



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 17 April 2018 at 2.00 pm

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

A handwritten signature in black ink that reads "Peter Clark".

Peter Clark
Chief Executive

April 2018

Committee Officer: **Sue Whitehead**
Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Property & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Hilary Hibbert-Biles	Cabinet Member for Public Health & Education
Mark Gray	Cabinet Member for Local Communities

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 25 April 2018 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: 22 May 2018

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 contact Glenn Watson on **07776 997946** or glenn.watson@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

To approve the minutes of the meeting held on 20 March 2018 (**CA3 (to be circulated separately)**) 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

6. School Exclusions Working Group Report (Pages 1 - 20)

Cabinet Member: Public Health & Education

Forward Plan Ref: 2018/039

Contact: Lauren Rushen, Policy Officer Tel: 07990 367851

Report by Assistant Chief Executive (**CA6**).

The Education Scrutiny Committee working group completed an investigation into school exclusions in March 2018.

A working group of Education Scrutiny Committee members has investigated the increased use of exclusion across schools in Oxfordshire with the aim of identifying the underlying reasons for this and to make recommendations to help reduce the number of fixed term and permanent exclusions in the future.

The working group report and recommendations were considered and endorsed by the Education Scrutiny Committee on 14 March 2018. The report contains a number of recommendations for the Council, which the Cabinet is asked to consider and respond to within six weeks, as per the requirements in the Council's constitution.

The Cabinet is RECOMMENDED to:

- (a) consider the recommendations of the Education Scrutiny Committee Exclusions working group for the Council;***
- (b) agree which recommendations the Cabinet will accept; and***
- (c) ask the Director for Children's Services, in consultation with the Cabinet Member for Public Health and Education, to prepare a response for the next meeting of the Education Scrutiny Committee.***

7. Thames Water - Draft Water Resources Management Plan 2019 (Pages 21 - 26)

Cabinet Member: Environment

Forward Plan Ref: 2018/040

Contact: John Disley, Policy Strategy Manager Tel: 07767 006742/Amanda Jacobs, Principal Transport Planner Tel: 07825 314772

Report by Director for Planning & Place (**CA7**).

Thames Water are currently consulting on their Draft Water Resources Management Plan 2019 which looks ahead over the next 80 years to 2100.

The consultation documents outline the proposed demand management and water supply options that Thames Water are considering.

The key issues raised in this response to the consultation are: The need for a reservoir in Abingon, Thames Water's population forecasting on which they are basing their preferred programme for water supply, the need to maximise their current infrastructure through prevention of leakages, and water trading.

Cabinet is to note that the report has been compiled by non-technical specialists. Thames Water has submitted a large body of evidence that would require significant resource including technical specialists to fully summarise and assess.

The Cabinet is RECOMMENDED to endorse the key issues raised within this report as the response to this consultation, including the request for immediate and regular discussion with Thames Water on the proposed reservoir in terms of its catchment and location.

8. Transition Fund for Community Initiatives for Open Access Children's Services - Round 7 (Pages 27 - 50)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/151

Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Report by Assistant Chief Executive (**CA8**).

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support the provision of open access children's services.

In September 2017 Cabinet agreed the proposed use of the underspend of £232,674 for further rounds of grant funding and a cross party group of councillors bringing proposals back to cabinet for decision.

The working group have considered the applications under the seventh round of bids against the criteria outlined in the guidance notes with recommendations to Cabinet.

The Cabinet is RECOMMENDED to:

- (a) ***approve for funding the following bids:***
 - a. ***Benson Little Acorns***
 - b. ***Didcot APUK***
 - c. ***East Oxford Primary School (reduced award)***
 - d. ***St Edburgs Church with Kingsmere (reduced award)***
 - e. ***The Comfort Trust;***

- (b) ***approve changes/variations to the following previously awarded projects:***
 - a. ***Abingdon Carousel***
 - b. ***Cuttesslowe Community Association***
 - c. ***Faringdon Town Council***

- (c) ***approve delegated authority to Cabinet Member for Local Communities delegated decisions for minor changes and variations to projects.***

9. Councillor Priority Fund (Pages 51 - 66)

Cabinet Member: Leader

Forward Plan Ref: 2018/038

Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Report by Assistant Chief Executive (**CA9**).

The Councillor Priority Fund will run across two financial years, and will be at the discretion of individual councillors to award and officers will enact their decision under officers' delegated powers. This paper suggests a general criterion for eligible applicants, and two processes for administering the fund to either external organisations, or internal OCC services. It also sets out considerations for councillors in

deciding which bids to fund.

The Cabinet is RECOMMENDED to:

- (a) approve the governance arrangements under officers' delegated powers.**
- (b) approve the Councillor Priority Fund Guidance Notes**
- (c) approve the Councillor Priority Fund Funding Request Form**
- (d) approve the process for Allocation of Funding to Internal Services.**

10. Delegated Powers - April 2018

Cabinet Member: Leader

Forward Plan Ref: 2017/147

Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213

Schedule below reporting on a quarterly basis executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 of the Council's Constitution.

Not for call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
2 February 2018	Request for Exemption from tendering requirements under the Contract Procedure Rules - Provision of Case Management and Legal Support by West Berkshire Council's Trading Standards Service	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules in respect of a joint working arrangement with West Berkshire Council's Trading Standards Service for the provision of case management and legal support on regulatory issues at an estimated annual cost of £57k with a cost to Oxfordshire County Council in year 1 of £37k.	To secure the necessary effective and value for money support making use of existing arrangements.
1 March 2018	Request for exemption from tendering under Contract	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules in respect of the award of a housing	In order to be able to respond to the market pressures to give the confidence to Fairhome to acquire the

	<p>Procedure Rule (“CPR”) 20 in respect of the award of a housing nominations agreement for service users with learning disabilities with complex needs</p>	<p>nominations agreement with the nominated Registered Provider nominated by Fairhome Group for service users with learning disabilities with complex needs. The Council will cover rent for void periods and any shortfall between housing benefit and rent (capped). The agreement is for 25 years with a break clause exercisable by the Council at 15 years. The estimated maximum annual cost to the Council for this scheme is £40,925. The estimated maximum combined annual cost of this scheme and another similar scheme with the same housing provider (subject to a previous exemption from the CPRs) is £112,528.</p>	<p>properties.</p>
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11. Forward Plan and Future Business (Pages 67 - 70)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213

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 **CA11**. 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.

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Division(s): N/A

CABINET – 17 APRIL 2018

EDUCATION SCRUTINY WORKING GROUP REPORT ON SCHOOL EXCLUSIONS

Report by Assistant Chief Executive

Introduction

1. This report presents the findings, conclusions and recommendations resulting from the Education Scrutiny Committee's working group on school exclusions.
2. The working group report and recommendations were considered and endorsed by the Education Scrutiny Committee on 14 March 2018. The report contains a number of recommendations for the Council, which are highlighted below.
3. Cabinet is asked to consider and respond to these recommendations.

Background

4. From September 2017 to February 2018 a working group of Education Scrutiny Committee members, led by Councillor Gill Sanders, investigated the increased use of fixed term and permanent exclusions across schools in Oxfordshire.
5. The working group's objectives were to:
 - Develop a greater understanding about the underlying reasons for both fixed term and permanent exclusions in primary and secondary schools.
 - Understand what support is available for schools in managing pupils who are at risk of exclusion and where there are gaps in this support.
 - Identify which aspects of the exclusion process are working well and which are not.
 - Identify good practice in schools where rates of exclusions are low or are reducing significantly.
6. To ensure the working group's recommendations would have the greatest impact, members agreed their key lines of inquiry would focus on areas where exclusion rates have continued to be high and are increasing:
 - Among primary aged children,
 - At the point of transition from primary school to secondary, and
 - School Years 10 and 11

7. The working group gathered evidence through meetings with County Council officers, Headteachers, Governors, school behavioural leads and Special Educational Needs Coordinators. Members of the group also observed In Year Fair Access Panels for allocating places in alternative provision for those at risk of exclusion; reviewed relevant policies, information and data; and sought the views of the Children in Care Council on the experience of Looked After Children who have been excluded.

Outcomes of the working group review

8. The key findings of the working group were:
 - It is important for school leaders and governors to have a strong focus on inclusion and preventive work with pupils at risk of exclusion. A system-wide agreement on an approach to preventing exclusion would be helpful and governing bodies need to be well equipped to scrutinise headteachers' decisions to permanently exclude.
 - In Year Fair Access Panels are providing an effective forum for peer challenge and it was evident that schools are working in the best interests of the pupils they refer to these. However, the availability of alternative provision for primary aged pupils at risk of exclusion is severely limited and competition for access to secondary aged provision is fierce.
 - The most common reason for fixed term and permanent exclusion in Oxfordshire is persistent disruptive behaviour. Managing challenging behaviour can be resource intensive and schools highlighted the need for greater support to do this, particularly where pupils have social, emotional and mental health needs.
 - Schools indicated the funding they receive for specialist support and adjustments to meet the needs of vulnerable learners (e.g. pupils with Special Educational Needs or Looked After Children) is not enough to cover the cost of bespoke provision. There are good examples of innovative school-led initiatives to address the gap in special school provision. Support from the Virtual School for Looked After Children and Care Leavers was commended.
 - The readiness of children entering primary school and transitioning to secondary education can affect their risk of exclusion. Earlier identification and preventative work via Health Visitors, Primary Child and Adolescent Mental Health services (PCAMHS), and Early Years teams was considered key. Many schools also had specific transition programmes for vulnerable learners, but felt the quality of information shared by primary schools about these pupils could be improved and more training to support vulnerable learners through this period would be helpful.
9. The full report is attached in Appendix 1. It contains a total of 14 recommendations, which if implemented, the Education Scrutiny Committee believes will help to reduce the use of fixed term and permanent exclusions in Oxfordshire.

Recommendations for the Council

10. The recommendations the Cabinet is specifically asked to consider are:
 - (a) The Council should ensure training for school governors is fit for purpose and emphasises their role in monitoring school exclusions and challenging headteachers on their strategies for reducing exclusion.
 - (b) The Council should develop effective mechanisms for sharing good practice and expertise around inclusion and rewarding schools that successfully manage challenging pupils without resorting to exclusion.
 - (c) The Council should take steps to improve the timeliness of Education, Health and Care Plan assessments to reduce the risk of pupils with SEN and disabilities being excluded, including revising the funding mechanism to secondary schools.
 - (d) The Council should facilitate the development of more alternative provision for primary-aged pupils, informed by a review of the needs of primary aged pupils who have been permanently excluded.
 - (e) The Council is asked to develop a behaviour strategy that promotes inclusion, and encourages schools to strive for the Inclusion Quality Mark and share best practice.
 - (f) The Council, and schools, should give specific attention to developing the personal resilience of vulnerable pupils and driving up their educational outcomes at Key Stage 2 to support a smoother transition to secondary school.
 - (g) The Council should work with the Schools Forum as a sounding board, to ensure Local Authority funded support services are fit for purpose, promoted and well used.
 - (h) The Council should more robustly challenge schools over their use of reduced timetables to manage pupils with additional needs or challenging behaviour, so that a more consistent and appropriate approach is adopted across all schools.

Monitoring Progress

11. A report on the Cabinet's response to these recommendations will be reported to the next available Education Scrutiny Committee meeting.
12. It is anticipated that the Chairman of the working group and scrutiny officer will ensure that a review of progress against accepted recommendations is scheduled into the future work programme of the Committee. Usually a progress report will be requested by the Committee within 6-12 months after actions have been agreed by Cabinet.

Financial and Staff Implications

13. The financial or staffing impacts arising from this review are dependent upon whether and how each working group recommendation is progressed. The Cabinet may wish to ask for more detailed work to be undertaken by the Education team before considering its response to each of the recommendations set out in this report.

Equalities Implications

14. Through its investigation of the underlying causes for the increase in school exclusions across Oxfordshire the working group identified that a high proportion of pupils at risk of exclusion were vulnerable learners and those with additional needs or disabilities.
15. The recommendations arising from the review aim to ensure that adequate support and training is in place to promote inclusivity and equality for these learners. It is expected that equalities implications will be considered when Cabinet responds to the recommendations and implements those that are accepted.

RECOMMENDATION

16. **The Cabinet is RECOMMENDED to:**
 - (a) Consider the recommendations of the Education Scrutiny Committee Exclusions working group for the Council;
 - (b) Agree which recommendations the Cabinet will accept; and
 - (c) Ask the Director for Children's Services, in consultation with the Cabinet Member for Public Health and Education, to prepare a response for the next meeting of the Education Scrutiny Committee.

MAGGIE SCOTT
Assistant Chief Executive

Contact Officer: Katie Read, Senior Policy Officer; Tel: 07584 909530

April 2018

EDUCATION SCRUTINY COMMITTEE – 14 MARCH 2018

SCHOOL EXCLUSIONS WORKING GROUP REPORT

Report by Councillor Gill Sanders, Chairman of the Exclusions working group

Introduction

1. On 27 September 2017 the Education Scrutiny Committee established a working group to investigate the increased use of fixed term and permanent exclusions across Oxfordshire. The group's aim was to identify the underlying reasons for the increase, understand how schools and the Local Authority are addressing this, and to make clear recommendations to help reduce the number of fixed term and permanent exclusions in the future.
2. The working group was led by Cllr Gill Sanders and consisted of Education Scrutiny members Cllr Anda Fitzgerald-O'Connor, Cllr Jeannette Matelot and Carole Thomson. In addition, Cllr John Howson supported a number of working group activities. Officer support was provided by the Strategic Lead for Education Sufficiency; the Education Inclusion Manager; and a Senior Policy Officer.
3. This report presents the working group's findings and recommendations for review by the Education Scrutiny Committee.

