



Notice of a Meeting

People Overview & Scrutiny Committee

Thursday, 19 September 2024 at 10.00 am

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

These proceedings are open to the public

If you wish to view proceedings, please click **on this [Live Stream Link](#)**.
However, that will not allow you to participate in the meeting.

Membership

Chair - Councillor Kieron Mallon

Deputy Chair - Councillor Imade Edosomwan

Councillors:

Kevin Bulmer
Trish Elphinstone
Andy Graham

Jenny Hannaby
Nick Leverton
Alison Rooke

Michael Waine

Notes: ***Date of next meeting: 7 November 2024***

For more information about this Committee please contact:		
Committee Officer	<i>Scrutiny</i> <i>Email: scrutiny@oxfordshire.gov.uk</i>	<i>Team</i>

Martin Reeves
Chief Executive

September 2024

What does this Committee review or scrutinise?

- All services and preventative activities/initiatives relating to adult social care.
- Enables the council to scrutinise its statutory functions relating to adult social care and safeguarding. Includes public health matters where they are not covered by the Joint Health Overview and Scrutiny Committee.
- This committee will also consider matters relating to care leavers and the transition between children's and adult services

How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am 4 working day before the date of the meeting.**

About the County Council

The Oxfordshire County Council is made up of 63 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 678,000 residents.

These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

What does this Committee do?

The Committee meets up to 4 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session.

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, giving as much notice as possible before the meeting

A hearing loop is available at County Hall.

AGENDA

1. Apologies for Absence and Temporary Appointments

To receive any apologies for absence and temporary appointments.

2. Declaration of Interests

See guidance note on the back page.

3. Minutes (Pages 1 - 2)

The Committee is recommended to **APPROVE** the minutes of the meeting held on 9 July 2024 and to receive information arising from them.

4. Petitions and Public Address

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on 13 September 2024. Requests to speak should be sent to the Scrutiny Officer at scrutiny@oxfordshire.gov.uk.

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

5. Oxfordshire Safeguarding Adults Board Annual Safeguarding Report (Pages 3 - 56)

Dr Jayne Chidgey-Clark, the Independent Chair of the Oxfordshire Safeguarding Adults Board (OSAB), Cllr Tim Bearder, Cabinet Member for Adult Social Care, Karen Fuller, Director of Adult Social Services, Victoria Baran, Deputy Director Adult Social Care, and Steven Turner, OSAB Strategic Partnerships Manager, have been invited to present the OSAB Annual Safeguarding report and to answer the Committee's questions.

The Committee is asked to consider the report and raise any questions, and to **AGREE** any recommendations it wishes to make to Cabinet arising therefrom.

6. Deprivation of Liberty Safeguards

Cllr Tim Bearder, Cabinet Member for Adult Social Care, Karen Fuller, Director of Adult Social Services, Victoria Baran, Deputy Director Adult Social Care, and Lorraine Henry, Safeguarding Mental Health Service Manager, have been invited to present a report on Deprivation of Liberty Safeguards (DoLS) and to answer the Committee's questions.

The Committee is asked to consider the report and raise any questions, and to **AGREE** any recommendations it wishes to make to Cabinet arising therefrom.

Report to follow.

7. **Committee Forward Work Plan** (Pages 57 - 186)

The Committee is recommended to identify items for its consideration and **AGREE** its work programme for forthcoming meetings, taking account of the Cabinet Forward Plan and of the Budget Management Monitoring Report.

8. **Committee Action and Recommendation Tracker** (Pages 187 - 188)

The Committee is recommended to **NOTE** the progress of previous recommendations and actions arising from previous meetings, having raised any questions on the contents.

9. **Responses to Scrutiny Recommendations** (Pages 189 - 190)

Attached is the draft Cabinet response to the Committee's report on Adult Social Care Assurance Update which is expected to be agreed on 17 September 2024. The Committee is asked to **NOTE** the response.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Agenda Item 3

PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Tuesday, 9 July 2024 commencing at 3.30 pm and finishing at 3.58 pm

Present:

Voting Members: Councillor Kieron Mallon - in the Chair

Councillor Imade Edosomwan - Deputy Chair

Councillor Trish Elphinstone

Councillor Andy Graham

Councillor Jenny Hannaby

Councillor Nick Leverton

Councillor Alison Rooke

Councillor Michael Waine

Other Members in Attendance:

Officers:

The Council considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

10/23 ELECTION OF CHAIR FOR THE 2024/25 COUNCIL YEAR

(Agenda No. 1)

The Scrutiny Officer invited nominations for Chair of the People Overview and Scrutiny Committee for the 2024/24 municipal year. Cllr Waine proposed Cllr Mallon and Cllr Leverton seconded the nomination.

With no other nominations, Cllr Mallon was elected Chair for 2024/25.

11/23 ELECTION OF DEPUTY CHAIR FOR THE 2024/25 COUNCIL YEAR

(Agenda No. 2)

Cllr Edosomwan was proposed as Deputy Chair by Cllr Mallon. Cllr Elphinstone seconded the nomination.

