not required as urgently as first advised.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 27/02/2024 to 21/11/2023. Reason: this needs to be brought forward to meet the procurement</p>	Cabinet Member for Adult Social Care	Melanie de Cruz, Commissioning Manager Live Well	Corporate Director of Adult Social Care

The Forward Plan

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

Cabinet Member for Public Health & Inequalities

5 September 2023

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Adult Community Alcohol and Drug Service Contract <i>(Ref: 2023/186)</i> Proposed contract extension of the Adult Community Alcohol and Drug Service.	Delegated Decisions by Cabinet Member for Public Health & Inequalities <i>(5 September 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Public Health & Inequalities	Kate Holburn, Head of Commissioning, Drug and Alcohol (Public Health) Tel: 07825 052768	Corporate Director: Public Health & Community Safety
Approval for extension and modification of Integrated Sexual Health Services Contract <i>(Ref: 2023/220)</i> The current Contract for the provision of Integrated Sexual Health Services reaches a break point on 31st March 2024. The Contract	Delegated Decisions by Cabinet Member for Public Health & Inequalities <i>(5 September 2023)</i>	Yes - Revenue Expenditure > £500,000	None			Cabinet Member for Public Health & Inequalities	Dr Shakiba Habibula, Consultant in Public Health	Corporate Director: Public Health & Community Safety

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Period may be extended for up to 3 years in aggregate.								
Community Outreach Active Travel programme - procurement exercise <i>(Ref: 2023/156)</i> To consider the award of contract for the Community Outreach Active Travel programme which will undergo a tendering process in summer 2023 with a start date of 1 October 2023.	Delegated Decisions by Cabinet Member for Public Health & Inequalities <i>(5 September 2023)</i>	Yes - Revenue Expenditure > £500,000	Annex will include 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	N/A		Cabinet Member for Public Health & Inequalities	Rosie Rowe, Head of Healthy Place Shaping Tel: (01295) 221929	Corporate Director: Public Health & Community Safety

21 November 2023

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

The Forward Plan

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

Work Programme 2023/24

People Overview and Scrutiny Committee

Cllr N Simpson Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

COMMITTEE BUSINESS

Topic	Relevant strategic priorities	Purpose	Type	Report Leads
13 July 2023				
14 September 2023				
Adult Social Care Demand Management and Assurance	Prioritise the Health and Wellbeing of Residents	To understand trends in performance.	Overview and Scrutiny	Cllr T Bearder Karen Fuller
Review of the Digital Inclusion Action Plan	Tackle inequalities in Oxfordshire Work with local businesses and partners for environmental, economic and social benefit.	To review progress made against actions in the Digital Inclusion Action Plan over the last year, and to consider the degree to which the actions contributed to the achievement of their intended objectives.	Overview and Scrutiny	Cllr G Phillips Claire Taylor
Education Commission				
Ofsted/CQC Report				
9 November 2023				

Covid catchup	Create Opportunities for children and young people to reach their full potential	To review covid catchup support for school pupils. Update on covid issues and how they have been addressed.	Scrutiny	Cllr L Brighthouse Anne Coyle
SEND Task and Finish Group	Create Opportunities for children and young people to reach their full potential	?Interim report of the working group	Scrutiny	Cllr Povolotsky; Richard Doney
Pupil Attainment Group	Create Opportunities for children and young people to reach their full potential	?Interim report of the working group	Scrutiny	Cllr Waiane; Richard Doney
18 January 2024				
Update on Home to School Transport				
Verified Exams Data				

ITEMS TO SCHEDULE

ITEMS TO SCHEDULE				
Food Strategy Action Plan	Tackle Inequalities in Oxfordshire Prioritise the health and wellbeing of residents		Scrutiny	
Homelessness Strategy / Oxfordshire Homelessness Alliance	Tackle Inequalities in Oxfordshire		Scrutiny	



	Prioritise the health and wellbeing of residents			
Covid catchup	Create Opportunities for children and young people to reach their full potential	To review covid catchup support for school pupils. Update on covid issues and how they have been addressed.	Scrutiny	Cllr L Brighthouse Anne Coyle

SUB GROUP / WORKING GROUP

SUB GROUPS / WORKING GROUPS				
Name	Relevant strategic priorities	Description	Outcomes	Members
2022 Pupil Education Outcomes <i>July, September, and October 2023</i>	Create Opportunities for children and young people to reach their full potential	2022 Pupil Education Outcomes data	Overview and Scrutiny	Cllr Elphinstone Cllr Howson Cllr Waine
Education Special Meeting with Regional Schools Commissioner, ESFA/OFSTED <i>November 2023</i>	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	To ensure better outcomes	TBC

(Date TBC)	Create Opportunities for children and young people to reach their full potential	provision across Oxfordshire		
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 acting lead – lead TBC
SEND Improvement <i>beginning July 2023</i>	Create Opportunities for children and young people to reach their full potential	To consider where improvements are necessary in the Council's SEND services; to seek assurance that progress is being made; to hear from key stakeholders	To ensure better outcomes	Cllr Povolotsky

BRIEFINGS FOR MEMBER INFORMATION

BRIEFINGS				
Name	Relevant strategic priorities	Description	Outcomes	Members