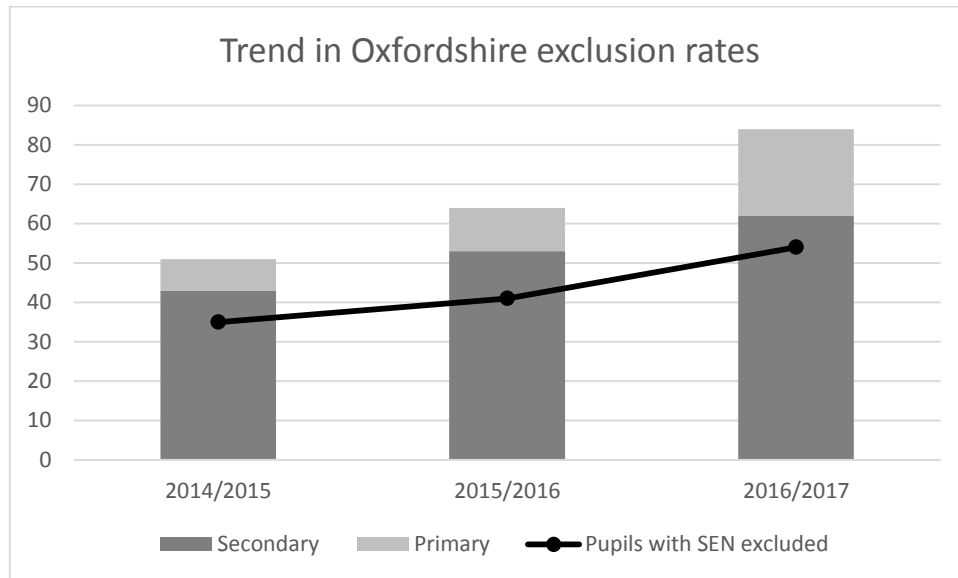
Context

4. All children have a right to benefit from the opportunities provided by education. One of the Council's core priorities is to ensure every child in Oxfordshire has a good start in life. It does this by working with schools, families and partners to support increased school attendance, which in turn leads to improved attainment levels.
5. It is clear that fixed term and permanent exclusion disrupts a child's education and can negatively impact on their achievement.
6. Whilst Department for Education guidance supports headteachers to use exclusion as a sanction where it is warranted, it emphasises that permanent exclusion should be used as a last resort. It should only be in response to serious or persistent breaches of a school's behaviour policy, and if the education or welfare of others in the school would otherwise be harmed by the pupil remaining¹.
7. The expectation is that schools will have tried a range of interventions to address a pupil's disruptive behaviour before exclusion is considered. In some cases a fixed-term exclusion may be used in the first instance to allow sufficient time to consider the alternatives to permanent exclusion. Where further evidence comes

¹ DfE Guidance, 'Exclusion from maintained schools, academies and pupil referral units in England', September 2017

to light, a further period of fixed term exclusion may begin immediately or a permanent exclusion may be issued.

8. In Oxfordshire there has been a 28% increase in the overall exclusion rate since 2016/17 and a 62% increase since 2014/15. 82 pupils were permanently excluded in 2016/17 and there was a steep increase in fixed term exclusions, although lower than the national average.



9. More than half the permanent exclusions from secondary schools in 2016/17 were pupils receiving some level of Special Educational Needs (SEN) support. All pupils permanently excluded from Oxfordshire primary schools had SEN support.

Background

10. When reviewing the trends in exclusion from Oxfordshire schools, the Committee raised concerns about the high number of pupils with SEN being excluded. Members wanted to investigate whether delays in the assessment of SEN and disabilities, and access to support through an Education, Health and Care Plan, are key contributory factors to the rise in exclusion.
11. The Committee was also interested to learn whether exclusion rates are linked to areas of deprivation and if the location, catchment area, or type of school affects this. There was particular concern about the rise in primary school exclusions, those at the point of transition to secondary school and in the first year of GCSE.
12. Members queried the reasons for a growing use of fixed term exclusions; whether this is due to more rigorous reporting or is in response to a lack of support to keep pupils in school. They were keen to explore how 'managed moves' and fair access protocols are used to reduce the risk of exclusion.
13. The role of governors in upholding and challenging decisions to exclude was also queried, including whether there is sufficient training to ensure that the statutory process is followed.

Terms of reference

14. Based on the Committee's discussion in September a working group of members was tasked to:

- Develop a greater understanding about the underlying reasons for both fixed term and permanent exclusions in primary and secondary schools.
- Understand what support is available for schools in managing pupils who are at risk of exclusion and where there are gaps in this support.
- Identify which aspects of the exclusion process are working well and which are not.
- Identify good practice in schools where rates of exclusions are low or are reducing significantly.

15. To ensure the working group's recommendations have the greatest impact, the members agreed their key lines of inquiry would focus on areas where exclusion rates have continued to be high and are increasing:

- Among primary aged children,
- At the point of transition from primary school to secondary, and
- School Years 10 and 11

16. The group also agreed not to review rates of attendance or levels of attainment, as these are planned to be the focus of subsequent Education Scrutiny working groups.

Method of investigation

17. Between November 2017 and January 2018, the working group gathered evidence and intelligence via the following methods:

- a. *Meetings with County Council lead officers* to understand the Oxfordshire context, including the Authority's statutory duties in relation to fixed term and permanent exclusions, an overview of available support services and current data on exclusions across Oxfordshire schools.
- b. *Review of key guidance, policies and data in relation to school exclusions*, e.g. Department for Education School Exclusion guidance, Oxfordshire's In Year Fair Access protocol.
- c. *Visits to primary schools and secondary schools* in similar socio-economic locations where the rates of exclusion are either high or decreasing/low for children identified in the specific areas of focus. The aim of these meetings was to identify areas of good practice and the key barriers to reducing exclusion.

The visits included a discussion with the headteacher, a Governor and the SEN Co-ordinator or behaviour lead and were usually attended by two or more working group members, a member of the Education team and a Senior Policy

Officer. Appendix A lists the key questions covered in these discussions.

In preparation for these visits the following information was requested for members' review:

- i. School behaviour policy
 - ii. Approach to staff training / training records on behavioural support
 - iii. Numbers of children on reduced timetables and how these are used
 - iv. SEN Information Report
- d. *Facilitated workshop with the Children in Care Council* to understand more about the experience of Looked After Children who have been excluded. The discussion focused on how well children in care are supported at school when they are experiencing difficulties, the help they receive to reintegrate with school or at transition to secondary school, the impact of exclusion at home, and the links with children placed outside the county or moving into Oxfordshire.
- e. *Meeting the headteacher of Meadowbrook College* to understand what alternative educational provision is commissioned by the Council for pupils who have been excluded or are at risk of exclusion.
- f. *Meeting the headteacher of the Virtual School for Looked After Children and Care Leavers* to understand how the Council supports schools not to permanently exclude a child in care.
- g. *Observation of two 'In Year Fair Access Panel' meetings* to further understand how school work collaboratively to support pupils at risk of exclusion, the process for placing permanently excluded pupils and how places at Meadowbrook College (alternative provision) are allocated.
- h. *Meeting with inclusion and special educational needs officers* to explore whether children with SEN, disabilities and social, emotional and mental health needs are being sufficiently supported, to reduce the risk of their exclusion. Officers also provided an overview of progress and learning from the Oxfordshire School Inclusion Team project with year 8 boys in two high excluding schools.

Findings

Leadership

18. A key theme that emerged from discussions with headteachers and Local Authority officers was the importance of a leadership focus on inclusion. School leaders set the climate and culture of a school and are key to promoting an inclusive ethos.
19. With the autonomy of schools growing, innovative approaches to inclusion and behaviour management are being developed. The working group heard good examples of school leaders establishing inclusive practices, involving parents and developing robust processes to challenge exclusions. However, it was also clear to

the group that a system-wide agreement on an approach to preventing exclusion would be helpful.

20. The use of voluntary financial penalties for schools that exclude was presented as a potential model. This would involve schools voluntarily entering into a binding agreement that would see them pay an agreed penalty for permanently excluding pupils. A model used in Bristol was also shared as good practice. There, schools and the Local Authority agree that alternative provision can be accessed at much lower cost, if a school does not permanently exclude a pupil. The working group felt that such models would be worth exploring further with schools across Oxfordshire.
21. The leadership role of governors was also highlighted as important. A governing body that is well equipped to scrutinise a headteacher's decision to permanently exclude a pupil can encourage the school to improve its preventative work with pupils before such a decision is taken.
22. The Council offers training for governors, but feedback suggested that this is expensive and some schools have sourced training elsewhere. Support from the Exclusions and Reintegration Team to inform the process of exclusion is also not taken up in every case. To ensure a consistent level of challenge to headteachers on their strategies for reducing exclusion, there may be a need to further develop the training offer for governors on building an inclusive school.
23. The group were also made aware of how important it is to have an experienced and fully trained clerk to governors to help navigate the exclusion process. The Council can provide a clerking service for schools where the clerk has no previous experience of exclusions. Due to the short time between a headteacher's decision to exclude and governors convening a disciplinary panel, access to an online training module could be extremely valuable. The working group is keen for this to be actively explored.
24. It was also thought that the Council could be doing more to celebrate and highlight good practice across the county. Although Ofsted now considers inclusion in its inspection framework, a 'good' inspection rating may not provide adequate recognition for a school that has made significant effort to support challenging pupils, who may have otherwise been excluded.

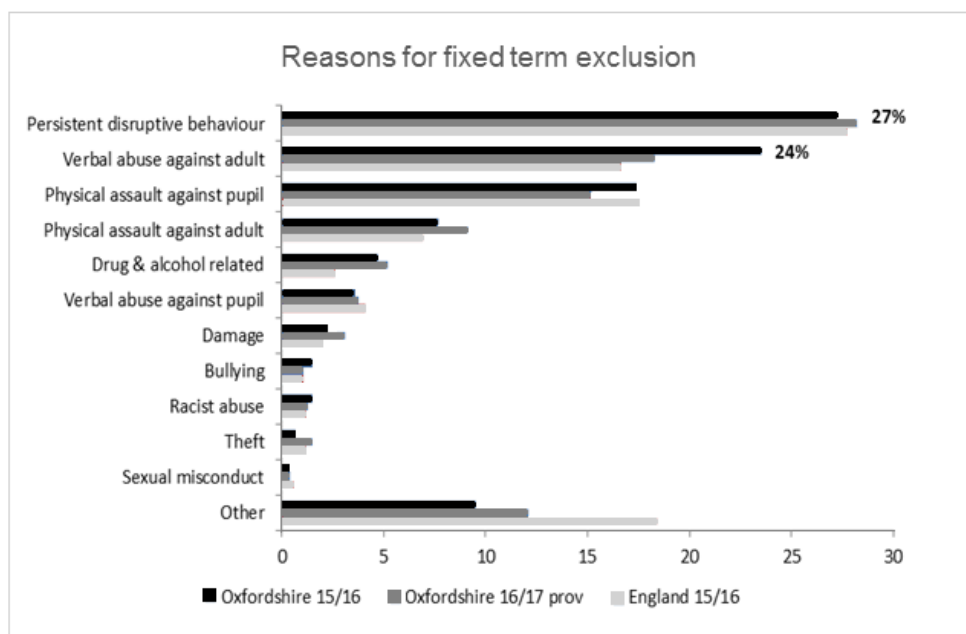
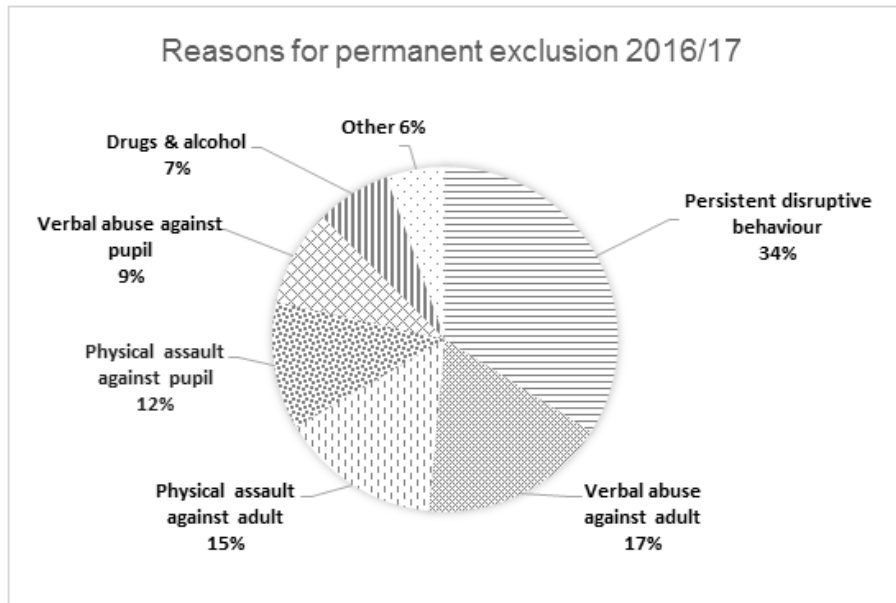
Alternative provision

25. The Council funds 106 places of alternative provision at Meadowbrook College to provide education for students aged 5-16 who either are excluded from mainstream schools, or are finding it difficult to fully access education. An overview of provision at Meadowbrook College is in Appendix B.
26. Headteachers and the College itself highlighted the need for more alternative provision at primary school age. This is supported by the fact that there were 22 permanent exclusions from primary schools in 2016/17, but only eight places commissioned by the Council for primary aged pupils at the College.