There being no other nominations for Deputy Chair, Cllr Edosomwan was elected Deputy Chair.

12/23 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS

(Agenda No. 3)

Apologies were received from Cllr Bulmer.

13/23 DECLARATION OF INTERESTS
(Agenda No. 4)

There were none.

14/23 MINUTES
(Agenda No. 5)

The minutes of the 22 April 2024 were **AGREED** as a true and accurate record.

15/23 PETITIONS AND PUBLIC ADDRESSES
(Agenda No. 6)

There were none.

16/23 FORWARD PLAN AND COMMITTEE BUSINESS
(Agenda No. 7)

The Committee resolved to **AGREE** that an informal planning meeting should be organised to agree its work programme.

..... in the Chair

Date of signing

Divisions Affected - All

PEOPLE OVERVIEW AND SCRUTINY COMMITTEE

19th September 2024

Oxfordshire Safeguarding Adults Board Annual Report

Report by Karen Fuller, Director of Adult Social Services

RECOMMENDATION

1. The Cabinet is **RECOMMENDED** to

- Note the annual report of the Oxfordshire Safeguarding Adults Board (OSAB).

Executive Summary

2. The report summarises the work of the OSAB and its partners over the course of the year 2023-24. It is a requirement set out in the Care Act 2014 statutory guidance that the Local Authority receive a copy of the report and that they “will fully consider the contents of the report and how they can improve their contributions to both safeguarding throughout their own organisation and to the joint work of the Board” (Chapter 14, para 161).

Body of the Report

3. Safeguarding Boards are required to share their annual reports with all statutory partners and those partners are expected to consider the report and its contents to decide how they can improve their contribution to both safeguarding throughout their own organisation and to the joint work of the Board (*S14.161, Care and Support Statutory Guidance*).
4. This report and the work of the Board will take on additional significance in light of the new Care Quality Commission Inspection regime, which will see the Local Authority inspected for the first time since Safeguarding Boards became a statutory requirement. Based on feedback received from the inspection pilot areas, the Board will be asked for its view on the Local Authority and how they discharge their safeguarding function under The Care Act 2014.

Key Findings

Board work during 2023-24

5. The local safeguarding partnership has continued to maintain a high standard of safeguarding.
6. There has been a slight decrease in safeguarding concerns across all types of abuse and neglect, which is in line with the yearly fluctuations in the number of concerns. Comparative data is published later in 2024-25 so until that point we cannot know whether this pattern is replicated in other Authorities.
7. Despite challenging financial and workforce pressures, the partnership has continued to undertake a large amount of work against the four key strategic priorities of the Board and the details of this work is detailed within the report itself.
8. The proportion of concerns that led to enquiries decreased from 28.8% in 22/23 to 22.25% in 23/24, with care providers (including care homes) remaining the highest source of referrals in 23/24 accounting for 29% of all referrals. To understand this further audit work has been commenced to review decision making at the triage stage of concern. 10% of care home concerns were audited for Q3 and found that decision making by the safeguarding team was correct and in line with statutory guidance. This is indicative that further training and support with care providers would be beneficial in reducing the number of inappropriate referrals.
9. The number of completed safeguarding enquiries also decreased by 22% in 23/24. A number of factors have contributed to this figure. It is noted that where detailed information is gathered when a concern is received this is not being recorded as an enquiry. To address this, the pathways in the Liquid Logic Care records system have been redesigned to ensure that work undertaken by the team is rightly captured as enquiry activity and thus we would expect to see an increase in the number of completed enquiries in 24/25 once this is live in Q3.
10. Throughout the last 12 months, there has been a robust focus on improving safeguarding performance. This included the closure of inappropriate or historic cases throughout 22/23 still open. This has been a significant achievement for the team illustrated by the fact that in July 2023 there were 527 open enquiries with 268 of these open over 12 weeks. As of July 2024, there are 183 open enquires with only 13 over 12 weeks. Historically there have been waits for an allocated officer to complete an enquiry. To overcome this, allocations were made across adult social care teams where the person was already known to a social worker which provided rapid resolution of longstanding cases and positively ensured continuity of worker. This not only improved the experience for the person but ensured that safeguarding is everybody's business and that all teams participate in the safeguarding duty. This targeted work also identified, that enquiries would often remain open beyond the remit of the safeguarding intervention where a complex case management approach would be more appropriate from one of the locality teams. Therefore, closure to more

appropriate intervention has also contributed to the overall reduction in enquiry numbers. This will need careful consideration throughout the coming year, in view of the data indicating 1107 people who have had a concern raised in both years. Audit focus on decision making will focus specifically on whether the person has had a previous concern and whether safeguarding duty can and should add a more robust approach to the persons situation as opposed to a case management approach.

