



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 20 September 2022 at 2.00 pm

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

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

A handwritten signature in black ink that reads "Stephen Chandler".

Stephen Chandler
Interim Chief Executive

September 2022

Committee Officer: **Colm Ó Caomhánaigh**
Tel: 07393 001096; E-Mail:
colm.oocaomhanaigh@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Liz Brighthouse OBE	Deputy Leader of the Council
Glynis Phillips	Cabinet Member for Corporate Services
Dr Pete Sudbury	Cabinet Member for Climate Change Delivery & Environment
Tim Bearder	Cabinet Member for Adult Social Care
Duncan Enright	Cabinet Member for Travel & Development Strategy
Calum Miller	Cabinet Member for Finance
Jenny Hannaby	Cabinet Member for Community Services and Safety
Mark Lygo	Cabinet Member for Public Health & Equality
Andrew Gant	Cabinet Member for Highway Management

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on unless called in by that date for review by the appropriate Scrutiny Committee. Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 18 October 2022

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

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

Whose Interests must be included?

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

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

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

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

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

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

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

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

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

List of Disclosable Pecuniary Interests:

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

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

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, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 22)

To approve the minutes of the meeting held on 19 July 2022 (CA3) and to receive information arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

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

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

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 9am four working days before the meeting i.e., 9am on Tuesday 13 September. Requests to speak should be sent to colm.ocaomhanaigh@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

6. Business Management & Monitoring Report - June/July 2022 (To Follow)

Cabinet Member: Finance

Forward Plan Ref: 2022/049

Contact: Louise Tustian, Head of Insight & Corporate Programmes Tel: 07741 607452/Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163

Report by Corporate Director Customers, Organisational Development & Resources and Director of Finance (**CA6**).

To note and seek agreement of the report.

7. Treasury Management Quarterly Report (To Follow)

Cabinet Member: Finance

Forward Plan Ref: 2022/070

Contact: Tim Chapple, Treasury Manager, 07917 262935

Report by Director of Finance (**CA7**).

Cabinet is asked to note the report and recommend Council to note the council's treasury management activity for the first quarter of 2022/23.

8. Workforce Report and Staffing Data - Quarter 1 - April to June 2022 (Pages 23 - 42)

Cabinet Member: Corporate Services

Forward Plan Ref: 2022/050

Contact: Karen Edwards, Director of Human Resources, 07825521526

Report by Corporate Director Customers, Organisational Development & Resources (**CA8**).

Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.

The Cabinet is RECOMMENDED to note the report.

9. Responding to the Cost of Living Crisis (To Follow)

Cabinet Member: Finance

Forward Plan Ref: 2022/137

Contact: Robin Rogers, Programme Director (Partnerships and Delivery), 07789923206

Report by Corporate Director Customers, Organisational Development & Resources (**CA9**).

To consider options for support to the most economically vulnerable to increases in the cost of living this winter.

10. Highways Asset Management Strategy & Policy (To Follow)

Cabinet Member: Highway Management

Forward Plan Ref: 2021/236

Contact: James Dance, Principal Officer – Asset Renewals Tel: 07392 318900

Report by Corporate Director Environment & Place (**CA10**).

To seek approval of the updated 2022-2027 Highways Asset Management Plan and new approach.

11. Parking Standards for New Developments (To Follow)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2022/105

Contact: Jason Sherwood, Growth Manager South & Vale, 07795 684708

Report by Director of Transport & Infrastructure (**CA11**).

Approval of parking standards.

12. Implementing 'Decide & Provide': Requirements for Transport Assessments (To Follow)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2022/104

Contact: Jason Sherwood, Growth Manager South & Vale, 07795 684708

Report by Director of Transport & Infrastructure (**CA12**).

Approval of new requirements.

13. Terms of Reference for new Integrated Care Partnership for Buckinghamshire, Oxfordshire and Berkshire West (To Follow)

Cabinet Member: Public Health & Equality

Forward Plan Ref: 2022/157

Contact: David Munday, Consultant in Public Health, 07922 849652

Report by Corporate Director for Public Health & Wellbeing (**CA13**).

Recommended to approve draft ToR.

14. For information: Cabinet Responses to Reports from Scrutiny Committees (Pages 43 - 46)

For information only:

The Cabinet Responses to the following reports from Scrutiny Committees:

- Report of the Carbon Reduction Targets Working Group – Commissioned by the Place Overview & Scrutiny Committee (to follow)
- Report of the Place Overview & Scrutiny Committee: Scrutiny of Local Transport and Connectivity Plan (to follow)
- Recommendations of the Performance & Corporate Services Overview & Scrutiny Committee re 2022/23 Equality, Diversity and Inclusion Action Plan
- Voluntary Sector Strategy – Report of the People Overview & Scrutiny Committee
- Digital Inclusion Strategy – Report of the People Overview & Scrutiny Committee (to follow)

15. Forward Plan and Future Business (Pages 47 - 52)

Cabinet Member: All

Contact Officer: Colm Ó Caomhánaigh, Committee Officer Tel: 07393 001096

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA15**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

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

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

CABINET

MINUTES of the meeting held on Tuesday, 19 July 2022 commencing at 11.30 am and finishing at 4.00 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair
Councillor Liz Brighthouse OBE (Deputy Chair)
Councillor Glynis Phillips
Councillor Dr Pete Sudbury
Councillor Tim Bearder
Councillor Duncan Enright
Councillor Calum Miller
Councillor Jenny Hannaby
Councillor Mark Lygo
Councillor Andrew Gant

Other Members in

Attendance: Councillors Brad Baines, David Bartholomew, Yvonne Constance, Ian Corkin, Donna Ford, Charlie Hicks, Dan Levy, Ian Middleton, Michael O'Connor

Officers:

Whole of meeting Stephen Chandler, Interim Chief Executive; Anita Bradley, Director of Law & Governance; Colm Ó Caomhánaigh

The 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 and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

89/22 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

There were no apologies received.

90/22 DECLARATIONS OF INTEREST

(Agenda Item. 2)

There were no declarations of interest.

91/22 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 21 June 2022 were approved with the following amendments:

a) Page 15, first paragraph, add:

“His reasons for abstaining were that he did not believe that the Council should be putting £30m of its own capital into the scheme. It should be put into climate adaptation. He was also not sure that the Council would have the confidence to be as ruthless as it needed to be to get the level of modal shift.”

b) Corrections to the spelling of Councillor Miller’s surname.

92/22 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

See Annex

93/22 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

A petition was received from David Henwood with regard to the Cowley LTN.

The Chair agreed to the following requests to speak:

6. Cowley LTN Experimental TRO

James Schumann

Richard Parnham

Duncan Parkes

Matthew Webb

City Cllr Louise Upton

City Cllr Ajaz Rehman

Ella Sinclair

City Cllr Lubna Arshad

Kamruz Zaman

Hannah Cole

Cllr Linda Smith

Danny Yee

Bashir Ahmed

Robin Tucker

Hazel Dawe

Michael Buick

Shams Uddin

Chris Heron

Anna Railton

Sarah Lockyer

Scott Urban

City Cllr Saj Malik

Judith Harley

Sadiea Mustafa-Awan

Qasim Mohammed

Amir Khan

Tina Reid

Michael Evans

Salman Naqvi
Patrick Vale
Jenny Saunders
John Skinner
Anne Stares
Cllr Charlie Hicks
Cllr Dan Levy
Cllr Brad Baines

7. Reports from Scrutiny Committees

Climate Reduction Targets: Cllr Yvonne Constance
LTCP: Cllr Charlie Hicks
Equality Diversity & Inclusion: Cllr Michael O'Connor
Voluntary & Community Sector Strategy: Cllr Ian Corkin
Digital Inclusion Strategy: Cllr Ian Corkin

9. Capital Programme

City Cllr Katherine Miles
Robin Tucker

17. Didcot Garden Town HIF

Cllr Charlie Hicks

94/22 COWLEY LTN EXPERIMENTAL TRO

(Agenda Item. 6)

The current Experimental Traffic Regulation Orders (ETRO) covering the Cowley schemes were due to come to an end in September. Cabinet was asked to choose one of two options, these being to: either incorporate the ETRO into a TRO; or to remove the schemes altogether.

Before the discussion commenced, the Leader noted that Page 4 of the Cowley 2021 report contained a human error in miscalculation in the table relating to support for the Church Cowley LTN filters. There was an error in the percentage totals, which should read 47% support and 53% oppose, and not 36% support and 64% oppose. This amendment will be made to the original report published online and has been subsequently amended in this 2022 report.

Councillor Andrew Gant, Cabinet Member for Highway Management, proposed amendments to remove two terms in relation to burials within the Muslim tradition which were incorrect. He apologised on behalf of the Council for their inclusion.

Councillor Gant proposed and Councillor Pete Sudbury seconded the following amendment which was agreed:

In Supplementary Documents for Item 6 Part 2, Annex 7, page 126

section headed "Religion or belief"

In column 4, delete word "crematorium" and replace with "burial ground"

In column 5, delete entirely the paragraph "Liaise with Crematorium regarding later hours and portable lighting in the winter could allow ceremonies to be completed".

David Henwood presented a petition with over 3,500 signatures calling for a reversal of the Cowley LTN scheme. The meeting also heard contributions from thirty members of the public on this item. Texts of these speeches, and those of a number of people who were unable to attend at the earlier start time for the meeting, that were provided in advance of the meeting had been circulated to Cabinet Members and will be published on the Cabinet meeting page on the Council website.

Councillor Charlie Hicks welcomed the recommendations to make the scheme permanent. He noted that there were other schemes coming forward in the next 12 months to reduce traffic on the boundary roads too.

Councillor Dan Levy read out an email he received from a resident on one of the roads where bollards had been illegally removed, describing the negative impact on her ability to walk and cross roads in her neighbourhood.

Councillor Brad Baines described LTNs as a critical element in reducing the number of car journeys as required to meet the country's commitments on reducing carbon emissions.

Councillor Gant commended the three recommendations to Cabinet. He emphasised that there was a commitment to review and change the measures where appropriate. The use of ANPR (Automatic Number Plate Recognition) will be considered as this could allow choices to be made as to who can access and at what times.

There was no such thing as unrestricted access. Roads come at a cost. There was a need for behaviour change. There would be a process soon on charges and bus gates were also an important part of the overall vision.

Cabinet Members made further points including the following:

- The commitment to consult and introduce changes by Spring 2023 was very important.
- The measures were needed to provide a peaceful living environment in the neighbourhoods. 20mph zones were also a key element.
- Carbon emissions were continuing to increase, possibly leading to a 4 degree increase in global temperatures by the end of the century.
- The fundamental issues involved were the climate emergency, air pollution, public health and congestion.
- Oxford cannot sustain increases in the number of cars.
- This was particularly positive for the next generations. Many of those who are children now will never buy a car.

- This was about people being able to get about safely in their neighbourhoods.
- This debate was taking place on the hottest day on record in the UK.
- Officers were to be commended for their work on this in a particularly high- pressure situation.

The recommendations, as amended, were proposed by Councillor Gant, seconded by Councillor Enright and agreed.

RESOLVED: to

- Incorporate the provisions of the current Experimental Traffic Regulation Orders (ETRO) into a Traffic Regulation Order (TRO) for the Church Cowley, Florence Park and Temple Cowley areas that are Low Traffic Neighbourhoods (LTNs).**
- Undertake further community and stakeholder engagement in order to further refine and improve the scheme, with any changes to be implemented by Spring 2023.**
- Undertake a process of monitoring and reviewing all elements of the scheme, and to bring forward proposals for changes through the consultation process which may include (but not necessarily be limited to): replacing some hard closures with ANPR-controlled traffic filters; reviewing the exact location of some installations within a road; replacing others with elements such as parklets in order to deliver public realm improvements.**

95/22 REPORTS FROM SCRUTINY COMMITTEES

(Agenda Item. 7)

The report of the Carbon Reduction Targets Working Group, commissioned by the Place Overview & Scrutiny Committee, was presented by Councillor Yvonne Constance, Chair of the Working Group. She summarised the seven recommendations in the report.

Councillor Pete Sudbury, Cabinet Member for Climate Change Delivery & Environment, welcomed the report and thanked Councillor Constance for the report and for the foundations she laid as his predecessor in Cabinet.

The Chair noted that Oxfordshire had more Community Action Groups involved than any other county. It was agreed to accept the recommendations and respond formally.