27. Although the Council meets regularly with the College to ensure the best provision is being made and the turnaround of placements is timely and appropriate, this process is often complicated and lengthy due to the reluctance of some schools to admit children with additional needs after being excluded from a previous setting.
28. Some of the Meadowbrook College places for secondary aged pupils are allocated through the county's four In Year Fair Access Panels (IYFAPs). It was noted that the availability of these places is a significant issue. In one area a Panel had 13 College places to allocate, but more than 50 referrals for pupils at risk of exclusion.
29. For each Panel there was a waiting list to attend one of the College courses. The 'gazumping' of pupils on the waiting list, by permanently excluded pupils or those transitioning from outside the county, was highlighted as a particular issue. Some schools have begun to purchase other forms of bespoke alternative provision because of the limited availability of Meadowbrook College places. The cost of transporting pupils to the College and the perceived quality of Key Stage 4 provision are also contributory factors. Whilst the IYFAP supports schools purchasing bespoke provision, there is no additional funding to contribute to this via the Panel.
30. The working group noted that IYFAPs provide an effective forum for peer challenge. Through this process schools are successfully holding each other to account for the level of intervention and support provided before exclusion. However, it was clear that some schools are receiving a greater number of excluded pupils than others. There was also a lack of consistency in the information shared between schools, to ensure the right resources are in place before a pupil transfers. Similarly, those involved in the Panel process thought it important for Social Care and SEN professionals to attend IYFAPs regularly, to share up-to-date information about broader work with a pupil and their family.
31. Overall it was evident that schools are working in the best interests of the pupils they refer to IYFAPs, recognising that permanent exclusion has a considerable impact on a child's educational outcomes and their future prospects. However, it was noted that some schools are reluctant to offer managed moves, preferring to permanently exclude. This was thought to be the result of other pressures, such as school inspection or performance, rather than the individual needs of pupils.
32. For IYFAPs to be effective, schools need to accept that some will be approached more often than others to take pupils at risk of exclusion or those who have been excluded because of numbers on their school roll. This may become an even more important issue as the pressure on secondary school places grows.

Disruptive behaviour

33. The most common reason for fixed term and permanent exclusion in Oxfordshire is persistent disruptive behaviour. More than a third of permanent exclusions and 27% of fixed term exclusions in 2016/17 were for persistent disruptive behaviour.



34. Managing pupils with challenging behaviour is a resource intensive task. A number of headteachers shared that they feel a disproportionate amount of their school's resource is spent on providing one-to-one support for pupils with challenging behaviour and they do not have the capacity to 'absorb' any more of these cases.

35. Encouragingly, the working group heard about a variety of approaches used by schools to manage these pupils, including:

- strategies for monitoring and following up on poor behaviour,
- involving parents and using home-to-school link workers,
- providing a separate space for pupils to be removed from class,
- setting high expectations and consistently applying these, and

- introducing a stepped system of consequences which is replicated across primary and secondary schools.

36. Disruptive behaviour can be an indication of unmet need. Where schools have concerns about a pupil's behaviour, they should be identifying the reasons for this and intervening early to reduce the need for an exclusion.

37. In previous years schools had access to the Council's Behaviour Support Service. This service provided bespoke training and liaised between families and schools, suggesting actions and strategies which would help them better understand young people with challenging behaviour and promote access to education. However, when this service was traded, there was insufficient interest from schools to make it viable and it ceased in 2015.

38. Behaviour support is now met in part by the provision of telephone advice from the Exclusion and Re-integration Team. Traded support is also available through the Oxfordshire School Inclusion Team (OXSiT) and the Educational Psychology Service (EPS). Their focus is less on providing ready-made solutions, but on building the capacity and capability of schools to manage challenging behaviour.

39. An example shared with the working group was the current OXSiT and Mulberry Bush School (MBOX) project, funded by the Strategic Schools Partnership Board. OXSiT is working with two high excluding schools, focusing specifically on Year 8, boys to develop strategies and provision for learners with challenging behaviour and social, emotional and mental health needs. The aim is to help teachers and leaders identify risk factors that increase the likelihood of exclusion. The project uses a reflective practice approach and encourages staff to view behaviour as a form of communication. Early findings suggest that school needs assessments do not always consider a pupil's emotional maturity. It is also clear that the consistency and continuity of staff (i.e. low staff turnover) is an important factor, and that more training is needed on strategies for reducing exclusion.

40. In recent years there has been a shift in the complexity of children's needs, particularly an increase in Autism diagnoses and mental health needs, bringing with them more challenging behaviour.

41. Local Authority officers identified that the support available in schools for pupils with social, emotional and mental health needs is not as strong as support for speech, language and literacy needs. Headteachers indicated that there may be a need for investment in a service that would support schools in managing challenging behaviour and mental health issues. Similar views were recorded in a recent on-line survey to all schools and settings as part of a review of Central Support Services. Some also felt it would be helpful for Department for Education guidance on behaviour and mental health to be combined.

Support for vulnerable learners

42. Schools are expected to take steps to identify pupils from groups with disproportionately high rates of exclusion. The Department for Education identifies

pupils with Special Educational Needs (SEN) and Looked After Children to be particularly vulnerable to the impact of exclusion.

43. In addition to early intervention, headteachers should be considering what extra support may be needed to identify the specific needs of these pupils to reduce their risk of exclusion. Wherever possible a headteacher should avoid permanently excluding a pupil with an Education, Health and Care Plan (EHCP) or a Looked After Child.
44. Schools receive delegated funding for SEN and Pupil Premium for disadvantaged pupils. It is expected that schools use these funds to make reasonable adjustments to pupils' provision, including the purchase of any specialist support or resources required to meet their needs. A number of schools fed back that this funding is not enough to cover the cost of bespoke provision. Others felt that there could be greater scrutiny of how this funding is spent and this is a role for governors in providing effective challenge and financial accountability.
45. In the working group's visits, schools raised particular concerns about the cost of managing pupils with high needs in mainstream education and the shortage of special school places in Oxfordshire. SEN Coordinators also fed back their frustration at the timeliness of EHCP assessments to access specialist provision. Some even perceived that specialist provision could be accessed sooner if a pupil waiting for an EHCP was permanently excluded.
46. The Didcot Partnership initiative was shared as an example of an innovative response to this gap in special school provision. This school-led Partnership facilitates peer-to-peer support for headteachers and SEN Coordinators in the area. Interventions are delivered from a resource base at a Didcot school and outreach support is available for two days a week. The initiative is funded by schools in the area pooling their resources and through a small amount of capital funding from the Council. The working group was informed that other opportunities to utilise spare school accommodation to establish specialist resource bases are actively being explored across the county.
47. Support from the Virtual School for Looked After Children and Care Leavers was commended by many schools and the Children in Care Council. The Virtual School works alongside schools, social workers, carers and other professionals to ensure they understand their statutory responsibilities and are aware of best practice in relation to children in care. Currently 480 children of school age are supported by the School, which makes a considerable effort to ensure no school excludes a Looked After Child. The working group was pleased to note that there have been no permanent exclusions of Looked After Children from schools in the last eight years. This is despite significant financial cutbacks for the School in the past year and the resulting loss of three members of staff.
48. The School is proactively working with schools that are high fixed term excluders of Looked After Children to develop bespoke packages of support and prevent the use of reduced timetables. Looked After Children are also treated as a priority cohort by Meadowbrook College, and the School has purchased two dedicated places on College courses. An area of development highlighted by the head of the Virtual

School was the link between the School and Child and Adolescent Mental Health services.

School readiness

49. School readiness emerged as another key factor affecting the likelihood of pupils being excluded. This includes the readiness of children entering primary school and the period when pupils are transitioning to secondary education.
50. Some schools felt that not all children are starting school with the appropriate social and cognitive skills and competencies required to achieve; in some cases they may be unable to follow instruction or may not be toilet-trained. It was thought that earlier identification and preventative work via Health Visitors, Primary Child and Adolescent Mental Health services (PCAMHS), and Early Years teams would help to address these issues before a child enters primary school.
51. Access to additional support generally in primary schools was highlighted as an issue. For example, some headteachers shared that demonstrating a sufficient level of need to justify the purchase of educational psychology support can be difficult, and primary schools have different access to services such as school counselling. Previously primary schools would have used their links with Children's Centres to access additional advice and support, but there has been a significant reduction in the number of Children and Family Centres as part of the reconfiguration of Children's Services.
52. Poor transition from primary to secondary school can also affect a pupil's risk of exclusion. Adjusting to the different expectations of a secondary school environment is a daunting experience for any 11-year-old, which is why support for vulnerable learners transitioning to secondary school is particularly important. Some schools suggested intensive work is needed with Years 5 and 6 to ensure they are ready for secondary education. One school visited spoke about its 'Fresh Start Programme' targeted at Year 7 pupils with a reading age of less than 9.6, and proposed that this could be started in primary school.
53. Many examples were shared about strategies for making the transition to secondary education smoother. This included the use of transition link-workers; a bespoke transition programme for vulnerable learners, including additional visits to the receiving school; home-to-school liaison staff; and school events involving pupils from feeder primary schools. Despite this, it was felt that the quality of information shared with secondary schools about vulnerable learners could be improved, and that more training to support vulnerable learners through transition would be helpful.

Recommendations

54. Based on the working group's findings the Education Scrutiny Committee is RECOMMENDED to:
 - i. Advocate a strong leadership focus on inclusion in schools.

- ii. Ensure that Council training for school governors is fit for purpose and emphasises their role in monitoring school exclusions and challenging headteachers on their strategies for reducing exclusion.
- iii. Support the development of a system-wide approach to preventing exclusion, (building on the model of a shared commitment to inclusion and financial incentives to support this) and monitor the impact of this.
- iv. Encourage the Council to develop effective mechanisms for sharing good practice and expertise around inclusion and rewarding schools that successfully manage challenging pupils without the resorting to exclusion.
- v. Ensure the Council takes steps to improve the timeliness of Education, Health and Care Plan assessments to reduce the risk of pupils with SEN and disabilities being excluded, including revising the funding mechanism to secondary schools.
- vi. Facilitate the development of more alternative provision for primary-aged pupils, informed by a review of the needs of primary aged pupils who have been permanently excluded.
- vii. Keep a watching brief on the outcomes of the Oxfordshire School Inclusion Team and Mulberry Bush School project to learn further lessons and share good practice on exclusion.
- viii. Ask the Council to develop a behaviour strategy that promotes inclusion, and encourages schools to strive for the Inclusion Quality Mark and share best practice.
- ix. Encourage the Oxfordshire Teaching Schools Alliance to give high priority to training staff on behaviour management.
- x. Review the impact of the change from Children's Centre provision to Children and Family Centres and the Locality and Community Support Service, on children's readiness for school.
- xi. Ensure the Council and schools give specific attention developing the personal resilience of vulnerable pupils and driving up their educational outcomes at Key Stage 2 to support a smoother transition to secondary school.
- xii. Encourage the Council to work with the Schools Forum, as a sounding board, to ensure Local Authority funded support services are fit for purpose, promoted and well used.
- xiii. Commend the Virtual School for Looked After Children and Care Leavers and all schools for ensuring that no Looked After Child has been permanently excluded in the last eight years.

- xiv. Encourage the Council to more robustly challenge schools over their use of reduced timetables to manage pupils with additional needs or challenging behaviour, so that a more consistent and appropriate approach is adopted across all schools.

Acknowledgements

The Education Scrutiny working group is grateful to all those who shared and presented information as part of its investigation into the increase in school exclusions across Oxfordshire. In particular, the working group would like to thank the following people for their openness and co-operation:

- The headteachers, behaviour leads and governors at the schools visited by the working group.
- The professionals involved in the Central and South Oxfordshire In Year Fair Access Panels.
- The Children in Care Council.
- Oxfordshire County Council officers from:
 - The Education Inclusion Team
 - The Oxfordshire Social Inclusion Team
 - The Virtual School
 - The Special Educational Needs Team
 - The Locality and Community Support Service
 - The Engagement Team

Councillor Gill Sanders

Chairman of the School Exclusions Working Group

Contact Officer: Katie Read, Senior Policy Officer
March 2018

Appendix A – Questions for school visits

Meeting the needs of pupils at risk of exclusion

1. Do you have a particular cohort of children you would consider more at risk of exclusion and what do you see are the underlying reasons for this? *(N.B. Across Oxfordshire in 2016/17 40% of secondary school pupils and 100% of primary school pupils that were permanently excluded had SEN)*
2. Have you received any support from the Local Authority to manage the risk of exclusion? If so, in what ways has this been valuable and how could this support be improved?
3. What support does your school provide for pupils with additional needs?
4. *For primary schools* – how do you prepare pupils with additional needs in year six for transfer to secondary education?
5. *For secondary schools* – how do you work with feeder primary schools to ensure all necessary support required for a pupil with SEND transfers to their secondary education so that they are effectively supported from Day 1?
6. Do you monitor the progress of your pupils in alternative provision and if so how?
7. Of the children who have been permanently excluded from your school, do you ensure they continue to make educational progress and if so how?