11. To ensure robust decision making further detailed audits are also planned to review reductions in the number of concerns that do not progress to enquiries specifically in the areas of referrals from Police, Ambulance and those raised by friends or family, This will be an area for Performance Information and Quality Assurance subgroup to scrutinise over the coming year.
12. A number of workshops have been completed in relation to Making Safeguarding Personal (MSP) across the service. Whilst MSP scores remain strong at the closure of an enquiry, the team identified that outcomes were not always robustly sought at the very beginning of the enquiry process. Regular “dip audits” now show that the introduction of the enquiry pod and the focus on MSP means that people’s views are now being sought at the very beginning of the safeguarding episode.
13. Overall, the County Council Safeguarding Team’s performance has improved significantly but will require close monitoring to ensure that enquiry rates remain proportionate to individual circumstances and that data continues to inform areas requiring qualitative exploration.
14. The Board’s annual frontline practitioner survey has indicated that there is still work to do to improve practitioner confidence with escalating concerns when there is a difference of opinion. This is backed up by findings with case review and multi-agency work undertaken by the Board.
15. The Board’s annual safeguarding self-assessment indicates that organisations continue to experience issues around recruitment, retention and workforce resilience, which have been consistently included in the assessment since it was introduced. The budgetary constraints on services are outside the scope of the Board but have been discussed at national networks where they impact on safeguarding work, such as the availability of mental health beds.
16. As in previous years, Organisations also reported an increase in demand on their services. More people are presenting with multiple needs requiring the coordinated input of several organisations, which can be challenging for services.
17. There has been significant progress in the work of the Multi-Agency Risk Management (MARM) process, managed by the OSAB, since a dedicated Officer has been taken on to chair the meetings. Feedback from adults who are being discussed at the meeting has been positive, with some very positive examples of adults changing the direction of their lives thanks to the hard work of those involved in the process.

Board priorities for 2023-24 from the annual report

18. A significant amount of local and national work in regard to adult safeguarding has been undertaken. In acknowledgement of the demands on services to act on learning, the Board is reviewing its strategy and workplan to have a greater focus on acting on learning and measuring impact of learning activity. Sources of learning include:
 - (a) Local Safeguarding Adults Reviews and Homeless Mortality Reviews due to be completed and published in 2024-25
 - (b) The findings from the 2nd SAR national analysis, reviewing 652 Safeguarding Adult Reviews (there is a dedicated briefing on this for Elected Members produced by the Local Government Association: [Briefing for elected members: Second national analysis of Safeguarding Adult Reviews](#))
 - (c) The safeguarding dataset used by the Board
19. Linked to this, the Board will reconsider its strategy overall, ensuring the priorities are informed by the learning mentioned above and framing the priorities against the impact they are expected to have on the people of Oxfordshire.

Financial Implications

20. N/A – The Local Authority is not being asked to commit any further financial resources towards the Board beyond what is currently committed.

Comments checked by:

Stephen Rowles, Strategic Finance Business Partner,
Stephen.rowles@oxfordshire.gov.uk

Legal Implications

21. There are no specific legal implications for the Local Authority arising from this report. The committee is reminded that the requirements of the Care Act 2014 are that the Safeguarding Adults Board must produce an annual report setting out
 - what it has done during that year to achieve its objective,
 - what it has done during that year to implement its strategy,
 - what each member has done during that year to implement the strategy,
 - the findings of the safeguarding adults reviews (SARs) arranged by it which have concluded in that year, details of any SARs which are ongoing at the end of that year, what it has done during that year to implement the findings of its SARs, and, where it decides not to implement a finding of its SARs, the reasons for its decision.

And a copy of that report is to be sent to each of the statutory partners.

Comments checked by: Janice White

Head of Law and Legal Business Partner, ASC and Litigation

Janice.White@oxfordshire.gov.uk

Staff Implications

22. N/A – There are no additional staff resources being requested by way of this report for the work outlined in the Annual Report.

Equality & Inclusion Implications

23. N/A – there are no additional equality & inclusion implications.

Sustainability Implications

24. The Board have moved the majority of its work to a virtual environment, reducing travel congestion, and no longer prints any materials for Board meetings or training sessions, instead making these available electronically. It has also reduced printing & design costs by making more things, such as this annual report, plain text on the OSAB website.

Risk Management

25. The Board is made up of the partners who attend the meetings, supported by a small team in the Board Business Unit. If organisations do not continue to provide the level of engagement with the work of the Board it is likely it would fail to meet its duties laid out in statute and its accompanying guidance. As the Local Authority is the organisation charged under The Care Act 2014 to ensure the Board is established and running well, this would represent a reputational risk. It is also likely any such failings would be highlighted under the new CQC inspection framework and in their resulting published report.

NAME Karen Fuller, Director of Adult Social Care

Annex: N/A

Background papers: Nil

[Other Documents:] N/A

Contact Officer:

Steven Turner, Strategic Partnerships Manager, 01865
328993

[September 2024]

Oxfordshire Safeguarding Adults Board

Annual Report 2023-24



Report on a Page

During 2023-24, there has been a significant amount of work completed across the partnership (p9-32) contributing to making the people of Oxfordshire safer.

There was a small decrease in the number of safeguarding concerns received by the Local Authority (p33) which is in line with previous yearly fluctuations we see in the numbers of concern.

Self-neglect and neglect remain the main cause for concern about someone, which is in line with previous years locally and nationally.

