



**OXFORDSHIRE
COUNTY COUNCIL**

Forward Plan

**July - October 2024
Supplement**

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

Date Issued: 13 June 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>

The Forward Plan

NEW ITEMS

16 July 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>Oxfordshire Local Enterprise Partnership - Board Appointments (Ref: 2024/206)</p> <p>Agrees the appointment of two directors to the OxLEP Board</p>	Cabinet (16 July 2024)	No	None	N/A		Leader	Chloe Taylor, Interim Head of Strategy	Corporate Director Environment & Place

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>Ethical Procurement Policy (Ref: 2024/204)</p> <p>The purpose of the Ethical Procurement Policy is to outline the Council's position on various aspects of ethics in procurement as well as to provide</p>	Cabinet (17 September 2024)	No	None	N/A		Cabinet Member for Finance	Melissa Sage, Head of Procurement Contract Management	Executive Director: Resources

The Forward Plan

<p>appropriate detail on how the Council approaches such matters and how it expects its suppliers and potential suppliers to approach such matters. The Ethical Procurement Policy includes a large section on modern slavery and also covers other areas such as expectations for suppliers, responsibilities of staff, fair employment practices in the supply chain, as well as reporting and whistleblowing.</p>								
--	--	--	--	--	--	--	--	--

18 July 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>OxLAEP: Local Area Energy Plan and Function Oxfordshire <i>(Ref: 2024/207)</i></p> <p>Key decision to delegate authority to</p>	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate	Yes - Revenue Expenditure > £500,000		Yes – dedicated programme governance through FOP (full scope),		Deputy Leader of the Council with Responsibility for Climate Change, Environment &	Sarah Hassenpflug, Energy Systems Lead	Corporate Director Environment & Place

The Forward Plan

<p>award a consultancy contract at a revenue value of up to £550000 for the delivery of a Local Area Energy Plan to the director for Planning, Environment and Climate Change, conditional of the funds being agreed by FOP on the 30th of July, and in line with the scope and OBC agreed by FOP, and the commercials agreed by by the Oxfordshire Commercial Board. This contract will be delivered as part of a 24m partnership programme to deliver Local Area Energy Plans and Local Area Energy Function for Oxfordshire and all Oxfordshire’s Districts, to realise Action 4 in the FOP Net Zero Routemap and Action Plan (NZRAP).</p>	<p>Change, Environment & Future Generations (18 July 2024)</p>			<p>and complementary OCC governance on expenditure, contracting and risk through OCC Commercial Board.</p>		<p>Future Generations</p>		
--	--	--	--	--	--	---------------------------	--	--

The Forward Plan

--	--	--	--	--	--	--	--	--

12 July 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
Supported Transport Fleet (x71 Vehicles) <i>(Ref: 2024/208)</i> Retendering for 71 leased accessible minibuses for supported transport.	Delegated Decisions by Cabinet Member for Finance <i>(12 July 2024)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Finance	Vic Kurzeja, Director of Joint Property Team Tel: 07726 307813	Executive Director: Resources

12 July 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
Vehicle Hire Solution <i>(Ref: 2024/209)</i> Tender for short-long term hire and leasing for OCC staff.	Delegated Decisions by Cabinet Member for Finance <i>(12 July 2024)</i>	Yes - Revenue Expenditure > £500,000		N/A		Cabinet Member for Finance	Vic Kurzeja, Director of Joint Property Team Tel: 07726 307813	Executive Director: Resources

The Forward Plan

12 July 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>Purchase of 20-23 Bridge Street, Banbury <i>(Ref: 2024/210)</i></p> <p>To seek approval that we can proceed with the purchase of 20-23 Bridge Street for the purposes of the new Banbury Library and other OCC uses</p>	<p>Delegated Decisions by Cabinet Member for Finance <i>(12 July 2024)</i></p>	<p>Yes - Capital Expenditure >£1m</p>	<p>None</p>	<p>N/A</p>		<p>Cabinet Member for Finance</p>	<p>Michael Smedley, Head of Estates, Assets and Investment</p>	<p>Executive Director: Resources</p>