The report of the Place Overview & Scrutiny Committee: Scrutiny of Local Transport and Connectivity Plan was introduced by Councillor Charlie Hicks, Deputy Chair of the Committee. Most of the observations in the report related to the deliverability question.

Councillor Duncan Enright, Cabinet Member for Travel & Development Strategy, thanked the Committee and added that he planned to respond at their November meeting to outline the lessons from history and how they planned to learn from them.

The report of the People Overview & Scrutiny Committee on Voluntary Sector Strategy was presented by Councillor Ian Corkin, Chair. He itemised the five recommendations which mostly related to consultation and concerns that the impression might be given that the needs of younger people might be de-prioritised in comparison to needs of older people.

Cabinet accepted the report and will respond formally.

Councillor Corkin introduced the Committee's report on Digital Inclusion Strategy which had two recommendations: that the Council consult with parish, town, district and city councils as well as with businesses, particularly smaller ones, on the barriers they faced to ensuring the benefits of the internet were available to them.

Councillor Glynis Phillips, Cabinet Member for Corporate Services, responded that she accepted the recommendations in full and would respond formally.

The recommendations of the Performance & Corporate Services Overview & Scrutiny Committee re the 2022/23 Equality, Diversity And Inclusion Action Plan were introduced by Councillor Michael O'Connor, Deputy Chair. They recommended that an annual report be published on the implementation and impact of the action plan and that the council publish an accessible overview of its work to deliver its strategic priority 'Tackle inequalities in Oxfordshire' and a dashboard of all relevant indicators of inequality to demonstrate its progress.

Councillor Mark Lygo, Cabinet Member for Public Health & Equality, responded that the first recommendation will be covered by the quarterly Business Management and Monitoring Reports and officers will make the second recommendation happen. The Health & Wellbeing Board will be involved as well as scrutiny.

Cabinet accepted the recommendations and will respond formally.

96/22 BUSINESS MANAGEMENT & MONITORING REPORT - MAY 2022

(Agenda Item. 8)

Cabinet had before it a report summarising the performance and finance position for the council with recommendations on virements, Review of Charges and Business Rate funding.

Councillor Calum Miller, Cabinet Member for Finance, introduced the report. He noted that it was the first report under the new Outcomes Framework of the Fair Deal Alliance. He drew particular attention to paragraph 22: Risk Management Overview which he said highlighted some of the real risks in relation to children's services. The projected overspend for this financial year was £4.4m which was high for so early in the financial year but will continue to be closely monitored.

Cabinet Members made comments including the following:

- Paragraph 94 of Annex B refers to new combined parking and bus tickets being introduced for a trial period by the County and City Councils to encourage more use of this more environmentally friendly option.
- Officers were working hard to limit the continuing overspend in the High Needs Block but it was being driven by high demand for services and central government was not providing any additional funding. They were looking at better ways of delivering the service but that can only be done by releasing capital to provide our own special schools.
- Central government has continually cut funding for local government and the contestants to be the next prime minister were all advocating further tax cuts that will hit the most vulnerable hardest.

The recommendations were proposed by Councillor Miller, seconded by Councillor Sudbury and agreed.

RESOLVED to:

- a) note the report.**
- b) agree the virements set out in Annex B-2a**
- c) note the virements and supplementary estimate set out in Annex B-2b and B-2c**
- d) agree the proposed update to the Review of Charges for 2022/23 as set out in paragraphs 94 and 95 of Annex B.**
- e) note the additional £5.9m Business Rate funding set out in Annex B paragraph 130 and agree that this should be added to the Business Rates Reserve pending agreement about the use of this funding.**

97/22 CAPITAL PROGRAMME UPDATE AND MONITORING REPORT - MAY 2022

(Agenda Item. 9)

Cabinet considered a report recommending reprofiling of major infrastructure projects, allocations of grant funding and a full review of the Capital Programme in light of pressures and increasing inflation costs.

Councillor Calum Miller, Cabinet Member for Finance, introduced the report. The reprofiling of infrastructure projects was necessary following some delays in land purchase and design. £50m of capital expenditure will be moved to the following financial year as a result. Measures were being taken

to ensure that the Council lived within its means in what will be a very challenging period.

Before considering the report, the Chair had agreed to hear the following speakers:

City Councillor Katherine Miles, Summertown Ward, criticised the recommendation in the review of Homes from Infrastructure Programme to remove further funding from the Woodstock Road and Banbury Road corridor improvements and re-allocate the remaining funding from these schemes to other schemes. These improvements were much needed especially given the new development at Oxford North.

Robin Tucker, Co-chair of the Coalition for Healthy Streets and Active Travel, called on Cabinet to ask central government to re-think HIF1 (Housing Infrastructure Fund) given that the Department for Transport's Decarbonising Transport strategy, the strategy of EEH, our sub-national transport body, and our own LTCP all require a reduction in motor traffic, and the Committee on Climate Change tells us that more action is needed on modal shift.

Cabinet Members responded that the HIF1 scheme was constantly under review to make it better for active travel. The recommendation on the Woodstock and Banbury Road schemes had not been accepted yet. They were still a high priority but will have to be consistent with the Central Oxford Transport Strategy and funding could come from somewhere other than the Growth Deal.

Cabinet Members acknowledged that there was increasing difficulty in funding projects with current inflation rates. Other sectors such as children's social care and SEN needed capital investment too as well as climate adaptation projects. The Capital Projects Board was in place to evaluate the projects equitably.

The recommendations were proposed by Councillor Miller, seconded by Cllr Gant and agreed.

RESOLVED to:

Re-profiling

- a) Agree the re-profiling of HIF1, HIF2, A40 and the Banbury & Bicester programmes (paragraphs 19,20)

Grant funding

- b) Agree the inclusion in the Capital Programme of the following grant funding updates and allocation:
 - High Needs Provision Capital Allocations for 2022/23 and 2023/24 of £15.7m to the basic need programme to address SEN provision (Paragraph 61),
 - £2.2m Sustainable Warmth Fund for Home Upgrade grant (Paragraph 70),

- Highways Structural Maintenance Programme between 2022/23 and 2024/25 of £25.2m towards the annual maintenance programmes (Paragraph 65)

Capital Programme Governance and prioritisation

- c) Endorse the changes to Capital Programme governance, noting the enhanced role of Cabinet and rollout of changes to strengthen internal structures and procedures. (paragraph 78 and annex 3, structure chart).
- d) Agree to a full review of the Capital Programme, in light of pressures and rising inflation costs (paragraph 80)
- e) Agree that the Housing & Growth Deal should be reported at project level rather than programme level, as set out in paragraph 32.
- f) Endorse the latest capital monitoring position for 2022/23 set out in Annex 1, noting the return of £1.7m corporate funds from the Defect Liability Programme.
- g) Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.

98/22 OXFORDSHIRE-CHERWELL PARTNERSHIP TRANSITION PLAN

(Agenda Item. 10)

In February 2022, Oxfordshire County Council and Cherwell District Council agreed to give notice to terminate the current s.113 partnership between the two Councils. Cabinet considered a report setting out the decisions made on each service, the transition arrangements away from the current partnership, and the financial implications of the termination.

The Chair introduced the report which she said had been extensively discussed at the Council meeting the previous week and the Joint Shared Services and Personnel Committee. The process was on target thanks to very good management by officers in both Councils.

The recommendations were proposed by Councillor Leffman, seconded by Councillor Brighouse and agreed.

RESOLVED to:

- a) **Note the conclusions of the Joint Shared Services and Personnel Committee (JSSP) as set out in Table 1;**
- b) **Agree the transition arrangements as set out in Table 1;**
- c) **Note the financial implications as set out in Annex A, which are incorporated in the Business Management & Monitoring Report for 2022/23 elsewhere on this agenda;**

- d) **Note that the on-going financial impact will be addressed as part of the Budget and Business Planning process for 2023/24;**
- e) **Delegate to the Interim Chief Executive powers to operate, terminate, extend or vary the new arrangements with Cherwell District Council where they relate to executive functions.**

99/22 OXFORDSHIRE STRATEGIC RAIL FREIGHT INTERCHANGE

(Agenda Item. 11)

Oxfordshire Railfreight Ltd. has proposed a rail freight interchange close to the site of the former Ardley railway station. Given the scale and significance of the development, officers considered that Cabinet should have the opportunity to approve the Council's response to the first public consultation by the promoter.

Councillor Duncan Enright, Cabinet Member for Travel & Development Strategy, introduced the report. The proposal was part of the national infrastructure programme. The LTCP committed the Council to supporting rail freight. This consultation response conveys our concerns about the implications in this proposal for the local road network, the employment market, onward transport of goods and access for employees.

Cabinet Members raised other concerns including the following:

- The Bicester area already had a large number of warehouses.
- There were concerns about the scale of the site and knock-on implications for the road network.
- This proposal was located in an important area for nature.
- Thousands of staff will likely have to travel long distances and access the site 24 hours a day, yet there was no proposal to have a passenger station on this site.
- We should not be converting much needed farmland to warehouse space.

The recommendations were proposed by Councillor Enright, seconded by Councillor Sudbury and agreed.

RESOLVED to approve Oxfordshire County Council's response to a non-statutory public consultation on the proposals for the Oxfordshire Strategic Rail Freight Interchange.

100/22 DIGITAL INCLUSION STRATEGY

(Agenda Item. 12)

Cabinet was asked to approve the Oxfordshire Digital Inclusion Strategy and agree the actions that the County Council will undertake.

Councillor Glynis Phillips, Cabinet Member for Corporate Services, introduced the report. The strategy was designed to ensure that the benefits of the digital technologies were available to all. The pandemic brought home to us the vital role that technologies now play in all our lives. The report identified groups of people who were more likely to be digitally excluded and aimed to ensure they were included in all consultations.

Councillor Phillips added that the charter had been drafted in partnership with the district and city councils. Cabinet had earlier accepted the recommendations from the People Overview & Scrutiny Committee and was committed to submitting an annual update of the process to scrutiny and Cabinet.

Councillor Pete Sudbury stated that this strategy was a critical enabler in allowing more people to work from home and travel less. This was particularly important in a more rural county with a high proportion of knowledge workers. The strategy needed to ensure that the needs of the disabled and neuro-diverse were catered for.

The recommendations were proposed by Councillor Phillips, seconded by Councillor Sudbury and agreed.

RESOLVED to:

- a) **Approve the OCC Digital Inclusion Strategy.**
- b) **Approve the annual review by Cabinet and People Overview & Scrutiny Committee of our progress against the commitments set out in the strategy.**
- c) **Approve the Oxfordshire Digital Inclusion Charter.**

101/22 EQUALITY, DIVERSITY AND INCLUSION ACTION PLAN 2022-23

(Agenda Item. 13)

Cabinet had before it a report setting out how the Equality, Diversity and Inclusion (EDI) action plan for 2022-23 had been developed to support the Council's EDI framework known as 'Including Everyone'. The action plan for adoption was attached as annex 1.

Councillor Mark Lygo, Cabinet Member for Public Health & Equality, introduced the report. There was a particular effort this year to be more specific in timelines and benchmarks. Improvements had been made in the Council's anti-bullying policy. A new senior policy officer had been recruited to work closely with our staff networks and public health team in addressing health inequalities.

The recommendations were proposed by Councillor Lygo, seconded by Councillor Phillips and agreed.

RESOLVED to:

- a) **adopt the Equality, Diversity and Inclusion Action Plan for 2022-2023;**
- b) **agree delegated authority to the Corporate Director Customers, Organisational Development and Resources to agree minor typographical changes to the action plan and an updated foreword from the Leader.**

102/22 PROVISION OF SERVICES FOR ADULTS AND CHILDREN AFFECTED BY DOMESTIC ABUSE

(Agenda Item. 14)

Cabinet considered a report highlighting the intention to commission Oxfordshire Domestic Abuse services in time for a contract start date of April 2023. These include provision for safe accommodation and support, specialist support from the IDVA service and Perpetrator support services to assist in the prevention and reduction of harm for individuals and their children affected by domestic abuse.

Councillor Mark Lygo, Cabinet Member for Public Health & Equality, introduced the report on behalf of all the partners across the county that have worked together on its creation. The strategy was built on four pillars: prevention, provision, pursuing and partnership. A Lived Experience Advisory Group will work with lived experience consultants to enable a co-production approach. Councillor Lygo thanked the officers who worked on the strategy and Members whose feedback helped shape it.