There was a bigger decrease in the number of safeguarding enquiries conducted by the Local Authority (p36). This means the number of concerns received that were felt to meet the statutory criteria for a safeguarding enquiry under The Care Act 2014 were fewer. Auditing to understand this appears to offer two contributory factors:

- 1. Of 10% of cases audited, the decision-making to not escalate the concern into an enquiry was agreed with in nearly all cases. This may indicate a need for some organisations to improve their training offer to staff to help them better understand what is a safeguarding concern. The Board is highlighting this to relevant organisations and commissioners of services.*
- 2. Further auditing also points towards the safeguarding social workers are doing work that would usually constitute a safeguarding enquiry at the safeguarding concerns stage. The Local Authority is doing internal work with the team on this matter.*

The County Council Safeguarding Team's performance has improved significantly but will require close monitoring to ensure that enquiry rates remain proportionate to individual circumstances and that data continues to inform areas requiring qualitative exploration.

Future Plans for the Board Partnership

- 1. Learning and development are to have a higher focus in 2024-25 as there are a number of workstreams identifying learning. Therefore there will be a greater focus on embedding the learning and measuring its impact.*
- 2. Linked to this, the Board will reconsider its strategy overall, ensuring the priorities are informed by the learning mentioned above and framing the priorities against the impact they are expected to have on the people of Oxfordshire.*

Content

FOREWORD

INTRODUCTION

THE SAFEGUARDING BOARD

- Why it exists
- What our priorities were for 2023-24
- How the Board worked towards those
- What our partners did to achieve these
- What data is telling us
- What case reviews are telling us

PRIORITIES FOR 2024-25



Chair's Foreword

Welcome to Oxfordshire Safeguarding Boards' 2023/2024 Annual Report. Since I joined the Board in 2021 I have seen a number of positive changes in Oxfordshire and I have remained impressed at the dedication organisations have shown to improving care for adults with care and support needs under ongoing challenging circumstances including staffing and funding. Oxfordshire still has many areas to improve but I think it is a real demonstration of the maturity of the Board that members have been open and honest about their services and the improvement journey they are on, both individually and as a system.

During this last year Board and its subgroups met to address safeguarding matters and implement the learning from the different reviews we commission and those that are published nationally. We continue to seek assurance that the adult safeguarding duties within the Care Act 2014 are at the heart of the work of the statutory, voluntary and community services that work together to prevent and/or protect individuals from abuse and neglect in Oxfordshire.

A key part of our role is to scrutinise our data regarding adult safeguarding concerns to examine trends and seek assurance alongside commissioning reviews to learn from where care has not gone as well as it could. This past year we have commissioned seven Safeguarding Adults Reviews and will be publishing further reviews completed this year, the learning points of which can be found on this report. A key focus must be learning from reviews and ensuring we have evidence that recommendations are put into practice and practice is improving across all our frontline services.

This year we have reviewed the team supporting the Board and have amended our structures to maximise the support we can give to the work of the Board and partners. I welcome the appointment of an Independent Scrutineer, Dr Dawne Garrett to support the ongoing work.



Dr Jayne Chidgey-Clark

Why the Safeguarding Board exists

- The main objective of a SAB is to assure itself that local safeguarding arrangements and partners act to help and protect adults in its area.
- The SAB has a strategic role that is greater than the sum of the operational duties of the core partners. It oversees and leads adult safeguarding across the locality and will be interested in a range of matters that contribute to the prevention of abuse and neglect.
- These will include the safety of patients in its local health services, quality of local care and support services, effectiveness of prisons and approved premises in safeguarding offenders and awareness and responsiveness of further education services.
- It is important that the SAB has effective links with other key partnerships in the locality and share relevant information and work plans. They should consciously cooperate to reduce any duplication and maximise any efficiency, particularly as objectives and membership is likely to overlap.

How the Board operates

Oxfordshire Safeguarding Adults Board – Full Board

Learning, Development & Training Subgroup	Safeguarding Adults Review Subgroup	Performance, Information & Quality Assurance Subgroup	Engagement Subgroup	Policy, Procedures & Practice Subgroup	Board Chairs Meeting
<p>Joint with the Children's Partnership</p> <p>Oversees the training offered by OSAB</p> <p>Oversees the multi-agency training strategy</p>	<p>Oversees the case review functions</p> <ul style="list-style-type: none"> Safeguarding Adults Reviews Homeless Mortality Reviews <p>Oversees implementation of learning from actions from these reviews</p>	<p>Scrutinises the dataset of safeguarding activity</p> <p>Oversees multi-agency audit work</p> <p>Oversees the annual safeguarding self-assessment (joint with Children's Board)</p>	<p>Brings together organisations to agree how to cascade messages from the Board to the frontline and the general public as well as how to escalate messages to Board from the frontline</p>	<p>Oversees the multi-agency policies and procedures of the Board</p> <p>Discusses practice changes (locally or nationally dictated) for impact on the safeguarding system</p>	<p>Brings together the subgroup chairs with the Board Chair to discuss cross-subgroup issues, share learning between groups, agree ownership of work raised at the Full Board and share other national news relevant to safeguarding.</p>

