



**OXFORDSHIRE  
COUNTY COUNCIL**

# **Forward Plan**

**December 2023 - March 2024  
Supplement**

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Date Issued: 16 November 2023



## The Cabinet's Forward Plan: Introduction

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

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

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

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

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

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

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online<sup>2</sup>. Copies can be supplied on request, at a charge to cover copying costs.

### Making Representations about Forward Plan Items

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

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

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the working day before the matter is due to be considered. A form is available from Democratic Support Team, Law & Governance (Democratic Services), (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

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

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

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

**Members of the Cabinet**

[Oxfordshire's Cabinet | Oxfordshire County Council](#)

## The Forward Plan

### NEW ITEM

#### Cabinet Member for Transport Management

*14 December 2023*

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Digitised Parking Permits</b> <i>(Ref: 2023/335)</i>  Approval to proceed with digitised parking permit system	Delegated Decisions by Cabinet Member for Transport Management <i>(14 December 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Transport Management	Keith Stenning, Head of Service - Network Management Tel: 07584 581214	Corporate Director Environment & Place

### DEFERRED ITEMS

#### Cabinet Meetings

*19 December 2023*

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>All Age Advocacy Services</b> <i>(Ref: 2023/225)</i>  Key Decision on the	Cabinet <i>(19 December 2023)</i>	Yes - Revenue Expenditure > £500,000	None	N/A	Decision due date for Cabinet changed from 19/09/2023 to 19/12/2023.	Cabinet Member for Adult Social Care, Deputy Leader of the	Melanie de Cruz, Commissioning Manager Live Well	Corporate Director of Adult Social Care, Corporate

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<p>recommissioning of all age advocacy services.</p>					<p>Reason: not required as urgently as first advised.</p> <p>Decision due date for Cabinet changed from 19/12/2023 to 21/11/2023.</p> <p>Reason: on further consideration this needs to be brought forward to meet the procurement timeline.</p> <p>Decision due date for Cabinet changed from 21/11/2023 to 19/12/2023.</p> <p>Reason: Further work required</p>	<p>Council</p>		<p>Director for Children's Services</p>
<p><b>Report on the authority's policy for compliance with the regulation of investigatory powers act 2000, the use of activities within the scope of this act and recent inspection by the investigatory powers commissioner's office</b> <i>(Ref: 2023/323)</i></p> <p>Report on the authority's policy for compliance with the</p>	<p>Cabinet <i>(19 December 2023)</i></p>	<p>Yes - Affects more than 1 division</p>		<p>N/A</p>	<p>Decision due date for Cabinet changed from 21/11/2023 to 19/12/2023.</p> <p>Reason: Further work required</p>	<p>Cabinet Member for Community &amp; Corporate Services</p>	<p>Jody Kerman, Head of Trading Standards Tel: 07909 905514</p>	<p>Director of Law &amp; Governance</p>

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regulation of investigatory powers act 2000, the use of activities within the scope of this act and recent inspection by the investigatory powers commissioner's office								
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**23 January 2024**

<b>Item to be considered</b>	<b>Decision Maker</b>	<b>Key Decision (yes/no)</b>	<b>Exempt Information</b>	<b>Consultation</b>	<b>Reason for Amendment (if any)</b>	<b>Cabinet Member</b>	<b>Contact Officer</b>	<b>Report by</b>
<p><b>Financial and wellbeing advisory service</b> (Ref: 2023/315)</p> <p>To seek approval to procure a new financial and wellbeing advisory service via a competitive tender process and delegate contract award following the tender to Dir of PH, Dir of ASC and S151 Officer</p>	Cabinet (23 January 2024)	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 19/12/2023 to 23/01/2024. Reason: Further work required	Cabinet Member for Public Health, Inequalities & Community Safety	John Pearce, Service Manager, Strategic Commissioning Tel: (01865) 323619	Corporate Director: Public Health & Community Safety
<p><b>Cross Regional Project - Children's Services</b> (Ref: 2023/260)</p>	Cabinet (23 January 2024)	Yes - Revenue Expenditure >	None	Approach consulted on as part of	Decision due date for Cabinet changed from	Cabinet Member for Children,	Alison Walker, Commissioning Officer	Corporate Director for Children's

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Cross Regional Project Contract extension and additional beds		£500,000		Partnership agreement and requirements of extension.	21/11/2023 to 23/01/2024. Reason: Further work required	Education & Young People's Services	Promote and Prevent	Services
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**27 February 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><b>Renewal of Language contracts: Interpretation, translation and BSL</b> <i>(Ref: 2023/203)</i></p> <p>To seek approval on the approach to renew the Interpretation, translation and BSL contracts which expire in mid 2024.</p>	Cabinet <i>(27 February 2024)</i>	Yes - Revenue Expenditure > £500,000	None	Internal staff user survey. Exploring the potential to engage residents groups who use the services.	Decision due date for Cabinet changed from 21/11/2023 to 27/02/2024. Reason: further work required.	Cabinet Member for Public Health, Inequalities & Community Safety	Louise McMartin, Joint Senior Commissioner Start Well	Corporate Director for Adults Services