Managing challenging behaviour

8. How many permanent exclusions do you think you have prevented during 2016-17 and what did you do to prevent them?
9. What plans do you put in place around a child who is on a reduced timetable? i.e. how do you ensure that child remains safe?
10. How do you ensure that putting a pupil onto a reduced timetable is being effectively used in order to reintegrate the pupil into full-time education?
11. Have you ever accessed any form of Early Help support from the Local Authority and if so, do you feel this was accessed at an appropriate point?
12. What training do you provide to staff in behavioural support?
13. If your school is part of a Multi-Academy Trust, what protocols are in place within the Trust to manage pupils at risk of exclusion?

Exclusion process

14. How do you ensure that your school and its Governors are following the statutory process for exclusion?
15. What training is provided for your Governors and those clerking the panels in relation to decisions about exclusion?
16. What support, if any, do you draw on from the Local Authority Inclusion team during the process of exclusion?

17. Is there anything else you wish to share about your approach to fixed term and permanent exclusions that you believe would be useful for this working group?

Appendix B – Meadowbrook College provision

Meadowbrook College receives £10,000 for each of the 106 planned places directly from the Education & Skills Funding Agency (i.e. £1,060,000). The Council adds c.£1.5 million from the High Needs Block to this funding.

Meadowbrook College programmes include:

- BRIDGES (primary school age 5-11): students who have been permanently excluded from school
- BRIDGES DIRECT (primary school age 5-11): students needing support in their own schools - the support is provided to the student, the teachers who work with the students or the leadership team interested in developing inclusive practice or alternative provision in their own schools
- ON COURSE (secondary age - ideally year 7&8) - 4 week programme, early intervention
- DISCOVERY (secondary age - year 7/8/9): students who have been permanently excluded
- INTERIM KS3 (year 7/8): students who need a little more time before reintegrating back to their mainstream school or on to a new school
- BASE KS3 (year 9): students in year 9 who are not ready to move on to a new school or who have twice been permanently excluded and with Meadowbrook for a longer spell
- BASE KS4 SHORT-TERM (year 10/11): approx. 8 weeks for students who have been permanently excluded and are being reintegrated back into a new school
- BASE KS4 LONG-TERM (year 10/11): 12 weeks+ - students who will be with us until the end of year 11 due to a permanent exclusion or students who are on dual-roll with us and their mainstream school
- FLO (Foundation Learning Opportunities - year 9): students attend 1 or 2 days a week on dual-roll with their mainstream school. Students study Entry Level and Level 1 qualifications either in preparation for vocational study in year 10/11 or as an engagement and skills building opportunity
- SCHOOL ENGAGEMENT PROGRAMME (SEP - year 10/11): students attend 1 or 2 days a week on dual-roll with their mainstream school. Students usually study vocational/technical subjects and remain engaged with their home school.
- NEXT STEPS (year 1-11): a specialist provision for students with an EHCP who have been referred to us from the Special Educational Needs Support Service (SENSS) in Oxfordshire. Schools cannot refer children to this programme.
- LINK WORK: a specialist mentor programme available to schools to support students in years 7-10 who are at risk of exclusion from school. Link Workers on

this programme will provide bespoke support for schools working with students on a 1-1 basis on areas such as: low self-esteem, self-management of behaviour, building resilience, personal learning skills.

- **OUTREACH:** Support to schools for students or groups of students either in the school setting or in agreed alternative places of education.
- **CPD/PROFESSIONAL LEARNING:** Professional Development Support to schools in the areas of Restorative Practice; Team Teach; Behaviour Management; running Thinking Circles; internal alternative provision solutions for a school etc.

Glossary

Special Educational Needs (SEN)	The needs of a child who has a difficulty or disability which makes learning harder for them than for other children their age.
Education, Health and Care Plan	The document that describes a child or young person's special educational, health and social care needs. It explains the extra help that will be given to meet those needs and how that help will support the child or young person to achieve what they want to in their life.
Alternative Provision	Education arranged by the local authority for pupils who, because of exclusion, illness or other reasons, would not otherwise receive suitable education; by schools for pupils on fixed term exclusions; and for pupils directed off-site to improve their behaviour.
Pupil Premium	The additional funding for schools to raise the attainment of disadvantaged pupils of all abilities and to close the gaps between them and their peers.

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Division(s):

CABINET – 17 April 2018

REPORT ON THAMES WATER - DRAFT WATER RESOURCES MANAGEMENT PLAN 2019

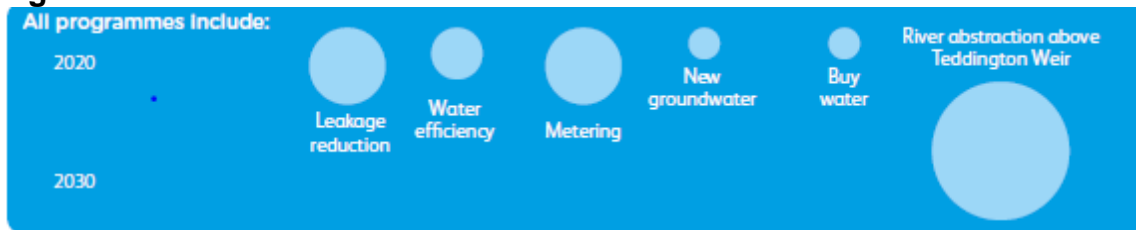
Report by Director for Planning and Place

Introduction

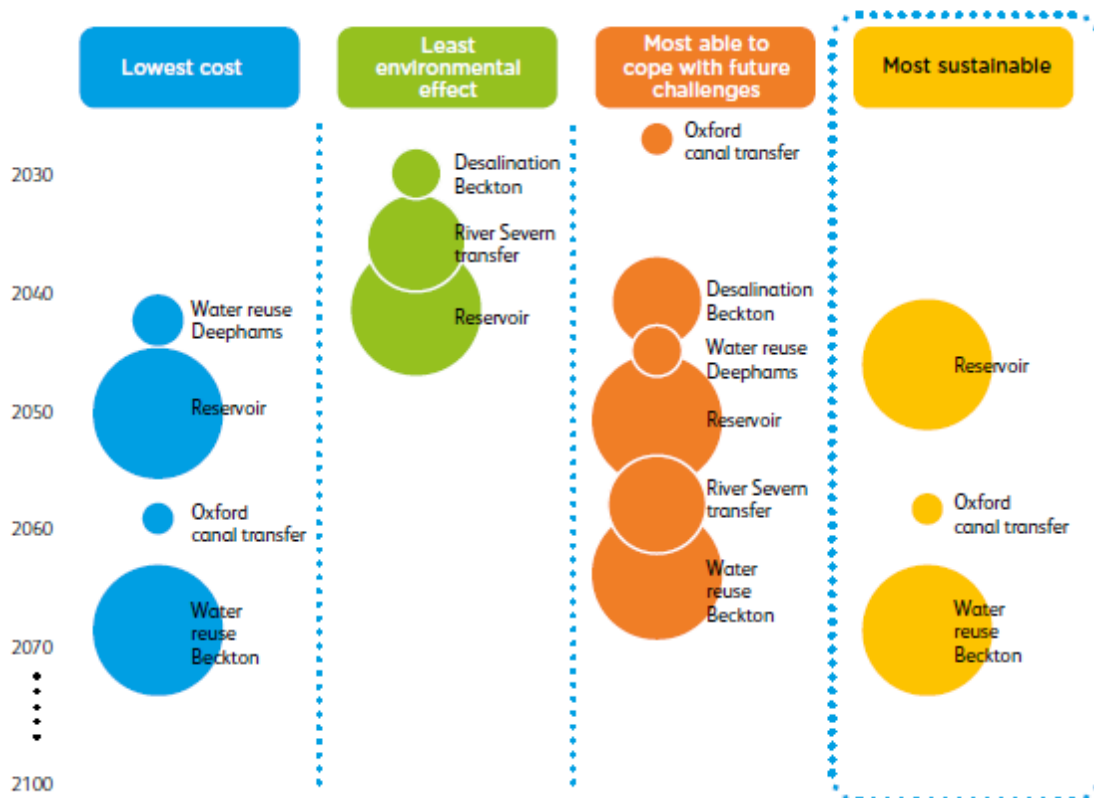
1. Thames Water (TW) commenced a consultation on their draft Water Resources Management Plan 2019 (WRMP19) in February. On 21 March a Thames Water Resources Forum was held which provided updated material to consider. The response deadline is 29 April 2018. The purpose of this report is to set out what it contains and a proposed County Council response to this consultation.
2. A WRMP is a strategic plan setting out how a water company plans to maintain the balance between supply and demand for water for at least 25 years. TW's WRMP19 is looking longer-term and planning for the next 80 years from 2020 to 2100 with population growth being the biggest driver of increased water demand during this period.
3. In August 2018, TW will publish a report setting out comments received and how these have been taken into account in revising the Plan, ahead of submitting it to Defra. Based on advice from the Environment Agency and taking account of consultation responses, the Secretary of State will decide whether to approve the plan, make changes to it or hold a public inquiry into certain aspects of the plan – an inquiry is not automatic. The WRMP will then be reviewed every 5 years.
4. The Plan looks at **demand management options** to make best use of existing water by:
 - Continuing to reduce the amount of water lost through leakage, committing to a 15% reduction by 2025 (100MI/d)
 - Installing 600,000 smart meters in customers' homes by 2025
 - Promoting more efficient water use through home visits and installation of water saving devices.
5. In the longer term, TW needs to put **new water resource supplies** in place and has assessed over 200 supply options against (among other criteria) cost, time needed to make water available, ability to cope with change and environmental effects. This has resulted in a preferred set of options which include:
 - A new large reservoir at Abingdon by 2048
 - Desalination (conversion of sea/salt water into fresh water)
 - Reuse of treated waste water from sewage treatment works
 - Buying water from other water companies

6. Thames Water identified alternative programmes combining different options and assessed them for cost, customer preferences, environmental impact, deliverability, resilience and how the costs are shared with customers now and in the future. They have focused down on four best programmes which are based on four different priorities:
 - Lowest cost
 - Least environmental effect
 - Most able to cope with future challenge
 - 'Most sustainable' in terms of sharing costs with future generations
7. All four programmes concentrate on making best use of available water in the period 2020-2035 combined with small abstraction schemes, buying water from other organisations and a new supply scheme by abstracting water from the River Thames above Teddington Weir in West London.
8. From 2035 onwards, the four programmes propose different combinations of new large water schemes – all include a new reservoir at Abingdon but with different timings and in different combinations with other schemes (see Fig 1).

Fig 1:



From 2035 onwards, all the alternative programmes include the development of new large water supply schemes. They all include a new reservoir, in combination with other supply schemes.



9. The consultation contains 6 questions which are directed primarily at TW customers. As such it proposed that the County Council provides overall comments on the proposed plan focussing on water trading, the need for a reservoir in Abingdon, TW's population forecasting and proposed demand management measures.

Key Issues

Water Trading

10. It is noted that in April 2017 Water Market Deregulation took place which no longer restricted businesses, charities and public sector customers to buying retail water services from their regional water company.
11. Through water trading, which is promoted and incentivised by Ofwat (the economic regulator of the water sector in England and Wales), it is recognised that water companies can import and export to each other and can include this within their forecasting. By introducing incentives, it would be expected that it would be in an individual water company's interest to have surplus to sell.
12. Thames Water is part of a wider alliance of water companies, Water Resources in the South East (WRSE). Along with the Environment Agency, Ofwat, the Consumer Council for Water, Natural England and Defra, the alliance comprises the following water companies: Thames Water, South East Water, Southern Water, Portsmouth Water, Sutton and East Surrey Water and Affinity Water.
13. Thames Water includes in their Plan an expectation to purchase 17 million litres of water per day (17MI/d) and to export approximately 120MI/d of water to Affinity and South East Water in total by 2065.

Proposed Reservoir – Abingdon

14. To enable Thames Water to maintain their supply resilience and support regional demands for raw water from Affinity Water and South East Water, from 2048 onwards a regional reservoir at Abingdon is planned. Oxfordshire County Council would like to understand more around the methodology used and calculations arrived at when considering the amount of water needed for Thames Water's catchment. The County also needs clarification on the quantities expected to be sold to other members of the alliance and the infrastructure required within the Thames Water Valley to ensure this water supply. Following on from this urgent, further discussion is essential on its location and the size of reservoir required. An initial meeting is planned with Thames Water colleagues to start this dialogue.
15. Our understanding is that evidence on appraisals of suitable reservoir locations within the Thames Water catchment area has taken place, with a number of sifting exercises undertaken resulting in the Abingdon location being taken forward as the preferred site. The results of this can be found in

the Thames Water Resource Options: Reservoir feasibility report - Executive Summary (September 2016).