Where the Board fits in the partnership geography

Safer Oxfordshire Partnership (SOP)

The Partnership is a thematic group that brings together community safety partners to work together to deliver on joint priorities and emerging themes. The partnership is part of a strategic framework that community safety partners are expected to put in place to improve outcomes for local people. Includes regular reporting on DHR's, Modern Slavery, Prevent & Violent Crime

Safeguarding Adults Board (OSAB)

Its main duty defined in statutory guidance is to assure itself that local arrangements and partners act to help and protect adults with care and support needs in its area. This includes conducting Safeguarding Adult Reviews (SARs)

Safeguarding Childrens Board (OSCB)

The OSCB is there to oversee how organisations work together to safeguard and promote the welfare of children, known as the Multi-Agency Safeguarding Arrangements (MASA) under Working Together 2023

Health & Wellbeing Board (HWBB)

HWBBs are charged with promoting greater integration and partnership between the NHS, public health and the Council. They must produce a Joint Strategic Needs Assessment and a joint Health and Wellbeing Strategy for their local population.

Integrated Care Board (ICB)

The ICB's role is to join up health and care services, improve people's health and wellbeing, and to make sure everyone has the same access to services and gets the same outcomes from treatment. They also make sure health services work well and are of high quality.

What our priorities were for 2023-24

The Safeguarding Board agreed a five-year plan covering four themes

Working in Partnership

Preventing Harm Occurring

Responding Swiftly When Harm Occurs and

Engaging Effectively with People at Risk.

*“it must publish an annual report detailing what the SAB has done during the year to achieve its main objective and implement its strategic plan, and **what each member has done to implement the strategy**” Care Act Guidance*

What the Board did to towards the priorities

Working in Partnership

- The Chair of the Safeguarding Adults Board has a monthly meeting with the Chair of the Safeguarding Children's Board to ensure that safeguarding matters are being appropriately addressed. A schedule of meetings is being set up to include the Chair of the Safer Oxfordshire Partnership (that brings together the Community Safety Partnerships). This will strengthen the relationships between the partnerships as well as improving strategic oversight of the issues that are impacting on the safety of the residents of Oxfordshire.
- The Subgroups of the Board have been reviewed to ensure they include a wider membership of organisations. Of particular success in this matter has been the Engagement Subgroup, which is now mainly made up of organisations not represented at the full board and how have extensive experience of listening to the people they are working with.

What the Board Partners did to towards the priorities

Working in Partnership

Oxfordshire County Council

In the last year OCC has forged closer relationships with SCAS, Childrens services and TVP amongst others. We have set up regular meetings with each agency to understand the pressures, priorities and perspectives that each agency has and how the safeguarding can respond.

The Safeguarding Service Manager recently met with Benedict Clarke TVP to talk about some of the challenges we have with our timescales. As a way forward we agreed that TVP sharing named Safer Neighbourhood contact details would support OCC to make timelier decisions.

BOB ICB

BOB ICB has introduced a BOB ICS All Age Safeguarding committee; established during 2023, this continues to evolve to facilitate system wide safeguarding oversight, assurance and drive system improvements.

BOB ICB has connected with the Board in terms of assurance in several areas: Working Together 2023 - changes around reporting deaths in the adult care leaver population, Patient Safety Incident Response Framework (PSIRF), migrant populations, modern slavery, Martha's Rule and the Thirlwall Enquiry.

Thames Valley Police

TVP has begun to implement Right Care, Right Person principles in terms of responding to adult safeguarding needs in Oxfordshire. This currently relates to concerns for welfare calls, walk-outs from hospital settings and those reported absent without leave from psychiatric care units. Taking learning from the initial announcement, a multi-agency operational group has been set up to monitor impact and issues.

The TVP custody 2025 project is ongoing with 2024 being the second phase of the project which seeks to reduce reoffending by working with partners and 3rd sector agencies through early intervention in the custody environment. The project is working with NHS and external organisations to signpost referrals for specific at-risk groups including ex-service personnel, women offenders and substance misusers.

Thames Valley Together is an innovative data sharing approach across the region, but including partners in Oxfordshire, where partnership information will be shared across agencies in order to allow data to be used more effectively to understand safeguarding risks and allow for mitigation. The project is ongoing, with the initial strategic-level product being rolled out imminently.

What the Board Partners did to towards the priorities

Working in Partnership

Oxford Health NHS Foundation Trust

We have a dedicated mental health social worker to work collaboratively with homeless services to support people with mental illness out of homeless services. We also work closely with our MH housing pathway and general needs housing partners so that we can respond quickly to concerns, to assess, investigate and implement protection plans. The mental health social care service manager works in partnership with the operations manager of the local authority safeguarding adults' team as well as the local authority principle social worker to identify themes, trends and concerns and to share learning.

The mental health social care service manager has set up a monthly meeting with the Trust safeguarding adults' team to share data on safeguarding adult concerns/enquires and OHFT MCA lead is meeting weekly with Oxfordshire DOLS team to review requests and make sure resources are prioritised effectively.