Cabinet Members made the following observations:

- Domestic abuse was a major factor in bringing children into care.
- There was a need to look at how schools deal with behaviour issues.
- The focus on helping abusers to change their behaviour was very welcome.
- Domestic abuse occurs in all communities and the involvement of the district and city councils, the NHS and Police in this strategy was very welcome.

The recommendations were proposed by Councillor Lygo, seconded by Councillor Enright and agreed

RESOLVED to:

- a) **Agree the proposed commencement of a procurement exercise for Oxfordshire domestic abuse services, including IDVA (Independent Domestic Violence Advocates) and Perpetrator provision in 2022.**

- b) **Agree the progress of the statutory duties set out in the Domestic Abuse Act 2021, including the Needs Assessment and Overarching Domestic Abuse Strategy 2022**

103/22 OXFORDSHIRE VOLUNTARY AND COMMUNITY SECTOR STRATEGY

(Agenda Item. 15)

Cabinet had before it a report on the proposed five year Voluntary and Community Sector (VCS) strategy to set out the Council's commitment to support a sustainable sector, through co-production with the VCS, district and city council colleagues and Oxfordshire County Councillors.

Councillor Mark Lygo, Cabinet Member for Public Health & Equality, introduced the report. The pandemic had led to collaboration with the voluntary and community sector on a scale never seen before. There was considerable ambition now to retain that new culture to drive efficiency, flexibility and responsiveness. A steering group will include ten VCS organisations and the district and city councils.

Councillor Lygo noted that while the consultation on the strategy showed 90% support for the priorities, some aspects were challenged and those comments, along with the views of the People Overview & Scrutiny Committee will be taken on board as this will be a flexible strategy.

Cabinet Members commented as follows:

- Newly appointed youth workers were already examining what was happening in the VCS sector to ensure that the Council complements that work and a report will be forthcoming on that.
- Without the support of the VCS adult social care would have been overwhelmed. They do particularly valuable work keeping people safe in at home.

The recommendation was proposed by Councillor Lygo, seconded by Councillor Hannaby and agreed.

RESOLVED to approve the Voluntary and Community Sector (VCS) Strategy for 2022 – 2027.

104/22 OXFORD 'STREET VOICE' CITIZEN'S JURY

(Agenda Item. 16)

Cabinet received an update on the independent research project undertaken by the consortium of researchers from Oxford University and was recommended to ask Overview and Scrutiny to consider a dedicated event in September 2022 to consider the findings in committee.

Councillor Glynis Phillips, Cabinet Member for Corporate Services, thanked the advisory group and the officers who gave up their weekends to support

this process. The process itself had been designed by the Oxford University team to consider a broad range of transport issues. A report will come back to Cabinet following the consideration by scrutiny.

Councillor Phillips proposed an amendment to delete “in September 2022” from the recommendation as the scrutiny committees set their own work plan. This was seconded by Councillor Brighthouse and agreed.

Cabinet Members noted that the recommendations in the initial report were broadly in line with the Local Transport and Connectivity Plan recently agreed by Cabinet.

The recommendations as amended were proposed by Councillor Phillips and seconded by Councillor Brighthouse.

The Chair thanked the University of Oxford for approaching the Council with the proposal.

RESOLVED to:

- a) **Note the independent research project undertaken by the consortium of researchers from Oxford University (annex 1) and request that Overview and Scrutiny consider a dedicated event to consider the findings in committee.**
- b) **Formally record its thanks to the residents who participated in the Jury and commit to consideration of and response to the recommendations from the Jury and any subsequent Overview and Scrutiny Committee considerations.**

105/22 DIDCOT GARDEN TOWN HIF1 - COMPULSORY PURCHASE AND SIDE ROAD ORDERS

(Agenda Item. 17)

Cabinet in July 2020 agreed the preferred options to proceed with the preliminary design and planning application for this Scheme. A subsequent report in June 2021 approved the “in principle” use of statutory powers. Cabinet was now asked to approve the Compulsory Purchase and Side Road Orders deemed necessary as outlined in the report.

Before considering the report, the Chair had agreed to the following speaker:

Councillor Charlie Hicks noted that inflation forecasts had increased since the figures were calculated for this report and in particular construction costs were rising more quickly than general inflation. He asked Cabinet to delay the decision until after the capital budget review. There were ways to build homes that did not require more roads. These ideas were gaining ground in government departments.

Councillor Tim Bearder left the meeting.

Councillor Liz Brighthouse asked for confirmation that Cabinet had agreed that it would put no more of the Council's money into this project.

Councillor Duncan Enright, Cabinet Member for Travel & Development Strategy, responded that he was comfortable with the funding arrangements. These issues had already been given an airing when discussing the Grant Determination Agreement. The argument against further delay was that the scheme was time-limited on the basis of the GDA.

Councillor Calum Miller, Cabinet Member for Finance, noted that paragraphs 79 and 80 of the report outlined how the risks associated with scheme delivery and inflation were accounted for within the overall forecast budget. Since then, the inflation outlook had worsened but Cabinet had made it clear to Homes England that the current total for this scheme was the maximum that the Council can fund from its resources. The team was already working on value engineering for this scheme.

Councillor Miller added that Homes England had agreed that their capital would be drawn down first and there was a "no clawback" clause. There were various gateways at which it would be possible to review the funding situation. Any discussion at those stages would be on the premise that the Council was not putting any more money in.

Councillor Pete Sudbury, referring to paragraphs 86 and 87, stated that there will only be positive impacts on air quality and carbon emissions for local villages if the old bridges are closed to motor traffic.

Recommendations a) to p) were proposed by Councillor Enright, seconded by Councillor Lygo and agreed.

RESOLVED to:

- a) **Confirm that the acquisition of the land and new rights identified on the map attached to this report (Annex B) ("the Order Map") being the map accompanying The Oxfordshire County Council (Didcot Garden Town Highways Infrastructure – A4130 Improvement (Milton Gate to Collett Roundabout), A4197 Didcot to Culham Link Road and A415 Clifton Hampden Bypass) Compulsory Purchase Order 2022 ("the CPO") is necessary for highway purposes;**
- b) **Approve the CPO, the Order Map, the SRO, the plans accompanying the SRO ("SRO Plans") and the Bridge Scheme all substantially in the form annexed to this report but to delegate to the Director of Transport and Infrastructure following consultation with the Director of Law & Governance, authority to modify them as necessary;**

- c) **Authorise the Director of Law & Governance to make The Oxfordshire County Council (Didcot Garden Town Highways Infrastructure – A4130 Improvement (Milton Gate to Collett Roundabout), A4197 Didcot to Culham Link Road and A415 Clifton Hampden Bypass) Compulsory Purchase Order 2022 pursuant to Sections 239, 240, 246, 250 and 260 of the Highways Act 1980 (as amended) and Parts II and III of Schedule 2, and Schedule 3 to the Acquisition of Land Act 1981 for the purpose of acquiring the land and interests shown on the Order Map and described in the Schedules to the CPO (or such lesser area of land should this in his opinion be appropriate) to facilitate the construction of new highway and other necessary and related works and mitigation on such land and to affix the Common Seal of the Council to the CPO and to the Order Map;**
- d) **Authorise the Director of Law & Governance to make The Oxfordshire County Council (Didcot to Culham Thames Bridge) Scheme 2022 (“the Bridge Scheme”) pursuant to Section 106(3) of the Highways Act 1980 (as amended) for the purpose of allowing construction of a bridge over a navigable waterway, being the Thames River and to affix the Common Seal of the Council to the Bridge Scheme and its accompanying plan(s);**
- e) **Authorise the Director of Law & Governance to make The Oxfordshire County Council (Didcot Garden Town Highways Infrastructure – A4130 Improvement (Milton Gate to Collett Roundabout), A4197 Didcot to Culham Link Road and A415 Clifton Hampden Bypass) (Side Roads) Order 2022 (“the SRO”) pursuant to Sections 14 and 125 of the Highways Act 1980 (as amended) to enable the stopping-up, diversion, alteration, improvement and creation of new lengths of highway or reclassification of existing highways, enabling the stopping up of private means of access as necessary where the scheme design necessitates and re-provision of private means of access and giving authority for the acquisition of necessary land pursuant to the CPO and to affix the Common Seal of the Council to the SRO and to the SRO Plans;**
- f) **Authorise the Director of Law & Governance to remove from the CPO any plot (or interest therein) no longer required to be acquired compulsorily, to amend the interests scheduled in the CPO (if so advised) and to request that the Secretary of State makes any modifications to the CPO prior to confirmation as may be appropriate;**
- g) **Authorise the Director of Law & Governance to amend and finalise the draft Joint Statement of Reasons (Annex A) for the CPO and The Oxfordshire County Council (Didcot Garden Town Highways Infrastructure – A4130 Improvement (Milton Gate to Collett Roundabout), A4197 Didcot to Culham Link Road and**

A415 Clifton Hampden Bypass) (Side Roads) Order 2022 (“the SRO”) and The Oxfordshire County Council (Didcot to Culham Thames Bridge) Scheme 2022 (“the Bridge Scheme”) considered necessary prior to its submission to the Secretary of State;

- h) Authorise the Director of Law & Governance to advertise the making of the CPO, the SRO and the Bridge Scheme and to submit the CPO, SRO and Bridge Scheme to the Secretary of State for Transport for confirmation, together with authorising the Director of Law & Governance to take all other relevant action thereon to promote the confirmation and/or publication of the CPO, SRO and Bridge Scheme (including by statutory instrument for the Bridge Scheme);**
- i) In the event that any Public Inquiry is convened to consider objections to the CPO and/or SRO and/or Bridge Scheme and/or planning application (by way of a call-in decision), to authorise the Director of Law & Governance, in consultation with the Director of Transport and Infrastructure to prepare and submit such evidence as is necessary in support of the CPO and/or SRO and/or Bridge Scheme and/or planning application, including enlisting the assistance of outside consultants, legal advisors and Counsel to assist in the preparation and presentation of such evidence.**
- j) As soon as the CPO, the SRO and the Bridge Scheme have been confirmed and become operative, to authorise the Director of Law & Governance to comply with all associated requirements in respect of personal, site and press notices of confirmation and at the appropriate time thereafter to make, seal and give notice of a General Vesting Declaration (or declarations where more than one is required) under the Compulsory Purchase (Vesting Declarations) Act 1981 and/or to serve Notices to Treat and Notice of Entry in respect of those properties to be acquired compulsorily;**
- k) Authorise the Director of Transport and Infrastructure in consultation with the Director of Law & Governance to negotiate terms with interested parties for the purchase by agreement or payment of compensation in accordance with the Compensation Code in respect of any interests or rights in or over any land included in the CPO and, where appropriate, to agree terms for relocation;**
- l) Authorise the Director of Property in consultation with the Director of Law & Governance to complete the acquisition of such interests or rights and execute their legal transfer/grant to the Council;**

- m) In the event that compensation for the acquisition of land and/or rights cannot be agreed between the relevant parties, to authorise the Director of Law & Governance to make a reference to the Upper Tribunal (Lands Chamber) for determination of such compensation together with such other questions as may be necessary to determine, including the engagement of appropriate external legal advisors and surveyors and other experts, as required;
- n) In the event that any question of compensation in relation to the acquisition of land and/or rights is made by way of a reference to the Upper Tribunal (Lands Chamber) (whether by the claimant or the Council) to authorise the Director of Law & Governance to take all necessary steps in relation thereto, including advising on the appropriate uses and compensation payable and issuing the appropriate certificates.
- o) Be notified of the Statutory Blight regime that requires the Council to respond to claims for Statutory Blight pursuant to Part VI, Chapter II and Schedule 13 of the Town and Country Planning Act 1990 (as amended).
- p) In respect to Statutory Blight delegate authority to the Director for Property Services and the Director of Law & Governance to agree appropriate terms in accordance with statutory provisions.

106/22 DELEGATED POWERS - JULY 2022

(Agenda Item. 18)

Councillor Bearder re-joined the meeting.

Cabinet received a quarterly report on the use of the delegated powers under the Scheme of Delegation in the Council’s Constitution (Part 7.1, paragraph 6.3 (c)(i)) where the Chief Executive is authorised to undertake an executive function on behalf of the Cabinet.

RESOLVED: to note the report.