16. However, there is a lack of clarity on whether potential sites have been assessed across the South East region. Following on from this, if the reservoir is a 'Regional Reservoir' then the County needs to understand the process that has been undertaken to assess other sites within the South East region for their suitability for such a reservoir.
17. The proposed reservoir would be a significant piece of strategic infrastructure of national importance with a long lead in time, a planning application for which would be determined by the National Infrastructure Commission. Whilst new water resources will be required to meet Oxfordshire's needs, the scale of the new reservoir is driven by London's growing demands and potentially other parts of the South East of England.
18. The reservoir would have substantial environmental, transport and landscape impacts in southern Oxfordshire, both during construction and when in operation. However, it could also provide an opportunity for a new leisure and/or green infrastructure resource if Thames Water's community benefits as part of their scheme. As such the County Council welcomes immediate and regular engagement with Thames Water on the potential reservoir, how, if the Plan is agreed, it is proposed to be developed and timescales for an application.

Population Forecasting

19. The Thames Water supply area contains 95 Local Authorities and Appendix E (Population and Property Projections) states that the forecasts have been produced using Local Plan housing evidence from each authority with a data capture in August 2017. It is noted that in the revised March 2018 population data that post-2045 population and housing figures have been revised down from those originally forecast.
20. It is accepted that housing numbers and Local Plans are emerging in some cases but there are significant concerns over these figures. Numbers for South Oxfordshire are lower than those contained in the emerging Local Plan and, in all Plans except for West Oxfordshire, Oxford's unmet housing need is omitted. It is also unclear whether TW forecasting takes into account any growth in Oxford City at all, as the housing number in appendix E contains a question mark.
21. The figures contained within this appendix underpin the entire plan and consequently there are significant concerns that not only has housing growth in Oxfordshire been miscalculated, identifying lower housing growth, but this may also be the case for other authorities within the Thames Valley.
22. Oxford is at the western end of the Oxford – Milton Keynes – Cambridge corridor which has been identified by the National Infrastructure Commission as an area of growth. Recognising this, all Oxfordshire County and District

Councils have recently signed a Growth Deal with Government which commits to jointly delivering 100,000 homes to 2031 including an accelerated programme of delivery over the next 5 years. This deal includes a commitment to produce a Joint Statutory Spatial Plan by 2021, which would identify strategic locations for housing and employment growth within the county to 2050.

23. In this context, it is recommended that Thames Water reassesses the expected housing growth within Oxfordshire, and potentially elsewhere, and re-examines whether the preferred programme contained within the Plan is adequate to accommodate growth within the region. Oxfordshire County Council would welcome further discussion with TW on this.

Demand Management - Leakages

24. Thames Water aims to reduce leakages to 15% by 2025 which equates to 100MI/d.
25. Oxfordshire County Council would expect TW to maximise their infrastructure and speed up their programme of leakage reduction early on in the plan period to delay the need for a reservoir as long as possible.

Financial and Staff Implications

26. There are no financial or staff implications with regards to the Thames Water Draft Water Resource Management Plan at this stage.

Equalities Implications

27. There are no equalities implications with regards to the Thames Water Draft Water Resource Management Plan at this stage.

RECOMMENDATION

28. The Cabinet is **RECOMMENDED** to endorse the key issues raised within this report as the response to this consultation, including the request for immediate and regular discussion with Thames Water on the proposed reservoir in terms of its catchment and location.

SUSAN HALLIWELL
Director for Planning & Place

Background papers: NONE

Contact Officers: Amanda Jacobs, Principal Transport Planner Tel: 07825 314772/
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April 2018

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Division(s):

CABINET– 17 APRIL 2018

TRANSITION FUND FOR COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

Report by Assistant Chief Executive

Introduction

1. The 2016/17 budget agreed by Council in February 2016 included the creation of a 'one off' £1m fund to provide pump priming grants to communities to enable them to create sustainable solutions for open access children's services.
2. The approach agreed has been flexible, recognising the different needs across the county. Through the current support provided to community groups, individual solutions were developed in different areas with differing funding requirements.
3. Following six successful grant application rounds, where 35 community groups have been awarded funding totalling £828,606, there is now a remaining balance of £171,394 in the budget.
4. Given that the original council decision provided £1m to try to mitigate any gaps left in open access provision as a result of the move to more targeted provision in the new Children & Family Centres, Cabinet agreed on 18 September 2017 to continue to use the underspend as a grant scheme for open access children's services delivering for the 0-5 age range.
5. It was agreed to broaden the existing criteria to allow for other groups to apply for grants for delivering open access services for the 0-5 age range in locations other than previous children's centres. This would also encourage applications from groups in locations where there was previously a children's centre which has been repurposed i.e. nursery provision.

Transition Fund Approach

6. A gap analysis of the current open access provision against what was previously delivered by the children's centres was undertaken. This has helped to identify shortfall by locality area and would be used as the basis for assessing applications which address this gap.
7. The grant criteria has remained broadly the same, removing the requirement for the provision to be in the same area as a previous children's centre and the addition of not funding previous recipients of the transition fund grant:

- Sustainable solution for open access children's services in the local community
 - Ability to self-fund in the long-term, as outlined in the business case
 - Clearly defined costs and timescales for implementation
 - Evidence of the need for the project
 - Community buy-in
 - Engagement, partnership working and collaboration
 - Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
 - To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.
8. Applicants must be able to demonstrate an identified need in their area as a result of the changes in early intervention services, and provide a sustainable business plan beyond the funding period.
 9. Previous recipients of transition fund grants would not be eligible to apply again.
 10. A cross party group of county councillors has been established to consider applications against the criteria. Councillors were nominated for this group by the party leaders. The group consists of Cllrs Gray, Fenton, Matelot, Brighthouse and Webber. The group is chaired by the portfolio holder for Local Communities, Cllr Gray.

Process

11. The seventh round of applications closed on the 16 March 2018. In this round 5 bids were submitted for consideration.
12. The applications were assessed by the cross party working group against each of the criteria outlined in the guidance notes at Annex 1 and listed above.
13. Applicants, along with their local county councillor will be notified by e-mail of the Cabinet decision.
14. Successful applicants will be expected to comply fully with the monitoring requests from the council and signing of the funding agreement will be viewed as acceptance of these requests.
15. Applicants will only have the first year of funding transferred initially with subsequent years funding subject to monitoring compliance.
16. Any unspent grant funding will be recovered by the county council.

Assessment of Applications

17. Having carefully assessed all the bids received against the established eligibility criteria, the cross party working group are recommending the following five bids for funding:

- Benson Little Acorns
- Didcot APUK
- East Oxford Primary School
- St Edburgs Church with Kingsmere
- The Comfort Trust

18. A summary of all the bids received under the seventh round of applications for the Transition Fund is included below:

19. **Applicant:** Benson Little Acorns

Amount: £22,000 over 2 years

Proportion of proposed budget: 55%

Overview: Benson Little Acorns propose to create a Children's centre in the local community, to cater for parents and children ages 0-5. They already have a successful community lead toddler group, run by local parents and volunteers that has been running now for over a year. They would like to expand what they are doing in the toddler group and provide a wider variety of inclusive activities and support for children and families in the local area. They would like to see a fully staffed children's centre running 4-5 days a week. We aim to provide at least 3 stay and play sessions each week, as well as a baby group and a music group, these sessions would run throughout the year. We aim to support parents through these activities and by providing information and advice to assist them through the various challenges of family life.

Panel feedback:

The panel noted that this is an area of need and with the increasing housing this will have increased footfall.

The panel noted that this project provides good value for money.

As Benson are working towards a Neighbourhood Plan this would also raise Community Infrastructure Levy.

Recommendation: The panel recommend that Cabinet approves this bid for funding.

20. **Applicant:** Didcot APUK

Amount: £6,096.96 over 2 years

Proportion of proposed budget: 90%

Overview: Didcot APUK wish to fund another two years in the life of Didcot Baby Monday (DBM) – an established parent & baby group meeting now weekly since 2016 (monthly since May 2015). The group has evolved and grown since then, with their core activity being to offer support in the form of a safe open space for parents to come along with their new baby (we cater best for under walkers; 0-1 years) and have a weekly paid professional lactation consultant who can help mothers especially with any feeding advice – breastfeeding or bottle feeding, as well as weaning advice. They also offer a Sling Library and a crafts session and are starting affiliation with the PANDAS Foundation to better offer support for perinatal mental health in parents.

Panel feedback:

The panel agreed that Didcot is an area of growing need.

The panel questioned the sustainability of the project as funding recurring costs doesn't suggest sustainability.

The panel agreed that costs for feeding support should not be funded as this is duplicate of health funding.

The panel wanted to be assured in the second year that sustainability has been addressed.

Recommendation: The panel recommend that Cabinet approves this bid for funding.

21. **Applicant:** East Oxford Primary School

Amount: £42,454 over 2 years

Proportion of proposed budget: 58%

Overview: Outreach and Open Access Services in the East Oxford Area with activities that include:

- Stay, play and learn session with music, speech and language focus for Under 5's.
- Bumps to Babes session to run alongside well-used Baby Café including play, songs and rhymes for babies and toddlers.
- Information and advice.
- CAB weekly clinics for families on housing and welfare.
- Outreach support to vulnerable families.
- Important links with local daycare and EOPS Nursery provision
- Groups for childminders, parents, grandparents and carers.

Panel feedback:

The panel noted that there was a need in this area.

The panel noted that the figure for rent was for space within the school and as the governance sits with the school were not comfortable with this.

The panel were keen to fund sessions in this area given the level of deprivation.

Given this is the last round for applications and in keeping with other areas the panel would be prepared to offer £10k per annum over two years.

Recommendation: The panel recommend that Cabinet do not award the group the full requested amount and agreed that they should recommend funding the project in line with other previously funded organisations offering the same level of provision.

This means the total funding across the two years would be £20,000, structured as follows: Year 1 - £10,000 and Year 2 - £10,000.

22. **Applicant:** St Edburghs Church with Kingsmere

Amount: £12,994 over 2 years

Proportion of proposed budget: 58%

Overview: Family support work in Bicester with a specific focus on the new Kingsmere Estate to include parenting programme, play and stay and 1:1 support including:

HENRY (Health Exercise and Nutrition for the Really Young) Healthy start, brighter future, parenting programme. An evidence –based holistic Healthy Families Group Programme for parents covering whole-family nutrition, parenting, physical activity, emotional wellbeing, oral health and a healthy pregnancy over the course of 8 weeks. To run 3 times within the next 2 years.

Play and Stay session in new Kingsmere Community centre to open in July 2018.

Support for families in the community - Some parents need a little extra support outside of a group, this service would offer specific 1:1 family support and signposting.

Panel feedback:

The panel noted that this application included a limited number of stay and play sessions which was the key criteria for this fund.

Future sustainability wasn't sufficiently outlined with no mention of charging, voluntary donations.

The panel did not consider that costs were clearly defined as some costs were outside of the criteria.

The panel were keen to offer some of the venue costs as its appreciated that a venue is required and £2,000 per annum was considered realistic.

The panel were keen to support the stay and play sessions at a cost of £3,600 per annum.

Recommendation: The panel recommend that Cabinet do not award the group the full requested amount and agreed that they should recommend funding the 'Play and Stay' elements of this bid along with a reduced amount for venue costs.

This means the total funding across the two years would be £11,200, structured as follows: Year 1 - £5,600, Year 2 - £5,600.

23. **Applicant:** The Comfort Trust
Amount: £2,729 over 1 year
Proportion of proposed budget: 21%

Overview: The Comfort Trust runs four East Oxford baby and toddler groups, The Sunflowers Group: Sunflowers, Daisies, First Saturday and Buttercups Music. Three of these are Stay & Play sessions and one is a music session. Two of the Stay & Plays and the music session run weekly in term-time and the other runs monthly on a Saturday. The groups have been running as a whole for 13 years and the focus of this funding application is to bring equipment and storage up to date. The groups are used by 60-80 families a week.

Panel feedback:

The panel noted that this application provided value for money.

The panel noted this was in area of need.

The panel noted the community buy-in given the number of families attending weekly.

Recommendation: The panel recommend that Cabinet approves this bid for funding.

Changes and Variations to Previously Awarded Bids

24. In addition to the five new bids that have been received the cross party working groups were asked to consider changes and variations to existing projects. The cross party working group reassessed these against the criteria. The cross party working group are recommending changes to the following bids:

- Abingdon Carousel
- Sunnymede Minnows (Cutteslowe Community Association)
- Faringdon The Place

25. A summary of all the bids requiring changes or variations to existing projects/awards is included below:

26. **Applicant:** Abingdon Carousel
Amount: £30,000 plus £5,500 capital over 3 years

Variation/ Change Requested: Abingdon Carousel have been delayed in securing a lease on the former South Abingdon Children's Centre due to on-going negotiations with Caldecott School who will be sharing the site to offer additional nursery provision. Abingdon Carousel are therefore asking that the £30k is re-profiled over the remaining two years of the transition fund.