Co-chair multi-agency Right Care Right Person local implementation meeting and have recently joined a MH and Substance Misuse sub-group of the Combatting Drugs Partnership. OHFT are currently working in partnership with OMHP and wider system partners to review all elements of the current MH contract in Oxon as part of the new contract which will come into place in Apr 2025.

AgeUK

Chairing the Board's Engagement Subgroup and proactively strengthening partnership by widening the membership to include new VCS agencies including advocacy.

What the Board Partners did to towards the priorities

Working in Partnership

Cherwell District Council

As a Board Partnership member, we have an understanding of our accountability as the appropriate representative for Cherwell in each forum.

Good practice is evidenced through the joint district safeguarding partnership group, whereby Cherwell district council works with the other districts on responses to changing themes and concerns.

Some themes have relevance across a number of partnerships and in these cases the Boards/Partnerships will work together and take a pragmatic approach to achieve the best outcomes for people and ensure that there is no duplication of effort.

In practice this means that each Board/Partnership has the opportunity to input into an area of work where it carries a responsibility and/or has relevant knowledge, expertise and experience.

Oxford City Council

From April 2023-March 2024, 12 ASmart and 85 ASMARAC meetings have been held under Oxfordshire's Adult Exploitation pathway with 41 different partners involved. As a result of these multi-agency meetings, more victims were supported out of exploitation and disruption plans put in place to tackle the exploiters, which also included 15 multi-agency visits. The partnership approach ensures that the victim is safeguarded and supported in all areas of need for them to exit exploitation and prevent re-victimisation through referrals to relevant agencies or supporting those workers already involved with the individual.

The Safeguarding Coordinator has requested to attend Board subgroup meetings in addition to one district representative, in order to strengthen and maintain partnership working

Contact with statutory agencies has enabled effective internal learning reviews

West Oxfordshire District Council

WODC staff have a key role in attendance at joint agency meetings including, but not exclusively: OSCB; OSAB; Oxfordshire Domestic Abuse Partnership; Prevent Implementation Group; Safer Oxfordshire Partnership Group; Police and Crime Panel; JTAC; PAQA; PIQA; Neglect Strategy Group and Community Safety Partnership.

A Joint Safeguarding Partnership Group has been formed with representatives from each of Oxfordshire's Local Authorities, funded for a countywide Representative to attend Neglect; PIQA; PAQA meetings and others where relevant. To lead, chair and take minutes at this Sub-Group. The Group has introduced a 'Purpose and Aims' document along with 'Commitment Statements. The Partnership Group enables common themes and policies to be reviewed and implemented, best practice to be undertaken, a common themed dashboard for reporting of issues of concern has been implemented and Districts have a shared Neglect Strategy and Action Plan.

What the Board Partners did to towards the priorities

Working in Partnership

Probation Service

Oxfordshire Probation Delivery Unit (PDU) has had a Partnership Manager in role for a year, working to improve relationships and partnership working between Probation and other organisations.

We rolled out a commissioned Autism Service for People on Probation. Oxfordshire teams make the most referrals the region and client satisfaction with the service is high.

Through Multi Agency Public Protection Arrangements, Oxfordshire Probation and Adult Social Care have better links at senior management level leading to better partnership working.

Oxfordshire PDU has been focusing work on the most complex and vulnerable service users, who also pose significant harm to communities. Staff working with this cohort have been given additional training and resources and work these cases in partnership with Police to best effect.

Oxfordshire PDU has a close working relationship with Turning Point, delivering services, co-locating workers, and co-producing training. In April MIND gave a presentation to all Probation Staff to increase understanding of their services,

The Head of Oxfordshire PDU chairs the Combatting Drugs Partnership Criminal Justice subgroup.

Fire & Rescue Service

OFRS collaborate with other agencies to better protect vulnerable individuals. This includes working closely with health and social care partners, local authorities. By leveraging the expertise and experience of fire and rescue services, health and social care providers can enhance their prevention efforts and adapt engagement strategies for those most at risk.

What the Board Partners did to towards the priorities

Working in Partnership

Domestic Abuse Strategic Board

The Oxfordshire Domestic Abuse Strategic Board is a statutory partnership board which continues to deliver on the Oxfordshire Domestic Abuse Strategy. It has a strong focus on safe accommodation for victim survivors of domestic abuse. The board has multi agency partnership engagement. It brings together system wide leaders to deliver the strategic action plan, focusing on four key areas; Prevention, Provision, Pursuing and Partnership.

Multi-Agency Group Suicide Prevention

Public Health chair the Oxfordshire Suicide Prevention Multi-Agency group which brings together key partners across the system to promote mental wellbeing and reduce suicide and self-harm in children, young people and adults. There are over 20 organisations who are members of the group.

The local action plan focuses on building resilient communities to make suicide prevention everyone's business

Combatting Drugs Partnership

In line with the 10 year national drug strategy From Harm to Hope, Public Health lead the Oxfordshire Combatting Drugs Partnership. This multi agency group brings together key partners across the system to address the harms from drug and alcohol use. This results in safeguarding people not only against health harms but also criminal activity related to drug use.

Over the last year this has become an established group. The group are now in delivery phase of a targeted strategic action plan to deliver on the aims set out in the national strategy at a local level.