107/22 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 19)

The Cabinet considered a list of items (CA19) for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

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

.....in the Chair

Date of signing

ITEM 4 – QUESTIONS FROM COUNTY COUNCILLORS

Questions	Cabinet Member
<p>1. COUNCILLOR IAN MIDDLETON</p> <p>Cllr Enright will no doubt recall the site visit to the A40 works that he attended along with myself, Cllr Gant, Cllr Levy and various officers to look at concerns raised by local councillors and cycling groups about the poorly laid out transition points along the new cycle path near to the Oxford North development site. We were given reassurances by officers and contractors at the time that these problems would be addressed before the path was fully opened. It appears that these promises have not been kept and the layouts have not changed.</p> <p>There has also been condemnation by cycling groups of the proposed alterations to the Kidlington Roundabout which have just been put out to consultation in a form which I have repeatedly criticised in briefings with officers. Again, I and other members and officers met on site there a few weeks ago in the wake of the death of a cyclist nearby earlier this year. During numerous briefings over a period of nearly a year I was given reassurances that the</p>	<p>COUNCILLOR DUNCAN ENRIGHT, TRAVEL & DEVELOPMENT STRATEGY</p> <p>The consultation for the Kidlington Roundabout proposal is open until 29 July 2022. Once all comments have been received, Oxfordshire County Council (OCC) will evaluate the responses and make recommendations as appropriate. In the meantime, officers will continue to engage with key stakeholders to discuss the proposals.</p> <p>Revisions to the new development junction design to improve the experience for shared path users across the southern arm, as agreed on site with Councillors, have been defined and scoped. OCC has been working with the on-site contractor to try and achieve cost reductions, as the initial pricing was much higher than anticipated. This work is currently unfunded and is going through OCC internal governance to approve the increase in budget, which is required to implement the changes. All other identified improvements for active travel at crossing points along the Oxford North scheme extent (that were discussed on site) will need to form part of a separate project motivation and new</p>

Questions	Cabinet Member
<p>concerns I and others had raised with regard to cycling infrastructure on the roundabout would be addressed. Again, this has not happened.</p> <p>As both the areas concerned are within my division, can the cabinet member give me a commitment that he will urgently look into these matters and report back to me and other local stakeholders and cycling groups about how our concerns will be addressed? Can he also give assurances that he will impress on officers that they need to be more responsive to feedback from local members over highway infrastructure schemes in the future.</p> <p>Supplementary Do we have any idea when the remedial works will commence on the A40 and on the Kidlington Roundabout can we withdraw the consultation at this point?</p>	<p>funding request for implementation at a later date. This is as agreed on site.</p> <p>Response My original response addresses these points as well as we can at the moment but I will keep in touch with local Members on both of these projects.</p>

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CABINET REPORT

DATE 20 September 2022

WORKFORCE REPORT AND STAFFING DATA Q1 2022/2023 APRIL TO JUNE 2022

Report by Corporate Director

Customers, Organisational Development & Resources

RECOMMENDATION

1. The Cabinet is RECOMMENDED to note the report.

Executive Summary

2. Our workforce is the most valuable asset the council deploys. It is our people that make a difference to our residents and our communities. The very nature of the work, and the services we provide, is people intensive. Our residents and communities are reliant on the professionalism of our workforce to deliver high quality services and the future ambitions of the Council.
3. Agile and hybrid working continues, and during Q1 staff and teams continued their utilisation of offices both for business as usual activities and for team collaboration events.
4. This report provides an update for Quarter 1 on key HR activities along with a refreshed workforce profile at Appendix 1.

Quarter 1 overview of activity.

General Overview of the HR, OD and Corporate Health and Safety Team

Organisational Development Activities:

- Equalities, Diversity and Inclusion
- Apprenticeships

Corporate Health, Safety and Wellbeing

Resourcing

Q1 Staffing Data (1st April 2022 – 30th June 2022)

General Overview of the HR, OD and Corporate Health and Safety Team

5. The HR, OD and Corporate Health and Safety team is a team of professionals with a range of people expertise including HR Business Partnering, Employee Relations, Resourcing, HR Business Systems, Reward, Organisational Development, Learning and Development and Health, Safety and Wellbeing
6. The team regularly work from the office but continue to work in an agile manner relevant to the work being carried out. Some team members regularly work across a range of sites and this continues as part of their normal working routine as necessary.
7. The team continues to respond to both strategic and business as usual activities across the breadth of the employment relationship. A fortnightly manager's briefing is produced with a wealth of information and top tips, including supporting the workforce to adjust to the 'new normal' alongside the work being undertaken in the agile workstream of Delivering the Future Together
8. Informal meetings continue to take place every 4-6 weeks with the trade unions offering the opportunity for a regular dialogue on any matters that are of concern. Whilst initially focussed on the impact of Covid on our workforce, all parties recognise the value in continuing with these to work together to discuss and put in place plans to support any emerging issues whilst sharing information, maintaining good communication and enabling positive collaboration across Oxfordshire.

Organisational Development Activities:

Equalities, Diversity and Inclusion

9. Level 2 Maths and English - We are continuing to support staff to gain qualifications in maths and English. Following promotion of the opportunity in May 2022, the number of staff undertaking courses of study continues to rise. 37 people have now successfully completed a qualification in English or maths; an increase of 15 since quarter 4. 57 people are currently on programme or are due to start a programme. 83% of qualifications are undertaken by female staff. Further promotion of this opportunity will take place in quarter 2 along with targeted communications in services with significant numbers of female staff in the lower pay quartile, a focus driven by the outcomes of our Gender Pay Gap Report (2021/22). In addition, refresher training will be offered to staff who already have GCSE in maths and English.

CA8

L2 English and Maths programmes	Quarter4 21-22			Quarter1 22-23		
	male	female	total	male	female	total
Completed programme	4	18	22	7	30	37
On Programme	3	16	19	3	17	20
Withdrawn	4	14	18	2	17	19
Due to Start / completing initial assessment	10	29	39	2	20	22
failed	0	1	1	0	7	7
recently expressed interest	1	13	14	4	11	15

10. Work has commenced to increase opportunities to offer Supported Apprenticeships across the council (please see apprenticeship update).
11. Inclusive Employers, a cross sector organisation specialising in equality, diversity and inclusion in the workplace, have been commissioned to support us in the development of a best in class and comprehensive EDI training suite for all staff which will include induction training for all new staff plus best practice training for all managers. The work is due to complete in quarter 2 with training being rolled out early quarter 3 at the latest. Phase 2 of the reciprocal mentoring programme will be included in this training launch.

Apprenticeships

12. At the end of Q1 there were 269 Apprentices on programme, 58 of these were in schools. 81% of these are permanent staff undertaking an apprenticeship as Continuing Professional Development (CPD) or career progression.
13. During Q1 2022/2023 there were a total of 29 new apprenticeship enrolments compared to 41 for the same period last year. Despite having less enrolments, the actual spend has risen from £161,227 in Q1 2021/2022 to £228,644 in Q1 2022/2023. Spend has risen because we are utilising increasing numbers of higher level apprenticeships.
14. The committed spend for the Q1 2022/2023 for new enrolments is £189,279 compared to £237,486 in Q1 2021/2022, this reflects the slight reduction in enrolments for this quarter compared to last year. A contributing factor towards this is that a number of Directorates have been undergoing transformation and are currently in the process of confirming new apprenticeship roles and career pathways in their new structures. This has resulted in fewer enrolments in the short term but it's predicted to yield a greater number of enrolments throughout the year. Committed spend on enrolments is across the duration of the apprenticeship and these range from 1 - 5 years in duration subject to the apprenticeship standard. Committed spend is usually at its highest in September as this is when the majority of enrolments for higher level and degree apprenticeships enrol. These cost on average between £18 – 27,000 per candidate.

CA8

15. During Q1 2022/2023 there were 7 completions and 3 withdrawals
16. The Apprenticeship Hub is currently reviewing all withdrawal data to assess where withdrawal trends are occurring and how the strategy for 2022/2023 can look to minimise these. We are continuing to undertake monthly reviews with all training providers to manage the on-programme progression of learners with their managers to minimise withdrawals with early intervention.
17. The work with Oxfordshire Fire and Rescue Service (OFRS) has continued with its development to prepare an internal Operational Fire Fighter Apprenticeship delivered directly by the OFRS. If this plan comes to fruition, Oxfordshire County Council will have the ability to draw down levy payments as an accredited apprenticeship supported provider.
18. The Firefighter apprenticeship is a Level 3 qualification and is equivalent to an A level. Being able to offer this qualification to potential employees could improve the attraction for the On-Call Firefighter system. With the anticipated number of on-call Fire Fighters that may undertake the apprenticeship it would have a positive impact on utilising our levy.
19. In 2021/2022 Oxfordshire County Council commenced its first two Supported Apprenticeships. Supported Apprenticeships have been designed for individuals who have a recognised learning difficulty and/or disability and are an alternative apprenticeship which allows learners with Educational Health Care Plans and learning difficulties/disabilities to access supported apprenticeship training. The supported route makes allowances for lower entry requirements and pass marks for English and maths. With the success of two ongoing Supported Apprentices currently enrolled at OCC, the Apprenticeship Hub are working in conjunction with colleagues throughout the organisation to identify further Supported Apprenticeship opportunities. This will support with access to work, skills development and employability within the county for candidates which may not have been able to access this form of training previously.
20. In Q1 2022/2023 we enrolled our 3rd cohort of 12 candidates for the L4 Business Improvement practitioner, this programme is fully supported by the Business Improvement team and is proving to be very popular and successful.
21. Final applications for incentive funding allocated to any new apprenticeship starting during COVID have now been submitted. Total funding received for these incentive payments in 2021/2022 was approx. £40,000 and it is estimated that we will receive a further £35,000 during 2022/2023. All COVID-19 apprenticeship incentive payments have or will be transferred back to the recruiting service.

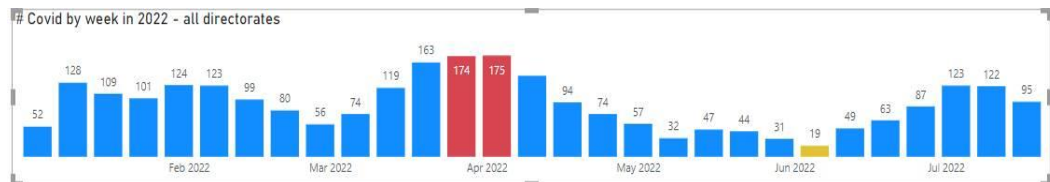
CA8

22. Work has progressed in the Roads team in Environment and Place, Legal, Social Work, Town Planning, Facilities and HR to develop 'Grow Your Own' pathways within their staffing structures.
23. With a greater focus on a Grow Your Own approach, the Apprenticeship Hub are currently working with all Directorates to develop clear career pathways supplemented with apprenticeship training. In most instances these approaches have started to develop into Academies. The Apprenticeship Hub have standardised an approach to review structure charts and job roles in different service areas to identify appropriate apprenticeships that link to roles, levels, career progression and CPD. This work will help us to attract, retain, recruit and develop and links closely to the new draft Resourcing Strategy. Several areas currently in development with this approach include Social Care, Civil Engineering, Legal and Facilities Management. Working alongside the Delivering the Future Together programme, the Apprenticeship Hub will also support with Leadership and Management programmes across all of the Council.

Corporate Health, Safety and Wellbeing

COVID-19 Update

24. Most COVID restrictions have now been removed, however July has seen an increase in cases nationally and in Oxfordshire [COVID-19 Dashboard \(oxfordshire.gov.uk\)](#), and is also reflected in recent sickness absence rates.



25. All Directorates – During 2022, cases appeared to have peaked around the last week in March (174) and the first week in April (175). The numbers then went down for the next few weeks until the Jubilee weekend when a further 19 cases were reported. After the Jubilee weekend, the cases rose again to reach 123 in the week ending 3 July, 122 in the week ending 10 July. In the week commencing 11 July, there were a total of 95 staff off work due to Covid which represents a reduction in numbers from the previous weeks, but it is not yet clear whether the cases are on a more permanent and steady downward trend.
26. HSE Inspections of Schools (asbestos management): The Health and Safety Executive (HSE) will be carrying out a programme of inspections to primary and secondary schools in England, Scotland and Wales from September 2022 onwards. The inspections will be assessing how schools are managing the risks from asbestos within the school estate and meeting the 'duty to manage' (DTM) requirements under the Control of Asbestos Regulations 2012 (CAR).

