



**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

**September - December 2024
Supplement**

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

Date Issued: 7 August 2024

The Cabinet's Forward Plan: Introduction

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

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

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

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

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

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

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

Making Representations about Forward Plan Items

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

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

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

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

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

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

Members of the Cabinet

Cabinet Member
Leader of the Council <i>Councillor Liz Leffman</i>
Deputy Leader of the Council and Cabinet Member for Climate Change Delivery & Environment <i>Councillor Dr Pete Sudbury</i>
Cabinet Member for Children, Education & Young People's Services <i>Councillor John Howson</i>
Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement <i>Councillor Kate Gregory</i>
Cabinet Member for Community & Corporate Services <i>Councillor Neil Fawcett</i>
Cabinet Member for Highway Management <i>Councillor Andrew Gant</i>
Cabinet Member for Infrastructure & Development Strategy <i>Councillor Judy Roberts</i>
Cabinet Member for Finance <i>Councillor Dan Levy</i>
Cabinet Member for Adult Social Care <i>Councillor Tim Bearder</i>
Cabinet Member for Public Health, Inequalities & Community Safety <i>Councillor Nathan Ley</i>

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17 September 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>Workforce Report and Staffing Data - Quarter 1 - April to June 2024 (Ref: 2024/277)</p> <p>Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.</p>	Cabinet (17 September 2024)	No	None	N/A		Cabinet Member for Community & Corporate Services	Michael Fletcher, Head of HR Business Partnering & Advisory	Executive Director of Resources & S151 Officer

5 September 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>Household Waste Recycling Centre Network: Introduction of Booking System (Ref: 2024/269)</p> <p>To seek approval for a booking system to be implemented across the Household Waste Recycling Centre</p>	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations (5 September	Yes - Affects more than 1 division	None	N/A		Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations	Rachel Townsend, Circular Economy Projects Officer	Director of Environment & Highways

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network, requiring residents to prebook before visiting these facilities.	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
Redbridge HWRC Site Lease <i>(Ref: 2024/271)</i> Redbridge HWRC Site lease needs to be renewed with Oxford City Council. Decision required to approve the new lease	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations <i>(5 September 2024)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations	Caroline Coyne, Assistant Project Manager	Director of Environment & Highways

11 September 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
SHAP Homelessness Project Withdrawal <i>(Ref: 2024/268)</i> To make a public record that OCC are no longer proceeding with the SHAP service for 18-25 year olds	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services <i>(11</i>	No	None	N/A		Cabinet Member for Children, Education & Young People's Services	Caroline Kelly, Lead Commissioner Start Well	Director of Children's Services

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	<i>September 2024)</i>							
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