What the Board Partners did to towards the priorities

Working in Partnership

Sexual Health Action Partnership (SHAP)

The Health and Social Care Act 2012 gave health protection duties to Oxfordshire County Council as well as a general function to maintain the public's health.

The SHAP helps raise awareness about issues that help or hinder achieving better sexual health for Oxfordshire. Its main purpose is to build relationships with key partners in order to provide a safe and supportive environment to share good practice and discuss barriers to achieve good sexual health. E.g sharing good practice on prevention of unwanted pregnancies, safeguarding children from sexual exploitation, preventing sexually transmitted diseases and promoting better sexual health, etc.

South & Vale District Councils

South Oxfordshire and Vale of White Horse District Councils work closely with partners and agencies to support vulnerable individuals. Through our monthly Community Safety Joint Tasking meetings and case conferences we help provide solutions for vulnerable people who may not meet the threshold of need or refuse engagement with services.

We work with our district and city colleagues to share good practice and address emerging themes through our joint district safeguarding partnership group.

We have supported the Anti-Slavery Multi Response Conferences and Teams, where victims of modern slavery and Exploitation have been identified to help develop and coordinate disruption plans.

Oxford University Hospitals NHS Foundation Trust

OUH attend OSAB board and sub group meetings to actively support partnership working. Attendance at multiagency case review meetings, SAR's, DHRs, HMRs, MARAC, MARAC and strategy meetings as requested.

There is a health wide BOB ICS meeting to provide assurance and identify area for escalation, areas of good practice and quality improvements.

What the Board did to towards the priorities

Preventing Harm Occurring

Page 24

- The **Multi-Agency Risk Management (MARM)** process brings together organisations working with a person who is showing an increased level of risk but who does not current fit within the criteria of a statutory safeguarding duty under Section 42 of The Care Act 2014. There are several very positive examples of multi-agency working that has been undertaken via the MARM process and the Safeguarding Board has received a presentation from a support worker involved in the MARM process to share the positive impact the process has had on the person they were working with.
- A **7-minute briefing** has been produced on the MARM and its use to help inform frontline workers of when it is best to call a meeting under the MARM process or when there are other alternative pathways that can be utilised.
- The Board has also offered specialised training in relation to trauma; **trauma, stigma & belonging**, **trauma and language**, and **trauma-informed coproduction**.

What the Board Partners did to towards the priorities

Preventing Harm Occurring

BOB ICB

BOB ICB work in partnership with primary care (GP, Pharmacy, Optometry & Dentistry) and other key health partners to ensure learning from statutory reviews is identified and embed within frontline practice.

We have committed to and delivered several recent training sessions to Primary care staff; closer connections for primary care & maternity services, understanding the health needs of the homeless population and, carer suicide & homicide. In addition, we have provided additional domestic abuse training to primary care to support disclosures.

Oxfordshire County Council

In the last year we have prevented harm occurring in care settings by working closely with our quality improvement team and care homes to prevent harm to individuals and the wider care community experiencing the risk of harm by having frequent, meetings, discussions and developing action plans. We are completing a care home specific audit to ensure that when cases are closed that wider considerations have been made not only for the individual but to other residents.

Thames Valley Police

TVP has received an uplift in funding for neighbourhood policing roles and this includes Oxfordshire, where neighbourhood teams will be brought up to strength and there will be an increase in dedicated neighbourhood officers. One of their core functions will be the identification and mitigation of risks around safeguarding, taking preventative activity where needed – including early referrals.

Oxfordshire LCU will be rolling out a monthly partnership tasking meeting process – which has been trialled to good effect in Oxford City LPA – allowing police and partners to ensure that effective activity is joined up across the community safety agencies. Early assessment of data from RCRP indicates that the implementation has, thus far, not had a significant effect on the numbers of adults being identified at risk of abuse or neglect. Demand has historically been seasonal, and this demand trend has continued without much change following implementation.

What the Board Partners did to towards the priorities

Preventing Harm Occurring

OUH

The OUH works in partnership to identify harm and ensure care and support needs are met.

Safeguarding incidents are reported and reviewed by the safeguarding team to identify learning. This informs the Harm Free assurance process in place that identifies any areas for improvement and an open learning culture is in place and in line with our Patient Safety Incident Response Framework PSIRF framework.

Mental Capacity Act training is supported across the Trust to ensure the safety of our patients. Safeguarding training compliance monitored closely and meeting the levels required.

AgeUK

Worked to increase public awareness through our Marketing and Comms team actively participating in Safeguarding Adults Awareness Week.

Oxford Health

The s.75 establishments have a 6 weekly meeting called the Safeguarding Prevention Meeting which is a multi-agency meeting to ensure that people in the mental health housing pathway are protected from abuse and neglect. We use the 6 principles of safeguarding to ensure that we take a rights-based approach.

All mental health social workers use leadership skills to ensure that discussion about abuse and neglect is at the centre of MDT working.

OHFT have worked closely with police supporting Drive meetings.

Employed an MCA lead to support staff and improve practice.