CA8

27. Under H&S legislation the Council (as the employer) is responsible for community schools, community special schools, voluntary-controlled schools, maintained nursery schools.
28. In preparation for the inspections the Council has provided advice and guidance to Headteachers and Business Managers who have shared delegated duties to ensure asbestos is managed on the site. Further support will be offered once inspections commence and colleagues in Property and Facilities are procuring a new contract for Asbestos Re-inspection's by a Specialist Contractor in the Autumn which will include maintained schools. Where identified, essential works will be completed as a priority. These actions will be further managed and maintained following improvements to the Facilities Management works management system later in the year and will improve corporate assurance around school remedial work in this area.

Health and Safety (H&S) Priorities for 2022/2023

29. Our focus remains on promoting a strong and positive health and safety culture and to continue to strive for continual improvement wherever possible. Our current corporate H&S priorities are:
30. Improve corporate assurance of H&S in fleet management: The Council has launched the 'One-Fleet' project which will improve H&S assurance, management and compliance of council owned fleet and grey fleet. Grey fleet is the term used to described employees' vehicles used for business travel on behalf of the Council.
31. Monitor compliance to ensure effectiveness of systems and controls: The H&S Team are programmed to carry out H&S inspections during 2022/2023 of selected service areas including; the Music Service, Coroners, Museums, Children's Residential Homes and Daytime Support.
32. Improvements to system for reporting safety events: We are in the detailed scoping phase of a new ICT project to replace the existing H&S reporting system. The new system will provide an improved user experience with improved data and management information for trend analysis and reporting. Target date for implementation is April 2023.
33. Engage with Trade Unions: During the past year we have regularly met with the trade unions and staff representatives which has proven essential in maintaining employer relations during difficult times throughout the pandemic. Building on these strong links we will maintain engagement and consultation in particular with the development of the agile working strategy.
34. Provide safe and compliant buildings: Property Investment and Facilities Management continue to make operational improvements to

CA8

ensure the Council fulfils its responsibilities as a corporate landlord, recent activity includes:

- Conducting a detailed Health Safety and Compliance Review
- Identified requirement for a Health and Safety Management System, which can be integrated and aligned to existing and systems such as SHIRE (aka Pirana) and the new Concerto system planned for go live later in 2022. This will ensure that greater assurance and reporting on compliance issues, monitoring of work orders and safety critical elements.
- In addition, the CoSHH (Chemical Safety) Management System has been re-assessed and agreement has been sought to implement as soon as practically possible, primarily within the cleaning service but can be applied across the organisation.
- The Property Service compliance work plan has been fully assessed identifying in excess of 35 active Workstreams covering 68+ active tasks such as developing safe systems of work, improve assurance and reporting, supporting responsible premises managers. The overall aim is to ensure that all county council buildings are maintained in a safe and satisfactory condition, suitable for the purpose for which they are being used. As well as Property Services who are strategically responsible for managing the portfolio it is essential that occupying services i.e. the local responsible premises manager, has the competence and tools necessary to ensure day to day management and safety of the building.
- The H&S Team has also supported Children's Social Care in assessing suitability and safety of accommodation for emergency placements of looked after children

35. Competent workforce: We have expanded our corporate H&S learning offering via Learning Pool including:

Updated Courses	New eLearning Courses
<p><u>Health & Safety in Care Catalogue</u> Epilepsy Awareness Handling of Medicines Moving and Handling STOMP – Stop Over Medication of People with learning disabilities (Adults eLearning) Visual Impairment</p> <p><u>Health & Safety – Team Members</u> Lone working COSHH Display Screen Equipment Driving Safety Fire Safety Introduction to Health and Safety Manual Handling Personal Safety RIDDOR Working at Height</p> <p><u>Health & Safety – Line Managers & Organisation</u></p>	<p><u>Health & Safety in Care Catalogue</u> Infection Prevention and Control Resuscitation</p> <p><u>Health & Safety– Team Members</u> Introduction to First Aid</p> <p><u>Health & Safety– Line Managers & Organisation</u> Personal Emergency Evacuation Plan (PEEPs) Asbestos Awareness New and Expectant Mothers Security measures in the workplace</p>

CA8

Risk Management Emergency Planning The Principles of Risk Assessment Drug and Alcohol Awareness	
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36. Implement the Lone Worker Monitoring App/Device for lone workers identified by Services who are delivering services in higher risk situations: Following the roll out of the lone working mobile safety app in Children’s Social Care we are currently working to expand to onboard Adult Services in a phased approach during Sept and October.

Occupational Health

37. A total of 273 referrals were made to PAM Occupational Health in Q1. Fifteen referrals requested support from the wellbeing service to support psychological health. There has been a 15% decrease on referrals from Q4 to Q1. Reasons for referral are highlighted below. As per Q4 the age ranges from 51 – 60 accounted for the highest proportion of referrals made.
38. The top three reasons for referral to Occupational Health in Q1 account for 143 of all referrals. The referrals were primarily from the following areas:
- Children’s services
 - Schools
 - Adults and Housing

1. Anxiety, Stress, Depression and Other Psychiatric illnesses	
Stress	35
Anxiety	29
Depression	28
Bipolar, Personality Disorder, PTSD	7
Total	99
2. Musculoskeletal	
Inflammatory conditions	2
Lower body	8
Upper body	8
Other musculoskeletal	5
Total	23
3. Covid	
Long Covid	11
Post Covid	9
Risk Assessment	1
Total	21

Employee Assistance Programme

39. A total of 76 calls were made to the Employee Assistance Programme (Vita) in Q1. Personal reasons were cited as the main reason

CA8

employees rang into the service. The calls primarily came from the following groups;

- Children's services
- Adults and housing
- Schools

40. Reasons for the calls can be categorised as follows:

- Emotional support – 56
- Legal and Information - 13
- Information and advice – 5
- Management support – 2

Wellbeing

41. The Council provides a range of wellbeing initiatives and the following webinars, workshops and health promotion took place during Q1.

- Men's Health
- Neurodiversity X 2
- Vita/EAP awareness – for Schools
- Occupational Health training for Schools
- Financial Wellbeing
- Positive Health
- Healthy Ageing
- Healthy at every size

Sickness Absence

42. This quarter's continued reduction of sickness absence may be due to the continuation of an absence management project where HR Advisers are working closely with managers to improve their skills and understanding of absence management processes and the support available to both managers and employees. The data would indicate there are early signs of a positive impact of this project and further work is continuing.

43. The project aims to reduce absence throughout the organisation (with a particular focus on short term absence), refreshing policy and procedure guidance and upskilling managers' knowledge of both the process and resources available to them to support employees. The focus this quarter has been on 'return to work' meetings and management guidance has been provided to ensure employee support is optimised and processes which are known to reduce absence levels are fully embedded.

Resourcing

44. The Council has a small in-house resourcing team who advise and lead on specific resourcing campaigns across the Directorates. The system

CA8

used for recruitment and transactional recruitment services is provided by the IBC Hampshire Partnership.

45. There are increasing levels of recruitment activity which has caused pressure within the system whilst managing an increasingly competitive labour market with candidates often having multiple job offers to consider. Figures are generally on the increase which is usual for Q2 due to the start of the new financial year (April) and a key time towards the end of the quarter (June) to attract graduates into public sector roles.
46. The team have been supporting a range of key resourcing needs across a range of Directorates including Children's Services, Adult Services, Environment and Place and Legal and Democratic Services.
47. Work has commenced on a resourcing strategy to establish a three to five year plan to determine and initiate a programme of change and transformation for resourcing with the aim to create a high performance resourcing function to improve our ability to attract and retain the right people to secure Oxfordshire's success. The draft resourcing strategy will be presented to the Senior Leadership Team in August 2022. Running in parallel is the production of an IT requirements document to establish system needs.

Q1 Staffing Data (1st April – 30th June 2022)

48. Appendix 1 of this report provides staffing data relating to the workforce profile including sickness absence, turnover, apprenticeship numbers and agency spend.
49. Workforce data and trends are published in more detail on the Council's intranet. This includes a breakdown of staffing numbers and trends over the past five quarters by Directorates and Schools, including temporary and part time employees, turnover and sickness rates along with diversity and salary profiles. This data provides information by service and includes the spend and use of agency workers.

Equality and Inclusion Implications

50. Equality and inclusion implications are considered across all our workstreams as identified in the section above.

Sustainability Implications

51. There are no sustainability implications arising from this report.

Risk Management

CA8

52. There are no risk management issues arising from this report.

CLAIRE TAYLOR

Corporate Director Customers, Organisational Development and Resources

Annex: Appendix 1 - Workforce Profile Q1

Background papers: Nil

Contact Officer: Karen Edwards, Director Human Resources

August 2022

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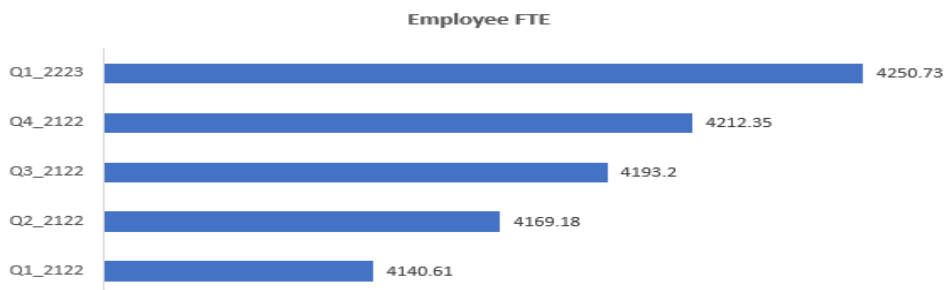
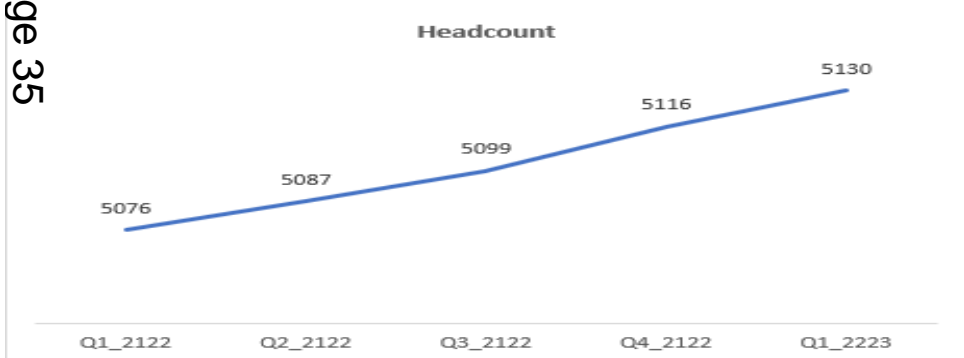
Headcount and Full Time Equivalent (FTE) comparison

The overall headcount has increased marginally during Q1 which is a continuing trend over the last year where there has been an average increase of 13 headcount each quarter which is spread across all Directorates.

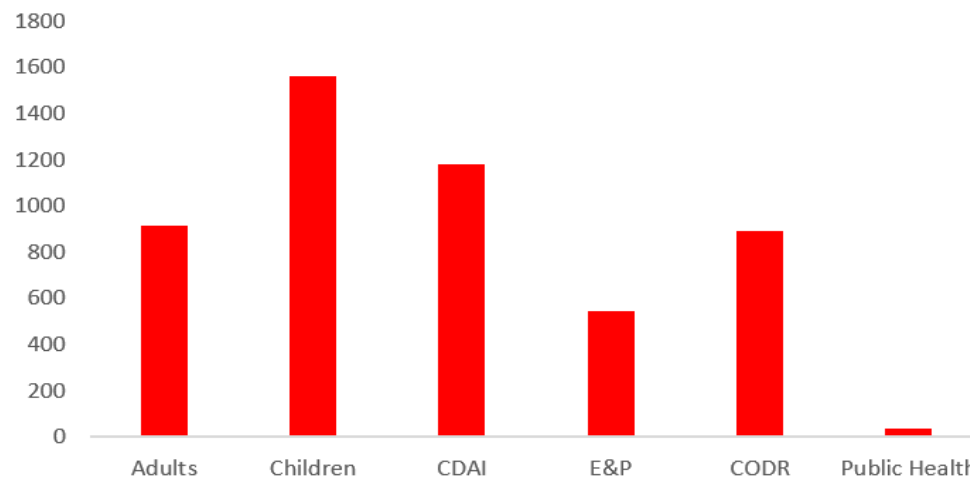
Headcount and FTE at the end of Q1 (2022/23) is 5129 and 4250.13 respectively, compared to 5116 and 4212.35 for Q4 (2021/22) and has shown a similar upward trend over the last 5 quarters which is spread across all Directorates.