Panel feedback:

The panel assessed the reprofiled budget against the original budget and noted the following:

The panel noted that the delay in this project was through no fault of their own.

The panel noted that whilst the request for funding was rolled from 3 to 2 years, this was not including any additional provision for the increased funding and the increased funding was offsetting a decrease in income generation in the rest of the bid.

Recommendation: The panel recommend to Cabinet that the group should proceed on Year 1 & 2 budget as per the original plan.

This means the total funding across the two years would be £23,500, plus £5,500 structured as follows: Year 1 - £19,500, Year 2 - £9,500.

27. **Applicant:** Sunnymead Minnows (Cutteslowe Community Association)
Amount: £30,000 over 3 years

Variation/ Change Requested: Cutteslowe Community Association have only been operational for 6 months of the full year grant was awarded and are requesting that the remaining balance of £5,985.63 is carried forward to year 2. The carry forward would then support an additional session due to increased demand.

Panel feedback:

The panel assessed the request against the original budget and noted the following:

The panel noted that an additional session has been planned, which was not in the original application.

The panel noted a significant proportion of the year one project had been delivered and the remaining balance was a small proportion of this.

The panel noted that £5,985.63 was not value for money for one additional session.

Recommendation: The panel recommend to Cabinet that the group should increase the provision in Year 2 and be able to use £2,985.63 of the carry forward request for this.

This means the total funding across the remaining years will be £27,000, structured as follows: Year 2 - £10,000 minus £3,000, Year 3 - £6,000.

28. **Applicant:** Faringdon The Place
Amount: £30,000 over 3 years

Variation/ Change Requested: The death of a Faringdon child who used the previous Children's Centre has meant that Faringdon Town Council and the steering board decided the need in Faringdon required professionals to manage the service. This has had an impact on the timescales for delivery of the project within the three year of transition funding. Faringdon have requested that whilst the proposal is to not move the money that the activity is re-profiled into the fourth year.

Panel feedback:

The panel were concerned that there had been limited voluntary delivery to date and no delivery of the grant funded activities.

The panel were concerned that all the risk had been transferred to OCC as if the project fails in subsequent years the funding will have been spent already.

The panel noted the opportunity to change the funding agreement to 2021 in that the county council will pay in years 1, 2 and 3, with delivery taking place in years 2, 3 and 4. This would secure the county council's risk across the four years and provide some assurances of continued delivery beyond the funding period.

Recommendation: The panel recommend to Cabinet that the option to extend the funding agreement to 2021 be agreed.

Outstanding Changes and Variations to Projects

29. The cross party working group have met for the final time to consider the seventh and final round of applications. The cross party working group at this meeting also considered changes and variations to projects with recommendations to Cabinet. Going forward there will need to be a mechanism to agree any changes and variations to both financial and delivery of projects arising from the monitoring returns that the groups are required to complete.
30. Most changes to projects arise from either timing of delivery or re-profiling of finances. Where there is significant financial change impacting on the overall transition fund budget it is expected to bring these back to cabinet for decision.

31. Where there are minor changes to timing of delivery of projects and/or financial scheduling, we are seeking delegated authority through Cabinet Member Local Communities Delegated Decisions.

Financial and Staff Implications

32. The financial implications are set out in the main body of the report.
33. Further information in relation to the groups applying for funding is included below:

Organisation	Year 1	Year 2	Year 3	Funding requested	Funding Awarded
Benson Little Acorns	£-	£11,000	£11,000	£22,000	£22,000
Didcot APUK	£-	£3,028	£3,028	£6,057	£6,057
East Oxford Primary School	£-	£22,122	£20,332	£42,454	£20,000
St Edburgs with Kingsmere Church	£-	£6,497	£6,497	£12,994	£11,200
The Comfort Trust	£-	£2,729	£-	£2,729	£2,729
TOTAL				£86,234	£61,986

34. Further information in relation to the groups applying for changes and variations to funding is included below:

Organisation	Year 1	Year 2	Year 3	Funding
Abingdon Carousel	£14,000	£9,500	-£6,500	-£6,500
Cuttleslowe Community Association	£14,000	£7,000	£6,000	-£3,000
Faringdon Town Council	£12,500	£10,000	£7,500	£-
TOTAL				-£9,500

35. A breakdown of the current expenditure to date along with the recommendations made in this report is provided below:

TOTAL FUNDING AVAILABLE	£1,000,000
FUNDING APPROVED IN 1ST ROUND OF APPLICATIONS	£162,984
FUNDING APPROVED IN 2ND ROUND OF APPLICATIONS	£305,883
FUNDING APPROVED IN 3RD ROUND OF APPLICATIONS	£258,458**
FUNDING APPROVED FOR ST MARYS	£10,000
FUNDING APPROVED FOR FLORENCE PARK	£30,000
FUNDING APPROVED IN 4TH ROUND OF APPLICATIONS	£33,091
FUNDING APPROVED IN 5TH ROUND OF APPLICATIONS	£15,089
FUNDING APPROVED IN 6TH ROUND OF APPLICATIONS	£13,100
REMAINING FUNDING	£171,394
FUNDING RECOMMENDED UNDER 7TH ROUND OF APPLICATIONS	£61,986
FUNDING CHANGES RECOMMENDED UNDER VARIATIONS	-£9,500

** Includes conditional funding allocations

36. The panel when making its recommendations have ensured due diligence in assessing the applications and ensuring value for money is achieved. This has resulted in a proportion of the funds remaining unspent as outlined in the body of the report.

Equalities Implications

37. The Public Sector Equality Duty, under section 149 of the Equality Act 2010, places a responsibility on local authorities to exercise 'due regard to the need to eliminate unlawful discrimination advance equality of opportunity and foster good relations.'

38. There are no equality and inclusion implications arising directly from this report, the protected characteristics have been considered when assessing all proposals.

RECOMMENDATION

39. ***The Cabinet is RECOMMENDED to:***
- (a) Approve for funding the following bids:***
 - a. Benson Little Acorns***
 - b. Didcot APUK***
 - c. East Oxford Primary School (reduced award)***
 - d. St Edburgs Church with Kingsmere (reduced award)***
 - e. The Comfort Trust;***

 - (b) approve changes/variations to the following previously awarded projects:***
 - a. Abingdon Carousel***
 - b. Cutteslowe Community Association***
 - c. Faringdon Town Council ; and***

 - (c) Approve delegated authority to Cabinet Member for Local Communities delegated decisions for minor changes and variations to projects.***

MAGGIE SCOTT
Assistant Chief Executive

Background papers: Transition Fund Guidance Notes & Transition Fund Application Form.

Contact Officer: Sarah Jelley, sarah.jelley@oxfordshire.gov.uk, 07554 103437
April 2018

ANNEX 1

REVISED GUIDANCE NOTES

TRANSITION FUND COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

September 2017

Background

In February 2016 the council agreed to set aside £1m for creating a transition fund to provide pump-priming grants for establishing universal provision of children's services in communities across Oxfordshire.

Further details about the council's decision are available at:

<https://www.oxfordshire.gov.uk/cms/news/2016/feb/joint-statement-budget-political-leaders-oxfordshire-county-council>

This approach supports the council's commitment to a new way of delivering open access services across communities. Under Oxfordshire Together we have been working with town and parish councils, voluntary sector organisations and local community groups to encourage the continuation of open access sessions such as stay and play and youth group sessions where the council can no longer provide funding for these services. Further information about this work is available at: <https://www.oxfordshire.gov.uk/cms/public-site/childrens-services>.

Having funded majority of the previously owned OCC Children's Centres, Cabinet on the 18th September have agreed that the underspend can now be used to extend the grant scheme to organisations delivering open access services for the 0-5 age range. Read the full details of the decision here:

<http://mycouncil.oxfordshire.gov.uk/ieListDocuments.aspx?CId=115&MId=5023&Ver=4>

Our approach

The purpose of this £1m transition fund is to provide pump priming grants for sustainable community solutions for open access children's services. In awarding the grants, our approach will be flexible, recognising the different needs across the county. We will work with community groups on an individual basis to develop individual solutions, so if you would like to apply for a grant you are advised to contact us at an early stage. To get in touch with us, please email us at: localities@oxfordshire.gov.uk.

Any proposals for funding will need to demonstrate sustainability and the ability to self-fund in the long term. This will be a key criterion for assessing all applications. In addition match funding is strongly encouraged, and we will be asking all applicants to put together a robust business case showing how the project will self-fund in the long-term.

There will be four rounds of applications with deadlines in October 2017, December 2017, February 2018 and March 2018, so if your bid is not successful in the first round, we will be happy to work with you to help develop a strong business case and re-apply for funding. Further rounds of applications will be considered, if there are remaining funds, post-March 2018.

What do we fund? (eligibility criteria)

Funding is available for sustainable community solutions for open access children's services. As the county council is withdrawing funding for some non-statutory children's services, we want to see communities come forward with their proposals for open access services for children and their families, reflecting local need and priorities.

It is entirely up to each community to decide what the new arrangements might look like. In order to be eligible for transition funding, projects must meet a number of key eligibility criteria, and we require all applicants to submit a fully developed business case that demonstrates how the criteria will be met.

If you need help developing the business case, you can contact OCVA, who will be able to offer guidance, or you can consult the government's advice on writing a business plan at: www.gov.uk/write-business-plan.

To make sure you have included all the relevant information in your business case we have put together a suggested checklist:

- Description of the project/ activity
- Needs analysis
- Desired outcomes & beneficiaries
- Costs
- Sources of funding & long-term sustainability
- Performance Measures (how results will be monitored)
- Governance

Grant criteria

- Sustainable solution for open access children's services in the local community
- Ability to self-fund in the long-term, as outlined in the business case
- Clearly defined costs and timescales for implementation
- Evidence of the need for the project
- Community buy-in
- Engagement, partnership working and collaboration
- Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
- To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.

We want to see projects which are rooted in their communities and which have grown out of a specific local need. All applicants must work closely with their local community to ensure their project is properly connected locally, responds to a recognised need and does not duplicate other provision. We would also ask to see evidence of a strong buy-in from the local community, and any successful initiative would need to be accessible, inclusive and open to all.

Funding will only be awarded on a one-off basis and must be spent within a maximum of 2 years or 31 March 2020 whichever is sooner (*depending on your business plan, it could be by end of financial year; set number of years or as per the milestones identified in the business case*).

Funding can be awarded for salaries and overheads if these were part of the sustainable business plan. It is important to emphasise though that the grant will be a one-off payment so organisations need to take this into account when building their business case.

Who can apply:

In order to be deemed eligible for funding, applying organisations must have a committee and/or a constitution or appropriate rules setting out aims and objectives and how the group will operate, and a bank account¹.

- Not-for-profit community groups
- Town and parish councils
- Schools
- Social enterprises
- Charity organisations
- Community associations
- Companies limited by guarantee
- Parent teacher associations
- Cooperatives
- Friendly societies
- Youth Clubs

What don't we fund?

Organisations:

- Previous recipients of transition fund grants would not be eligible to apply again.
- Groups that have previously received Transition Funding
- Individuals or sole traders
- Profit-making organisations
- Organisations not established in the UK
- Organisations that give funds to other charities, individuals or other organisations

Projects:

- Projects that duplicate an already existing service
- Activities which a statutory body is responsible for
- Activities with a religious or political purpose

¹ Please note we will not make any payments into individuals' bank accounts, so it is very important that your group has a bank account.

- Activities that contradict or act against any of the Council's agreed policies such as [Equalities](#) and [Safer Recruitment](#), or fail to comply with all the other relevant statutory requirements, such as health and safety legislation

Please note that this is not an exhaustive list and if you are not sure whether you are eligible for funding you should get in touch with us at: localities@oxfordshire.gov.uk.

How to apply

Application process:

- 1) Application form & business case
- 2) Review of bid by transition fund cross party group with recommendations to Cabinet
- 3) Assessment of bid by Cabinet
- 4) Decision
- 5) Notification to bidders

Deadlines

There are four applications round, with deadline dates of:

- 1) TBC October 2017
- 2) TBC December 2017
- 3) TBC February 2018
- 4) TBC March 2018

We encourage applicants to contact us early with their expressions of interest or any questions they might have, to avoid any delays in the council assessing the bids and making a decision. There is a limited amount left in this budget and early applications are encouraged to avoid disappointment.

How will applications be assessed?

We will assess your application against the key criteria set out above and we may also seek feedback from community stakeholders and the local county councillors.

A cross party panel will review all applications and then make recommendations to Cabinet. The final decisions will be made by Cabinet meeting in public on 28 November 2017 (first round), 23 January 2018 (second round), 20 March 2018 (third round), 17 April 2018 (fourth round). The Cabinet will judge each application on its own merits, giving due regard to local circumstances and need.

Cabinet decisions can be called-in by the Performance Scrutiny Committee, which can decide to approve the decision, ask Cabinet to reconsider, refer it to full council for further debate, or require further information of further work to be done.

Awarding the grant

Applicants, along with their local county councillor, will be notified by email of the Cabinet's decision within a week of the decision being made.