A detailed workforce profile showing a 5-quarter trend for each Directorate Service area is available on the intranet on the Workforce Data webpages.

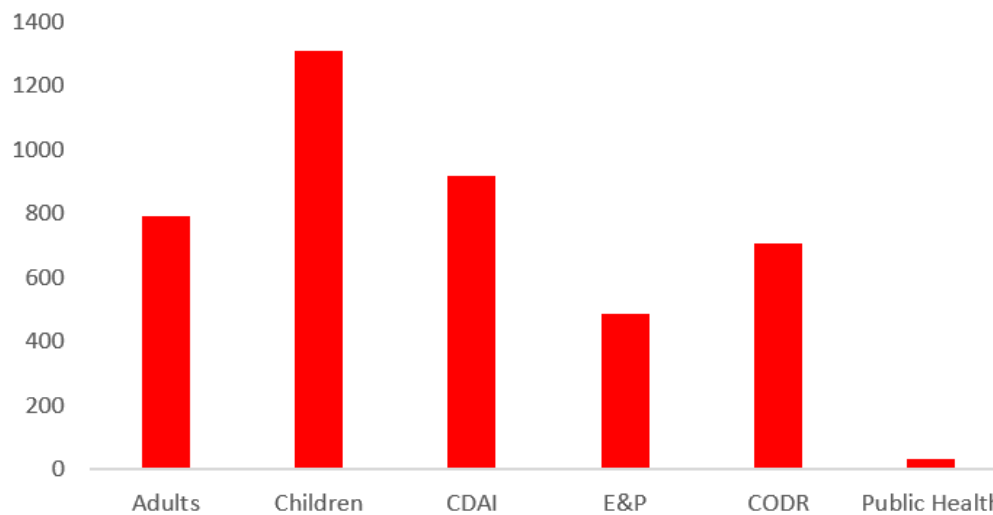
Page 35



Headcount as at 30 June 2022



FTE as at 30 June 2022



Age and Gender

The directorate workforce gender split remains consistent with two thirds women and one third men – a trend existing across both full and part time staff. 42.8% (2196) of the workforce are part-time which is a slight reduction on Q4. Numbers of part time staff have slightly reduced quarter on quarter over the last year, with 2266 (44.66%) part time employees in Q1 last year. The workforce age profile remains stable and highlights a slightly older workforce with 52.53% of the workforce aged 45 year or older.

Of the 5130 staff employed across directorates, 310 have temporary contracts (6%). The profile of these staff continues to be slightly different from the above in that there is a slightly higher percentage (74%) of female employees in this group and a much higher proportion of employees aged under 45 (70%). 8% of these temporary contracts can be attributed to apprenticeships.

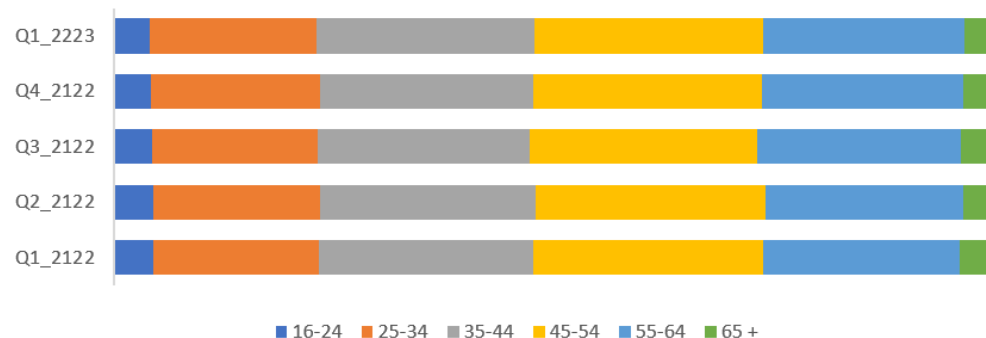
Ethnicity and Disability

The 2021 census data is expected to be available in October, but until this data is available we can still only compare our workforce with the 2011 census data for Oxfordshire. The working population of Black, Asian and minority ethnic (BAME) in Oxfordshire per the 2011 census data was 9.2%

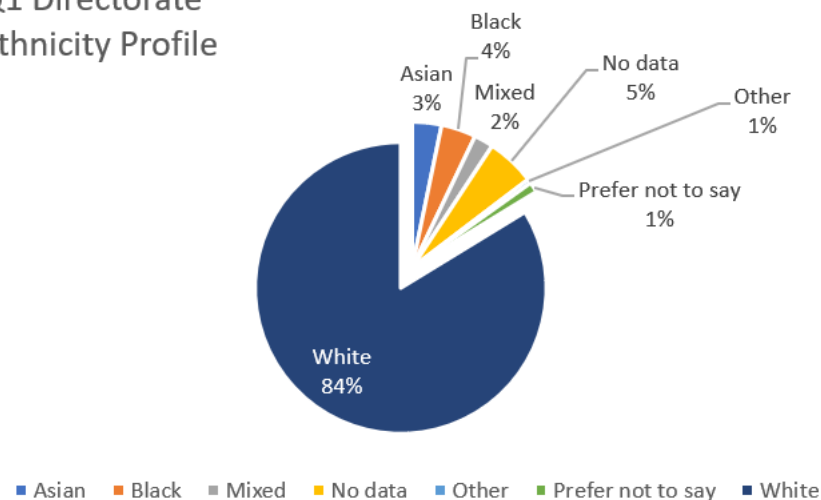
Ethnicity: At OCC 9.73% of the directorate workforce are recorded as BAME, 83.72% are white (76.92% are white British and 6.8% white other), and 6.5% remain undeclared. The proportion of BAME employees remains higher within our social care workforce at 13.3%. 1.15% of the workforce have selected 'Prefer not to say' and there is no data held for 5.36% of the Directorate workforce.

Disability: 5.57% of the Directorate workforce are recorded as having a disability. We are continuing to promote the changes in the recording of equality and diversity data in order to reduce the number of 'not known' entries. This work continues to slightly reduce the number of 'not known' entries this quarter.

Age band in All Directorates by quarter



Q1 Directorate Ethnicity Profile



Apprenticeships

At the end of Q1 there were 269 Apprentices on programme, 58 of these were in schools. 81% are permanent staff undertaking an apprenticeship as CPD or career progression.

During Q1 22/23 there were a total of 29 new apprenticeship enrolments compared to 41 for the same period last year. All of these were for permanent staff undertaking CPD. The committed spend for Q1 22/23 for new enrolments is £189,279 compared to £237,486 in Q1 21/22, which reflects the slight reduction in enrolments for this quarter compared to last year. One potential contributing factor in this is the number of Directorates that have been undergoing transformation and are currently in the process of confirming new apprenticeship roles and career pathways to commence in the Autumn.

Number of new enrolments - Q1 2022-23

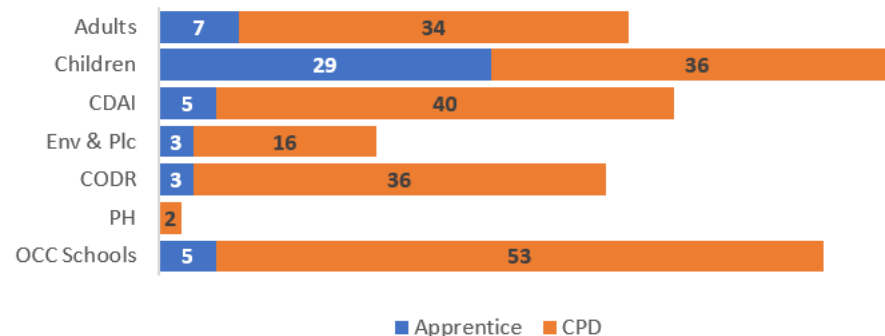
Directorate	Apprentice	CPD
Adults	0	5
Children	0	3
CDAI	0	8
CODR	0	5
Env & Plc	0	2
PH	0	0
OCC Schools	0	6
Grand Total	0	29

During Q1 22/23 there were 7 Completions and 3 withdrawals

The Apprenticeship Hub is currently reviewing all withdrawal data to assess where trends are occurring and to take action to minimise the number of withdrawals. We are continuing to undertake monthly reviews with all training providers, line managers and learners to review progression and minimise withdrawals with early intervention.

Apprentices on Programme during Q1 2022/23

Total Apprentices On Programme in Q1 22-23



Number of new apprentices per year per quarter

Fiscal Period	17/18	18/19	19/20	20/21	21/22	22/23
Apr - Jun		6	43	5	41	29
Jul - Sep	16	46	33	37	58	
Oct - Dec	6	44	17	28	29	
Jan - Mar	11	15	25	23	36	
Total	33	111	118	93	164	29

Committed spend on new apprentices per year per quarter

Fiscal Year	17/18	18/19	19/20	20/21	21/22	22/23
Apr - Jun		17,500	214,600	31,000	237,486	189,279
Jul - Sep	106,000	472,100	344,500	448,851	540,786	
Oct - Dec	14,000	222,916	72,427	309,885	215,000	
Jan - Mar	25,000	69,500	142,000	172,454	350,618	
Total	145,000	782,016	773,527	962,190	1,343,890	189,279

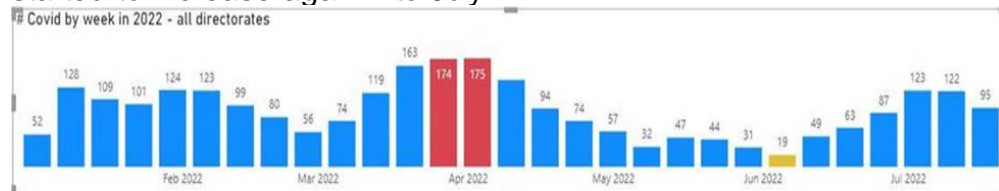
Sickness Absence

Recorded sickness absence decreased again during Q1 across all Directorates and continues to be monitored along with referral rates to Occupational Health and usage rates of the Employee Assistance Programme.

161 employees reported an absence due to stress during Q1, which is an increase on the 134 reported absences during Q4, (across all Directorates except CDAI).

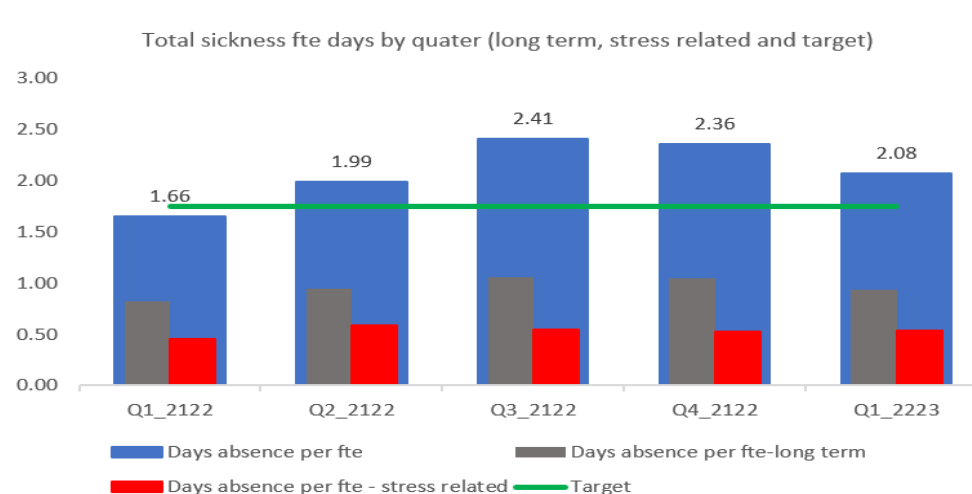
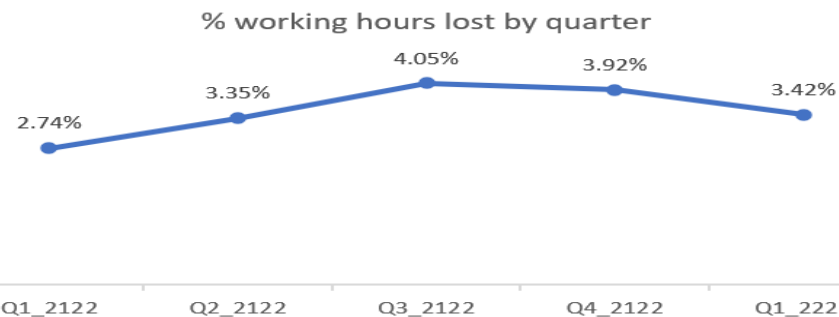
There were 126 employees on long term sickness (20 days or more) in Q1, a decrease of 8 on Q4. Of those on long term sick in Q4 69% (92) returned to work in Q1, 31% (42) continued their absence into Q1. There were 84 new cases of long-term absence in Q1.

527 employees reported a covid related absence during Q1, (10.27% of all employees), which is a reduction on Q4, but of these 50% were absent for more than 3 days which is an increase on Q4 (40% were absent for more than 3 days in Q4). The peak appears to be at the end of Q4 and beginning of Q1. There was then a reduction in covid related absences until after the Jubilee weekend when numbers started to increase again into July.



The top reason for absence during Q1 was Covid at 22.71% (27.35% in Q4), with stress, anxiety and depression the second highest reason at 21.45% (21.44% in Q4). The other three reasons identified in the top five reasons were operation/post-op at 9.99%, muscular/skeletal at 7.10% and stomach/bowel at 5.56%

The rolling absence over the last 12 months is 9.02 days absence per fte which continues to be higher than the target rate of 7 days per fte.



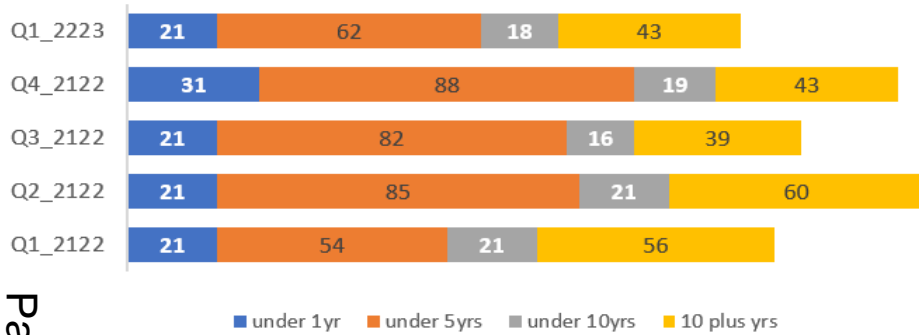
Short Term Sickness by Directorate for Q1	Headcount at end of Q1	No of staff on short term sickness Q1	% of staff on short term sickness Q1
Children	1562	449	28.75% ↓
Adults	914	345	37.75% ↓
Environment and Place	546	142	26.00% ↑
CODR	891	263	29.52% ↓
CDAI	1179	319	27.06% ↓
Public Health	36	7	19.44% ↓
Grand Total	5130	1525	29.73% ↓

Turnover

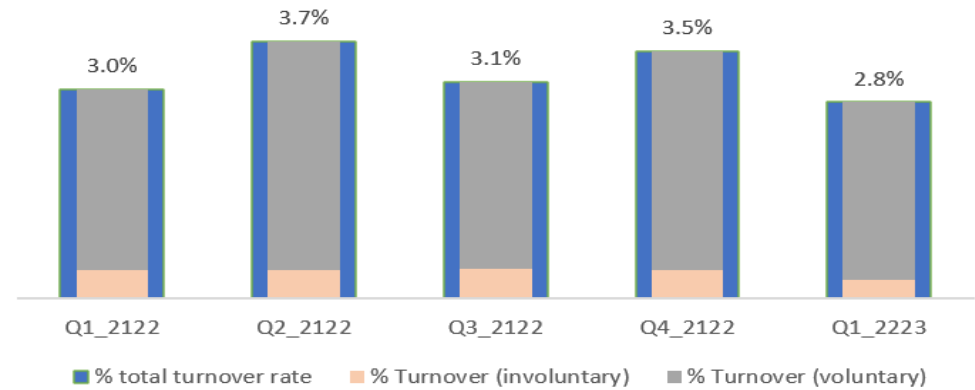
Turnover for Q1 for directorates was 2.8% which is a decrease on Q4. Turnover for the rolling 12 month period was 13.1% for all Directorates.

length of services of our employees is relatively stable at 9.3 years with the average length of service for leavers during Q1 at 8.3 years.

All Directorates



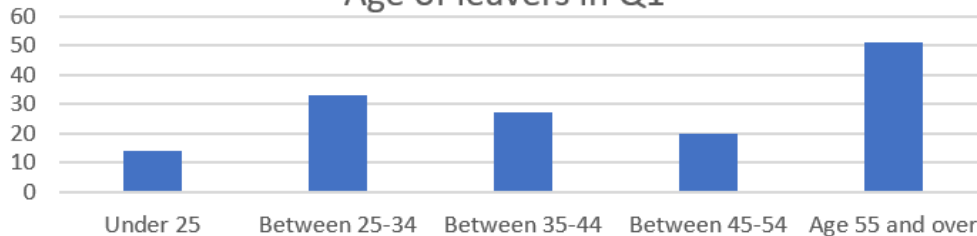
% of Turnover Rate in All Directorates by quarter



Page 16 of 16

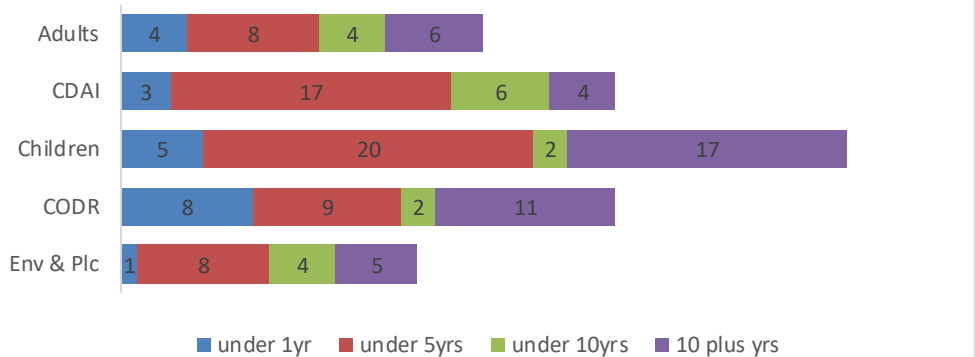
15.58% of leavers during Q1 left with less than 1 year’s service, 43.05% had between 1-5 years’ service, and 29.86% had more than 10 years’ service. This shows that more than half of the leavers during Q1 left before completing 5 years’ service which is a continuing trend and one apparent across all directorates.

Age of leavers in Q1



35.81% (51) leavers in Q1 were in the 55+ age group, of which 24 retired (voluntary, normal and over retirement age), 2 were made redundant and 9 left to go to alternative employment. The average

Length of Service - Leavers Q1 22-23



Of the top 5 reasons for leaving, 39.58% took up alternative employment, 18.75% retired (normal and voluntary combined), 9.72% gave no reason, and 6.94% resigned due to family commitments.

The revised exit questionnaire went live at the end of Q4. We continue to prompt managers and employees to engage in the exit

review process to help us understand why employees leave the Council. The first quarter's data is under review.

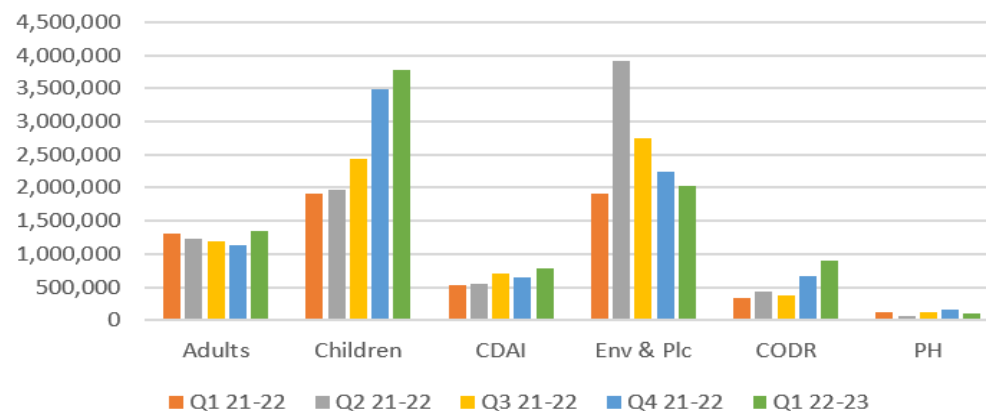
Agency Spend (Comensura and Off Contract)

Agency staff expenditure (Comensura contract only) has increased again this quarter to £6,488,285 (an increase of approximately £1m). Childrens' Directorate were again the heaviest user. Approximately 35% of all bookings relate to the need for qualified social care workers, and high levels of spend continues against the use of Interims (23%), and engineering and surveying (19%). There were 208 positions filled during Q1. Of these 127 (61%) were to fill a vacancy, 43 (21%) related to project work, 18 (9%) for planned peak, and 17 (8%) for unplanned demand. Only one booking related to a covid absence. At the end of Q1 there were 429 active bookings on Comensura, an increase of 66 on Q4.

Off contract spend (agency usage outside of Comensura contract) has decreased this quarter to £2,453,330 (a reduction of £375,997 on Q4).

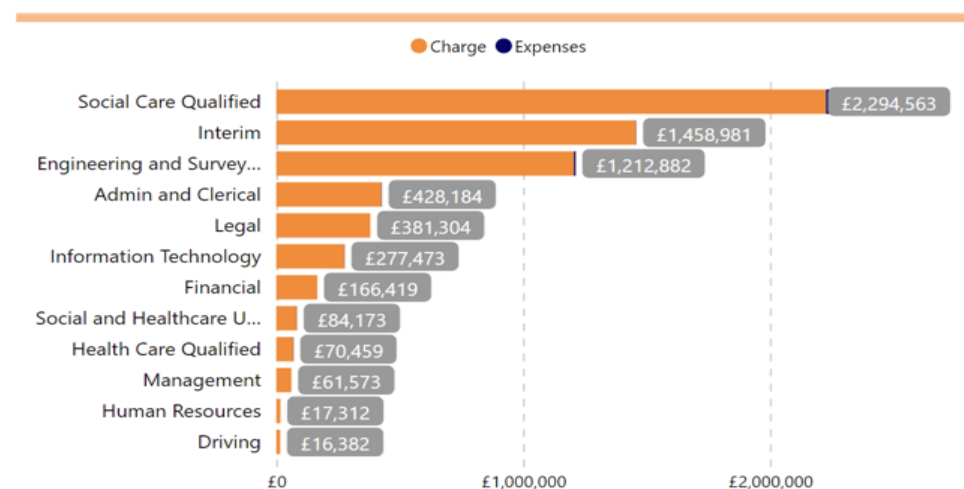
£1,575,425 (64%) of all off contract spend relates to Childrens' Directorate (a marginal reduction on Q4 of £55,417). Off contract spend within E&P has reduced again in Q1 (by £378,068) and now accounts for just 28% of all off contract spend.

Total Agency spend per quarter by Directorate
Comensura and Off-Contract



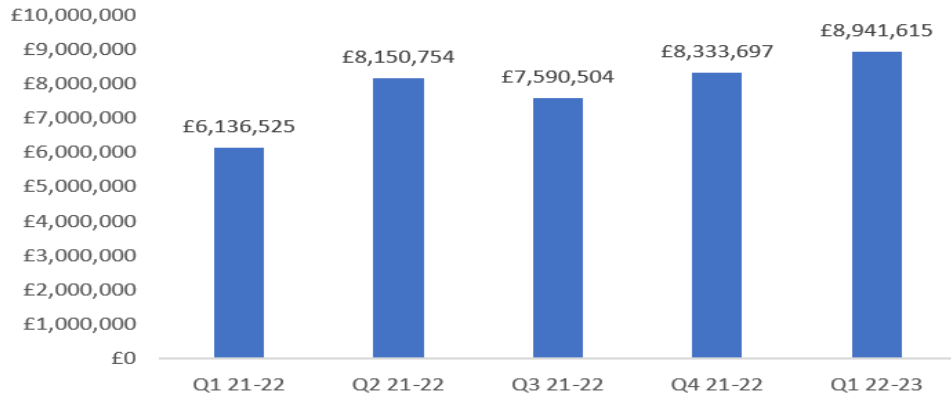
Quarterly overview

Apr - Jun 2022



The total spend in Q1 for all agency expenditure (**Comensura and Off Contract**) was £8,941,615 – an increase of £607,918. This is the result of an increase in spend in most directorates, but there were overall reductions in Environment and Place and Public Health.