Successful applicants will be asked to sign a legal agreement with the council (for any grants over £5,000). Once the legal agreement is signed, we will then transfer the funding into the organisation's bank account.

For larger grants/ where appropriate, funding might be phased depending on the outcomes achieved following the first stage of delivery.

Unsuccessful applicants will be offered feedback on their proposal and, where possible, we will work with organisations to help them identify alternative funding opportunities.

Monitoring

Successful applicants are expected to comply fully with any monitoring requests from the Council and must agree to this when signing the funding request form.

All successful applicants need to be prepared for a review of their project.

This may include:

- Receipts recording how the money was spent
- Reports on the activity funded
- Feedback from individuals impacted
- Any other record of the activity funded (e.g. promotional flyers and posters)

Successful applicants will be strongly encouraged to keep us informed about the progress of their projects. Any setbacks to the implementation of the projects should be reported to the Transition Fund Team. Delivery of the projects will be monitored as per milestones identified in the business case/ project proposal.

Any unspent grant funding will be recovered by the county council.

Other sources of support and funding available

- Oxfordshire Community and Voluntary Action (OCVA)
- Oxfordshire Community Foundation
- Community First Oxfordshire

Contact us

Sarah Jelley
Policy Team
Oxfordshire County Council
County Hall
New Road,
Oxford OX1 1ND

Email: localities@oxfordshire.gov.uk

Telephone: 07554 103437

GRANT APPLICATION FORM

TRANSITION FUND COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

The Scheme and Guidance

In February 2016 the council agreed to set aside £1m for creating a transition fund to provide pump-priming grants for establishing universal provision of children's services in communities across Oxfordshire.

In awarding the grants, our approach will be flexible, recognising the different needs across the county. We will work with community groups on an individual basis to develop individual solutions, so if you would like to apply for a grant you are advised to contact us at an early stage. To get in touch with us, please email us at: localities@oxfordshire.gov.uk.

Any proposals for funding will need to demonstrate sustainability and the ability to self-fund in the long term. This will be a key criterion for assessing all applications. In addition match funding is strongly encouraged, and we will be asking all applicants to put together a robust business case showing how the activity will self-fund in the long-term.

Please read carefully the **guidance notes** available on the Council's website to check whether your organisation or the activity you wish to fund is eligible for funding under the scheme's criteria.

The Application Process

- 6) Application form & business case
- 7) Review of bid by transition fund group with recommendations to Cabinet
- 8) Assessment of bid by Cabinet
- 9) Decision
- 10) Notification to bidders

Deadlines

There are four applications round, with deadline dates of:

- 5) 25 October 2017
- 6) 7 December 2017
- 7) 14 February 2018
- 8) 16 March 2018

Contacting Us

Sarah Jelley, Policy Team
Oxfordshire County Council
County Hall,
New Road,
Oxford OX1 1ND
Email: localities@oxfordshire.gov.uk

Telephone: 07554 103437

TO BE FILLED IN BY APPLICANT

Name of your organisation:

Type of organisation:

Organisation Address:

If a registered Charity, please specify number

Contact Name

Telephone

Email

Payment Details

Please provide your organisation's payment details (note: payments will not be made to an individual's bank account).

Account Name	
Bank or Building Society Name	
Account number	
Sort code	

ACTIVITY OVERVIEW

1. Name

--

2. Summary

Please describe the activity you wish to fund.

--

3. Activity Dates

Please state when you would spend the funding. Please include start and end date for the activity and major milestones, if any.

--

PLEASE NOTE: ALL FUNDING MUST BE SPENT WITHIN A MAXIMUM OF 2 YEARS *(depending on your business plan, it could be by end of financial year; set number of years or as per the milestones identified in the business case).*

4. Analysis of Needs

Please explain how the activity will address a recognised need in your community.

--

5. Success Measures

How will you monitor progress towards the achievement of your outcomes?

6. Sustainability

How will you ensure the sustainability of the activity? How will the activity be funded in the long term?

7. Costs

Description	Cost	Grant Request
<i>Please provide us with a breakdown of costs of your proposed activity. E.g. Volunteer Training, Transport, Information & Promotion, Equipment & Materials, Refurbishment etc.</i>		

TOTAL		

8. Other funding received

Please include details of any other grant funding you have received, including any awarded by Oxfordshire County Council or any funding that has been committed to the activity in principle.

Applicant Agreement

The organisation undertakes that:

- The information provided on this form is true and accurate.
- Any funds awarded will be spent in accordance with the details provided above.
- For all bids £5,000 and over, or if requested, it will provide details of how funding has been spent and cooperate fully with any other monitoring process undertaken by the Council to ensure the proper use of funds.
- It will advise the Council of any potential difficulties in complying with this agreement as soon as possible so that mutually acceptable solutions can be found.
- Funding awarded will not be spent on activity that does not comply the abovementioned policies of the Council.
- Details of the activity will be listed on the Council's website and may be communicated to a wider audience (e.g. via the local press).
- The funds awarded will be reimbursed to the Council if the organisation is in breach of these terms.
- The activity will be carried out in compliance with all relevant laws.

We hereby agree to these terms:

Name:

Signed:

Date:

On behalf of (organisation):

Please ensure that you have signed the application form before submission to the Policy Team. Please note that while we can accept scanned signatures, **we cannot accept typed signatures.**

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Division(s): N/A

CABINET – 17 APRIL 2018

COUNCILLOR PRIORITY FUND 2018: PROPOSED APPROACH

Report by Assistant Chief Executive

Introduction

1. In February 2018, Council agreed to set aside £945,000 in 2018/19 and 2019/20 for a Councillor Priority Fund.
2. This is part of our commitment to supporting local communities across Oxfordshire, building on last year's Communities Fund and the successes and lessons learnt of administering that fund.

Approach

3. Each Councillor will be awarded a Councillor Priority Fund Budget of £15k per annum for 2018/19 and 2019/20.
4. Councillors wish to use their budgets with maximum flexibility. To ensure spending falls within the Council's governance criteria (both financial and constitutional) the following single, very broad, criteria is suggested:

'Councillor Priority Fund must be spent on projects or services which meet a recognised community need and pump prime, rather than fund an on-going commitment, for that activity.'

5. In previous years, councillors could fund highways maintenance schemes through the Area Stewards Fund. Councillors could choose to use some or all of the new Councillor Priority Fund for highways improvements (in agreement with and via the Group Manager Area Operations).
6. Councillors can choose how they spend their funds across internal service provision and external grant applications. Councillors are encouraged to share their priorities with external organisations to prevent disappointment if using all their budget on internal services.
7. Councillors are encouraged to pool resources at the Locality level to address priorities in a sustainable way.
8. Organisations can submit bids for decision throughout the year on a rolling basis until 31 January 2020.

Governance

9. Councillors will recommend the projects to fund, and officers will enact their decision under officers' delegated powers. In the unlikely event that any concerns or problems are identified, the matter will be escalated to the relevant Cabinet member for decision.
10. Officers will ensure that each organisation and project fits the published criteria, the types of organisations that can apply and the types of organisations and projects that are not eligible to apply for funding as set out in Annex 1.
11. Funding can be awarded across both financial years with commitments into 2019/20, however payment will be made for each separate financial year subject to satisfactory monitoring of the first year.

Process

12. To ensure flexibility and minimise paperwork there will be two processes:
 - (a) Organisations wanting to apply for grant funding
 - (b) Councillors allocating funds to enhance internal service provision i.e. highways.
13. The process for organisations wanting to apply for grant funding is set out in the attached guidance at Annex 1 and application form at Annex 2.
14. The process for councillors to allocate funds to internal service provision is set out at Annex 3.
15. Unlike the previous Communities Fund allocation, the new Councillor Priority Fund will be managed through a single point of contact in the Policy Team. Applications will be accepted at any point throughout the year up to the last submission date of 31 January 2020.
16. Applicants, along with their local county councillor, will be notified by e-mail of the decision within 14 working days.
17. Applicants awarded grants £5,000 and over will be expected to sign a funding agreement.
18. Successful applicants will be expected to comply fully with any monitoring requests from the council and signing of the application form at Annex 2 and/or funding agreement will be viewed as acceptance of these requests.
19. Any unspent grant funding at the end of the stated project period will be recovered by the county council in line with the monitoring requirements.

Communications

20. Officers will make the guidance, application and contact details available on the internet along with details of how to contact their local councillor.
21. Councillors will be encouraged to manage their own communications regarding their preference for allocations of the funds i.e. internally or community grant applications.
22. Councillors will be provided with updates on their spending on request.
23. An end of year report will be made available to all councillors.

Key Dates

24. The fund is proposed to launch following Cabinet decision on the 17 April 2018.
25. The final deadline for applications will be 31 January 2020.

Financial and Staff Implications

26. The £945,000 per annum Councillor Priority Fund is for 2018/19 and 2019/20 and must be spent by the end of the financial year 2019/20.
27. Any unspent funds at the end of 2018/19 will be rolled forward into 2019/20. Councillors can choose to allocate both years funding in the second year, thereby having £30k to spend on a larger project.
28. The £945,000 will be accounted for separately and reported via the Financial Monitoring and Business Strategy delivery report and an end of year report.
29. The grant scheme will be managed by Sarah Jelley in accordance with the financial regulations.
30. In line with the General Data Protection Regulation (GDPR) requirements grant awards will be published annually.

Equalities Implications

31. Councillors will need to be mindful of equalities in determining how the funding should be allocated.

RECOMMENDATION

32. **The Cabinet is RECOMMENDED to:**
- (a) Approve the governance arrangements under officers' delegated powers.
 - (b) Approve the Councillor Priority Fund Guidance Notes
 - (c) Approve the Councillor Priority Fund Funding Request Form
 - (d) Approve the process for Allocation of Funding to Internal Services.

MAGGIE SCOTT
Assistant Chief Executive

Background papers: N/A

Contact Officer: Sarah Jelley, Senior Policy Officer, 07554 103437

April 2018

2018/19 Councillor Priority Fund Guidance Notes

April 2018

Background

In February 2018, Council agreed to set aside £945,000 in 2018/19 and 2019/20 for a Councillor Priority Fund.

Further details about the council's decision are available [here](#).

This is part of our commitment to supporting local communities across Oxfordshire, building on last year's Communities Fund and the successes and lessons learnt of administering that fund.

Our Approach

The purpose of this Councillor Priority Fund is to support councillor priorities in their areas. It is for each councillor to decide how their allocation should be spent; with each area of Oxfordshire being different it's important that county councillors have the flexibility to allocate the money in the best way.

You should discuss your proposal at an early stage with your county councillor and seek their support for your proposal.

You can use the postcode search on www.writetothem.com to find your local councillor. Further information about contacting your local councillor is available on the Council's [website](#).

If your project impacts a wider area, you can put through a joint bid supported by multiple councillors.

Please read carefully the guidance notes below to make sure your organisation and project meet the grant scheme's eligibility criteria.

What do we fund?

Organisations:

To be deemed eligible for funding, applying organisations must have a committee and a constitution or appropriate rules setting out aims and objectives and how the group will operate.

- Registered charities
- Companies limited by guarantee

- Community associations
- Parent Teacher associations
- Cooperatives
- Friendly societies
- Youth clubs
- Schools
- Town and parish councils

Projects:

- All projects must address recognised needs of local communities of Oxfordshire.
- All projects must have the support of at least one county councillor.
- We will only fund specific projects with clearly defined costs and timescales.
- Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
- Types of activities we fund include: village hall refurbishment, purchasing of equipment, community activities open to all, play equipment for playgrounds.

What don't we fund?

Organisations:

- Individuals or sole traders
- Profit-making organisations
- Organisations not established in the UK
- Organisations that give funds to other charities, individuals or other organisations

Projects:

- Projects that duplicate an already existing service
- Activities which a statutory body is responsible for
- Activities with a religious or political purpose
- Holidays, trips or overseas travel
- Activities that contradict or act against any of the Council's agreed policies such as [Equalities](#) and [Safer Recruitment](#), or fail to comply with all the other relevant statutory requirements, such as health and safety legislation

How to apply

Application process:

- 1) Discuss your proposal with your local county councillor
- 2) Submit your application to your local county councillor or online.
- 3) Your local councillor will sign the application and send to councillorpriorityfund@oxfordshire.gov.uk or approve via online submission.
- 4) Applications will be assessed against the schemes requirements
- 5) Applicants will be notified of the decision along with their local councillor

6) Monitoring of projects

Getting Started**Discuss your project proposal with your local county councillor.**

You should discuss your project proposal with your county councillor and seek their support for your proposal.

You can use the postcode search on www.writetothem.com to find your local councillor. Further information about contacting your local councillor is available on the Council's [website](#).

If your project impacts a wider area, you can put through a joint bid supported by multiple councillors.

Completing your application

The Councillor Priority Fund form can be downloaded from our website: www.oxfordshire.gov.uk/councillorpriorityfund or submitted online. If you require a printed copy of the form, please contact us by phone at: 07795 301254 or by email: councillorpriorityfund@oxfordshire.gov.uk.

Please ensure you complete all the fields of the application form. You may also attach additional documents in support of your project.