Agency Spend - All Directorates by Quarter



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Overview & Scrutiny Recommendation Response Pro forma

Under section 9FE of the Local Government Act 2000, Overview and Scrutiny Committees must require the Cabinet or local authority to respond to a report or recommendations made thereto by an Overview and Scrutiny Committee. Such a response must be provided within two months from the date on which it is requested¹ and, if the report or recommendations in questions were published, the response also must be so.

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

Issue: Equality, Diversity and Inclusion (EDI) action plan

Lead Cabinet Member(s): Cllr Mark Lygo, Cabinet Member for Public Health and Equalities

Date response requested:² 19 July 2022 (Scrutiny is happy for a response to be made on 20 September 2022)

Response to report

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
The implementation and impact of the 2022/23 equality, diversity and inclusion action plan be publicly reported at least annually	N/A Already Actioned	Implementation and impact will be reported twice a year, this has been the custom and practice for some time. This will form part of the Business Management and Monitoring report at the end of quarter 2 and the end of quarter 4 and we will ensure that information on the equality, diversity and inclusion action plan is clearly signposted in the relevant reports.

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

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

Overview & Scrutiny Recommendation Response Pro forma

<p>The council publish an accessible overview of the work the council is undertaking to deliver its strategic priority 'Tackle inequalities in Oxfordshire' and a dashboard of all relevant indicators of inequality to demonstrate its progress</p>	<p>Accepted</p>	<p>The Council's Performance and Insight team will be continuing to develop the outcomes framework which underpins the council strategy and will be developing a public facing dashboard to demonstrate performance against all of the council's strategic priorities including 'Tackling Inequality in Oxfordshire'. The timescales for the implementation of the public dashboard are being adjusted to fit with existing resources within this team.</p> <p>An accessible version of the equalities, diversity and inclusion strategy is already published on the council's websites.</p>
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Overview & Scrutiny Recommendation Response Pro forma

Under section 9FE of the Local Government Act 2000, Overview and Scrutiny Committees must require the Cabinet or local authority to respond to a report or recommendations made thereto by an Overview and Scrutiny Committee. Such a response must be provided within two months from the date on which it is requested¹ and, if the report or recommendations in questions were published, the response also must be so.

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

Issue: VCS Strategy

Lead Cabinet Member(s): Cllr Mark Lygo, Cabinet Member for Public Health and Equalities

Date response requested:² 19 July 2022 (Scrutiny is happy for a response to be made on 20 September 2022)

Response to report

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
That the Council undertakes specific additional consultation with smaller voluntary sector groups to ensure its proposals support their needs also.	Accepted	The Council will continue to regularly engage and consult over the next five years with the local VCS. As a part of this, we will reach out to groups that the Committee felt were less represented in the previous engagement and consultation stages.

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

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

Overview & Scrutiny Recommendation Response Pro forma

<p>That the Council uses the forthcoming work by the consultation and engagement team to seek informed views on children and young people on the draft voluntary sector strategy.</p>	<p>Accepted</p>	<p>The Council will seek to engage the views of children and young people on the voluntary and community sector strategy, as part of the consultation and engagement team's workstream.</p>
<p>That the Council assures itself that the draft strategy does not deprioritise the needs of younger people over older people.</p>	<p>Accepted</p>	<p>The Council has sought to ensure that the wording in the strategy is reflective to cover all service areas equally. The strategy is designed to be a document that impacts all service areas' relationships with the VCS, to achieve a cohesive Council-wide approach. An internal working group including representatives from Children's Services, Adult Social Care, Public Health and Cultural Services fed into the development of the strategy and will continue to meet regularly over the next five years to proactively review the framework and enable services to deliver tangible outcomes.</p>
<p>That the Council investigates the reasons behind the difference in spending on commissioned services for adults and young people and investigates whether the difference in approach means opportunities for better services or value for money are being missed.</p>	<p>Partially accepted</p>	<p>This recommendation is noted, but specific funding from contracts and grants is outside the scope of the strategy. However, work is already underway outside of the strategy to consider council spending across the voluntary and community sector.</p>
<p>That the Council amends its draft strategy to prevent the impression being given that the needs of children and young people are of lesser priority than older people.</p>	<p>Accepted</p>	<p>The wording of the strategy has been reviewed to ensure that inclusive language is used and to remove any inadvertent perceived prioritisation of service areas or demographic groups.</p>

Division(s): N/A

CABINET – 20 September 2022

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

CABINET MEETINGS

18 OCTOBER 2022

KEY DECISIONS

<ul style="list-style-type: none"> ▪ A40 Access to Witney - Compulsory Purchase Order and Side Road Orders To seek approval of the Statement of Reasons and Orders Plans and approval to make the Compulsory Purchase and Side Road Orders. 	<p>Cabinet, 2022/012 - Cabinet Member for Travel & Development Strategy</p>
<ul style="list-style-type: none"> ▪ Capital Programme Monitoring Report - August 2022 Financial Report on capital spending against budget allocations, including any necessary capital programme approvals. 	<p>Cabinet, 2022/066 - Cabinet Member for Finance</p>
<ul style="list-style-type: none"> ▪ Property Strategy Approval for Property Strategy. 	<p>Cabinet, 2022/090 - Cabinet Member for Finance</p>
<ul style="list-style-type: none"> ▪ Street Lighting & Illuminated Assets Policy Approval of updated Policy. 	<p>Cabinet, 2022/100 - Cabinet Member for Highway Management</p>

NON-KEY DECISIONS

<ul style="list-style-type: none"> ▪ Adult Social Care Reforms: Fair Cost of Care Exercise and Draft Market Sustainability Planning To note the Fair Cost of Care Exercise and the development of Oxfordshire's Market Sustainability Plan. 	<p>Cabinet, 2022/128 - Cabinet Member for Adult Social Care</p>
<ul style="list-style-type: none"> ▪ Budget & Business Planning Report - 2023/24 - October 2022 To provide background and context to the budget and business planning process for 2023/24. 	<p>Cabinet, 2022/048 - Cabinet Member for Finance</p>
<ul style="list-style-type: none"> ▪ Delegated Powers - October 2022 To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the 	<p>Cabinet, 2022/138 - Leader</p>

terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.	
<ul style="list-style-type: none"> ▪ Future highway maintenance delivery model - proposed approach To seek approval from Cabinet to proceed with the proposed approach to develop options for future consideration. 	Cabinet, 2022/107 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Oxfordshire Safeguarding Adults Board Annual Report 2021-22 To note recommendations. 	Cabinet, 2022/109 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Oxfordshire Safeguarding Children Board Annual Report 2021-22 To note recommendations. 	Cabinet, 2022/110 - Deputy Leader of the Council

CABINET MEMBER MEETINGS

CABINET MEMBER: HIGHWAY MANAGEMENT - CLLR ANDREW GANT

13 OCTOBER 2022

KEY DECISIONS - NIL

NON-KEY DECISIONS

<ul style="list-style-type: none"> ▪ Aston, Cote and Bampton - proposed 20mph speed limit To seek approval for a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/122 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Banbury: land west of A423 Southam Road – proposed 20mph speed limit A decision is sought on a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/084 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Benson - A4074 and Oxford Road - proposed 40mph and 30mph speed limits To seek approval for proposed 40mph and 30mph speed limits. 	Cabinet Member for Highway Management,

	2022/126 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Blewbury - proposed 20mph speed limit To seek approval for a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/121 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Bucknell - proposed 20mph speed limit To seek approval for a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/120 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Cassington proposed 20mph speed limit To seek approval for a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/119 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Chalgrove - proposed 20mph speed limit To seek approval for a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/114 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Coleshill - proposed 20mph speed limit and traffic calming measures To seek approval for a proposed 20mph speed limit and traffic calming measures. 	Cabinet Member for Highway Management, 2022/113 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Deddington - B4035 Hempton Road - proposed extension of 30mph speed limit and traffic calming build out To seek approval for a proposed raised zebra crossing and waiting restrictions. 	Cabinet Member for Highway Management, 2022/127 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Didcot - Ladygrove area - proposed 20mph speed limit To seek approval of a proposed 20mph speed limit. 	Cabinet Member for Highway Management,

	2022/118 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ East Hagbourne - Main road proposed waiting restrictions and additional / amended traffic calming A decision is sought on proposed waiting restrictions and traffic calming measures. 	Cabinet Member for Highway Management, 2022/108 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ East Hagbourne - proposed 20mph speed limit A decision is sought on a proposed 20 mph speed limit restrictions. 	Cabinet Member for Highway Management, 2022/029 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Finmere - proposed 20mph speed limit To seek approval of a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/117 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Garsington: Wheatley Road – proposed zebra crossing and traffic calming measures A decision is sought on a proposed zebra crossing and traffic calming measures. 	Cabinet Member for Highway Management, 2022/076 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Great Haseley - proposed 20mph speed limit To seek approval of a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/116 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Great Milton - proposed 20mph speed limit To seek approval of a proposed 20mph speed limit. 	Cabinet Member for Highway Management, 2022/115 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Kingston Bagpuize - A415 Abingdon Road - proposed zebra crossing To seek approval for a proposed zebra crossing. 	Cabinet Member for Highway Management,

	2022/123 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Proposed amendments to existing parking restrictions in Parks Road, St Giles, Mansfield Road, Jowett Walk and Savile Road A decision is sought on whether to proceed with making changes to existing permanent Traffic Regulation Orders. 	Cabinet Member for Highway Management, 2022/129 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Shiplake - A4155 proposed 30mph speed limit and traffic calming measures To seek approval for a proposed 30mph speed limit and traffic calming measures arising from the development of adjacent land. 	Cabinet Member for Highway Management, 2022/136 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Upper Heyford: Camp Road - Proposed Waiting Restrictions and Loading Bay To seek approval of proposed waiting restriction and goods vehicle loading bay. 	Cabinet Member for Highway Management, 2022/010 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Wallingford - Reading Road - proposed bus stop clearway Seek approval for proposed bus stop clearways. 	Cabinet Member for Highway Management, 2022/125 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Wantage - Charlton Village Road - proposed raised zebra crossing and waiting restrictions To seek approval for a proposed raised zebra crossing and associated waiting restrictions. 	Cabinet Member for Highway Management, 2022/124 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Wantage - Springfield Road - proposed waiting restrictions To seek approval for proposed waiting restrictions. 	Cabinet Member for Highway Management, 2022/135 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Watlington: B480 Cuxham Road – proposed extension of 30mph speed limit 	Cabinet Member for Highway Management,

A decision is sought on a proposed extension of the 30mph speed limit.	2022/085 - Cabinet Member for Highway Management
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CABINET MEMBER: TRAVEL & DEVELOPMENT STRATEGY - CLLR DUNCAN ENRIGHT

13 OCTOBER 2022

KEY DECISIONS

<ul style="list-style-type: none"> ▪ North Oxford Corridor - Kidlington Roundabout To approve i) the proposed 30mph speed limit on Kidlington Roundabout and all approaches (A4260/A4165), including the full length of the A4165 where a 40mph speed limit currently applies ii) the introduction of a bus lane on Bicester Road and revised bus lane extents on A4165 Oxford Road (north), iii) introduction of signalised crossings for pedestrians and cyclists. 	Cabinet Member for Travel & Development Strategy, 2022/093 - Cabinet Member for Travel & Development Strategy
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NON-KEY DECISIONS - NIL

CABINET MEMBER: PUBLIC HEALTH & EQUALITY - CLLR MARK LYGO

4 OCTOBER 2022

KEY DECISIONS

<ul style="list-style-type: none"> ▪ Supplementary Substance Misuse Service To commission a contract by the appropriate procurement route for supplementary substance misuse service, to work alongside the core Community Drug and Alcohol Service. 	Cabinet Member for Public Health & Equality, 2022/130 - Cabinet Member for Public Health & Equality
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NON-KEY DECISIONS - NIL