The completed application form should be passed to your local county councillor for approval or if submitting online approval will be sought on your behalf.

We may ask you to physically sign application forms for amounts below £5,000 if awarded a grant as we cannot accept typed signatures.

Submit your application

If your local councillor(s) decides to support your application, they will sign the last page of the application form and send it to Diane Cameron, Policy Team at the Council.

The deadline for submission of applications is 31 January 2020. Funding is awarded on a rolling basis, so early applications are strongly encouraged.

Next Steps

We will assess your application within 28 days to make sure your project proposal meets the scheme's requirements and contact you if we require further information about the proposal.

Incomplete applications lead to delays in processing the funding request, so please make sure to include all requested information in your application form.

Awarding Grant

If your funding request is successful, we will notify you by email. Unsuccessful applicants will be offered feedback on their proposal and, where possible, we will work with organisations to help them identify alternative funding opportunities.

If your funding request is for £5,000 or more we will need to have a funding agreement in place before any payment can be awarded.

If your funding request is under £5,000 we will need to have a signed funding application and you will be contacted for this.

Monitoring

Successful applicants are expected to comply fully with any monitoring requests from the Council and must agree to this when signing the funding request form.

All successful applicants need to be prepared for a review of their project.

This may include:

- Receipts recording how the money was spent
- Reports on the activity funded
- Feedback from individuals impacted
- Any other record of the activity funded (e.g. promotional flyers and posters)

Successful applicants will be strongly encouraged to keep us informed about the progress of their projects. Any setbacks to the implementation of the projects should be reported to the Policy Team. Delivery of the projects will be monitored as per milestones identified in the business case/ project proposal.

Any unspent grant funding will be recovered by the county council.

Contact us

Diane Cameron
Policy Team
Oxfordshire County Council
County Hall
New Road,
Oxford OX1 1ND

Email: councillorpriorityfund@oxfordshire.gov.uk

CA9

Telephone: 07795 301254L

Last Updated: 1 April 2018

**COUNCILLOR PRIORITY FUND 2018/19 AND 2019/20
Funding Request Form**

The Scheme and Guidance

All county councillors in Oxfordshire have a £15,000 priority fund for 2018/2019 and 2019/2020 to support the projects that matter most to their local communities.

The scheme reflects Oxfordshire County Council's (the "Council's") commitment to Thriving Communities and the principle that councillors are best placed to recognise and meet the needs of their local communities.

Prospective applicants should contact their local councillor to check the feasibility of their proposal before submitting an application. Use the postcode search on www.writetothem.com to find your local councillor.

Please read carefully the **guidance notes** available on the Council's website to check whether your organisation or the activity you wish to fund is eligible for funding under the scheme's criteria.

The Application Process

Submission to local councillor(s)

Eligible organisations can apply for funding by completing this form and passing it to their local councillor(s) or submitting online. The local councillor(s) will decide whether to support the application. If they do support the application, they will sign the final page of the form or provide e-mail confirmation to Diane Cameron, Policy Team at the Council. If the councillor(s) decides not to support the application, they will contact the applicant to explain.

Once an application is submitted to the Policy Team, we will review your project proposal and contact you if we require any further information about your project. Applicants can expect to be contacted about their application within 28 days of their form being submitted to the Policy Team.

APPLICATIONS MUST BE SUBMITTED BY 31 JANUARY 2020.

Funding is awarded on a rolling basis, so early applications are strongly encouraged.

Contacting Us

Diane Cameron, Policy Team
Oxfordshire County Council
County Hall,
New Road,
Oxford,
OX1 1ND

Email: councillorpriorityfund@Oxfordshire.gov.uk

TO BE FILLED IN BY APPLICANT

Name of your organisation:

Description of your organisation:

Organisation Address:

If a registered Charity, please specify number

Contact Name

Telephone No.

Email

Payment Details

Please provide your organisation's payment details (note: payments will not be made to an individual's bank account).

Account Name	
Bank or Building Society Name	
Account number	
Sort code	

PROJECT DESCRIPTION

1. Activity Name

2. Activity Summary

Please describe the activity you wish to fund.

3. Activity Dates

Please state when you would spend the funding. Please include start and end date for the project and major milestones, if any.

PLEASE NOTE: ALL PROJECTS MUST BE DELIVERED BY THE END OF MARCH 2020.

4. Analysis of Needs

Please explain how the activity will address a recognised need in your community.

5. Outcomes

Please state the outcomes that you expect to achieve by the end of your project.

6. Beneficiaries

What are the key beneficiary groups you will target with this funding?

7. Success Measures

How will you monitor progress towards the achievement of your outcomes?

8. Costs

Description	Total Project Cost	Grant Requested in 2018/19	Grant Requested in 2019/20
<i>Please provide us with a breakdown of costs of your proposed activity. E.g. Volunteer Training, Transport, Information & Promotion, Equipment & Materials, Refurbishment etc.</i>			
TOTAL			

9. Other funding received

Please include details of any other grant funding you have received, including any awarded by Oxfordshire County Council.

Applicant Agreement

The organisation undertakes that:

- The information provided on this form is true and accurate.
- Any funds awarded will be spent in accordance with the details provided above (particularly in the 'About your project' section).
- For all projects £5,000 and over, or if requested, it will provide details of how funding has been spent and cooperate fully with any other monitoring process undertaken by the Council to ensure the proper use of funds.
- It will advise the Council of any potential difficulties in complying with this agreement as soon as possible so that mutually acceptable solutions can be found e.g. if funds cannot be spent in year.
- Funding awarded will not be spent on activity that does not comply the abovementioned policies of the Council.
- Details of the project will be listed on the Council's website and may be communicated to a wider audience (e.g. via the local press).
- The funds awarded will be reimbursed to the Council if the organisation is in breach of these terms.
- The project will be carried out in compliance with all relevant laws.

We hereby agree to these terms:

<p>Name:</p> <p>Signed:</p> <p>Date:</p> <p>On behalf of (organisation):</p>

Please ensure that you have signed the application form before submission to your councillor. Please note that while we can accept scanned signatures, **we cannot accept typed signatures.**

TO BE FILLED IN BY THE RELEVANT COUNTY COUNCILLOR(S)

I hereby approve this request for funding and in doing so undertake that:

- To the best of my knowledge, I have no pecuniary interest in the organisation or activity for which the funding is intended (in accordance with the Council's official member code of conduct).
- To the best of my knowledge, the organisation intends to spend any funding that they are awarded in accordance with the details provided above (particularly in the 'About your project' section).
- In the event of a suspected misuse of funds, I will alert the appropriate Council officer/s as soon as possible.

Cllr Name:

Cllr Signature:

Date:

We accept paper or digital applications.

Submit councillor approved funding requests to

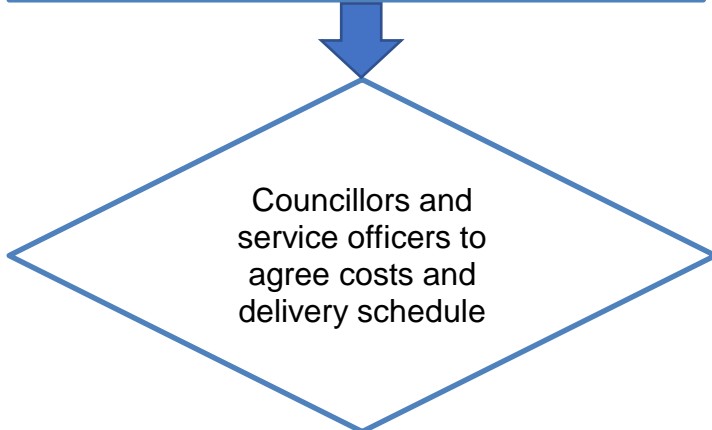
councillorpriorityfund@Oxfordshire.gov.uk or

**Diane Cameron, Policy Team
Oxfordshire County Council,
County Hall,
New Road,
Oxford,
OX1 1ND**

Councillor Priority Fund – Allocation of funding to internal services

Councillors to discuss proposal with service officers

If you are unsure who to contact then please contact the Policy Team on: councillorpriorityfund@oxfordshire.gov.uk



Councillors and service officers to agree costs and delivery schedule

Councillors and/or officers to inform Diane Cameron, Policy Team on councillorpriorityfund@oxfordshire.gov.uk

Policy Team to assess, arrange internal recharge and track Councillors' spending.

Service budget holder to accept internal recharge and deliver project as agreed with Councillor. Any delays / issues to be reported quickly to both Councillor and councillorpriorityfund@oxfordshire.gov.uk

Division(s): N/A

CABINET – 17 APRIL 2018

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 22 May 2018	
<ul style="list-style-type: none"> ▪ Staffing Report - Quarter 4 - 2017 Quarterly Staffing report providing details of key people numbers and analysis of main changes since the previous report. 	Cabinet, Deputy Leader 2017/172
<ul style="list-style-type: none"> ▪ Adult Social Care Contributions Policy To consider proposed changes to the Policy following public consultation. 	Cabinet, Adult Social Care 2018/049
<ul style="list-style-type: none"> ▪ Minerals and Waste Local Plan: Site Allocations - Issues and Options Consultation To seek approval of the Minerals and Waste Site Allocations Plan – Issues and Options for consultation. 	Cabinet, Environment 2018/015
<ul style="list-style-type: none"> ▪ Oxford - Gathorne Road Wingfield House - Proposed Restoration of Parking Permits To review a decision taken at Cabinet Member for Environment meeting on 12 October 2017. 	Cabinet, Environment 2018/006
<ul style="list-style-type: none"> ▪ Equalities Policy - Revised Equalities Policy - Including Revised Objectives - Post Consultation Stage To seek approval of the Council Equalities Policy and Objectives including the associated Action Plan. 	Cabinet, Local Communities 2018/022
<ul style="list-style-type: none"> ▪ Change to Policy on 25 Hour Early Years Funded Places To seek approval to cease funding 25 hour early years places at the end of the Spring term 2019. This is a change to the policy agreed by Cabinet on 17 July 2007 on full time admission of reception aged four year olds. 	Cabinet, Public Health & Education 2018/024

Cabinet Member for Environment, 10 May 2018

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ Application of Highway Policy Review - Phase 1
To seek approval of the proposed changes to procedures. | <p>Cabinet Member for Environment, 2018/036</p> |
| <ul style="list-style-type: none"> ▪ Proposed Waiting Restrictions - Greenwood Meadow and Station Road, Chinnor
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/034</p> |
| <ul style="list-style-type: none"> ▪ Banbury - A422 Stratford Road and Bretch Hill - Signalled Crossing and Traffic Calming
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/165</p> |
| <ul style="list-style-type: none"> ▪ Vale Area - Various Locations - Proposed Shared Use Cycle Track
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2018/011</p> |
| <ul style="list-style-type: none"> ▪ Stonesfield: Woodstock Road - Amended Traffic Calming Measures
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2018/008</p> |
| <ul style="list-style-type: none"> ▪ Kingston Blount - B4009 Proposed Traffic Calming Build Outs
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/119</p> |
| <ul style="list-style-type: none"> ▪ Shiplake: Mill Road Proposed Double Yellow Lines
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/051</p> |
| <ul style="list-style-type: none"> ▪ Sutton Courtenay: B4016 Appleford Road, Proposed 30mph Speed Limit Extension
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/054</p> |
| <ul style="list-style-type: none"> ▪ Gosford: Bicester Road, Proposed Relation of a Toucan Crossing and Right Turn Ban
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/024</p> |
| <ul style="list-style-type: none"> ▪ Chesterton: The Hale, Proposed 30mph Speed Limit
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/022</p> |
| <ul style="list-style-type: none"> ▪ A417 Wantage to Lockinge: Proposed Speed Limit
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/055</p> |
| <ul style="list-style-type: none"> ▪ Vale and South Oxfordshire - Proposed Disabled Persons Parking Places
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2018/032</p> |
| <ul style="list-style-type: none"> ▪ Didcot - B4493 Wantage Road - Proposed Cycle Tracks
To seek approval of the proposals. | <p>Cabinet Member for Environment, 2018/033</p> |

- **Oxford: Access to Headington - Proposed Traffic Management Measures and Waiting Restrictions**
To seek approval of the proposals. Cabinet Member for Environment, 2018/035
- **Banbury: Longelandes Way - Proposed Bus Stop Clearway**
To seek approval of the proposals. Cabinet Member for Environment, 2018/041
- **Bicester: Kingsmere Area - Proposed Waiting Restrictions**
To seek approval of the proposals. Cabinet Member for Environment, 2018/042
- **Enstone: Proposed 40mph Speed Limit - B4022 and B4030**
To seek approval of the proposals. Cabinet Member for Environment, 2018/043
- **Kencot: Proposed 20mph Speed Limit on Village Roads**
To seek approval of the proposals. Cabinet Member for Environment, 2018/044

Cabinet Member for Property & Cultural Services, 21 May 2018

- **Low Carbon Hub Solar Schools Procurement Exemption**
Request for exemption from the contract procedure rules in relation to Oxfordshire County Council entering into arrangements with Low Carbon Hub for the installation of solar panels on Oxfordshire County Council maintained schools until March 2019. Cabinet Member for Property & Cultural Services, 2018/045

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