We use the MCA as a key concept of safeguarding and intervene to make decisions on people's behalf when they are unable to protect themselves due to lack of decision-making capacity.

Refresh of the DOLS recording in community hospitals with a focus on making sure any restrictions are proportionate and to prevent risk of harm.

What the Board Partners did to towards the priorities

Preventing Harm Occurring

Cherwell District Council

Recruited new domestic coordinator to post supporting victims of domestic abuse alongside our housing team. Increased number of staff training offered on domestic abuse pathways and referrals.

Identifying trends across Cherwell locally or nationally ,reviewing and updating training when needed. Bespoke training form external parties when needed. Districts meeting reviewing themes that can be highlighting concerns across the county or rural locations.

Awareness campaign and signposting to service are best practice through Cherwell's services, internal and external media platforms used to communicate to staff and community.

Oxford City Council

Oxford City's commitment to DAHA accreditation is improving responses to domestic abuse, by equipping staff with the skills, knowledge, and the tools that serve to build their confidence to work more effectively with their most vulnerable tenants. As a housing provider we are best placed to identify and respond to domestic abuse early.

Promotion of Early Help and MARM process to identify and respond to concerns before harm occurs

Training levels have increased over the last year, particularly the last six months

Recorded safeguarding concerns have increased within the last year, demonstrating awareness and effective training

West Oxfordshire District Council

All staff must complete a Mandatory Level 2 Adults Safeguarding online course provided through the council's training provider iHASCO. Level 2 Childrens Safeguarding module is being rolled out to all.

Due to concerns around the rising trend in instacnes of threat to self-harm from residents in our community a Suicide Prevention Guidance document has been implemented and is available for all staff with links to NHS training. Safe Talk Suicide Prevention face to face training is being undertaken by front line teams.

What the Board Partners did to towards the priorities

Preventing Harm Occurring

Probation Service

Within our collaboration with Turning Point we have ensured all staff are trained in administering naloxone and this is available in all our sites. Turning Point work from our buildings and offer brief interventions to lower-level drug and alcohol users to prevent further harm occurring.

We have facilitated Hepatitis C and Liver Scanning in our buildings.

We have rolled out Mental Health Treatment Requirements and ensured high levels of Drug and Alcohol Rehabilitation Requirements as robust alternatives to custody.

Our commissioned services include a specialist women's services, as well as personal well-being services specialising in issues affecting men.

All staff have been required to attend Preventing Suicide Training. Training completion (child safeguarding, adult safeguarding and prevent) is linked to our annual salary increase. This has led to nearly 100% of required training being completed.

We are engaged with all the MARACs across the county and in May 24 we rolled out domestic abuse tags for perpetrators coming out of custody on licence to strengthen our risk management and oversight of these cases.

In 23/24 we doubled the numbers of home visits from the previous year, which means more oversight of home circumstances and any risk or vulnerabilities.

Domestic Abuse Strategic Board

The domestic abuse board owns a strategic action plan, around four priorities – prevention, provision, pursuing and partnership. The prevention work has included co-producing strategic delivery with victim-survivors of domestic abuse, communications campaigns to raise awareness of domestic abuse and how to seek help, and developing an updated domestic abuse policy for employees of OCC.

South & Vale District Councils

South Oxfordshire and Vale of White Horse District Councils have appointed a Domestic Abuse Support Officer who works closely with our housing needs officers to support the completion of Domestic Abuse Stalking Harassment and Honor Based Violence (DASH) risk assessments, agree a level of priority for housing needs and signpost victims to relevant support organisations.

We have promoted two domestic abuse campaigns across the districts to raise awareness of how to spot the signs and support available.

Domestic abuse training has been delivered to councillors and staff.

We have promoted OSCB/AB pathways and tools kits to staff to prevent harm from occurring.

What the Board Partners did to towards the priorities

Preventing Harm Occurring

Combatting Drugs Partnership

Partners are working together to reduce harm caused by drug and alcohol use. This has included a focus on increasing Naloxone distribution (a drug which blocks the life-threatening effects of opiate overdose)

Sexual Health Action Partnership (SHAP)

Our sexual health providers work with children and young people in various schools and collages in order to improve their knowledge, attitude and behaviour /skills on sexual health and healthy relationships. Topics include: Consent, preventing sexually transmitted infections, healthy relationships, HIV awareness, contraception, intimate photo sharing, media and porn literacy etc

Multi-Agency Group Suicide Prevention

Oxfordshire has a number of initiatives focusing on promoting wellbeing and this is led by the Mental Health Prevention Concordat Partnership. We have also recently launched mental wellbeing and suicide awareness training for local communities and are providing grants to community initiatives for key groups at risk of poorer wellbeing.

Fire & Rescue Service

In 2024, we will be implementing Risk Profiling across Oxfordshire. This approach enables operational crews to take charge of the appropriate prevention activities, knowing that the safety messages will make a difference in improving people's safety and to deliver reliable and relevant safety messaging to our communities.

What the Board did to towards the priorities

Responding Swiftly When Harm Occurs

- This priority has been the one that has had the least work done at present as the work within it is mainly reliant on work from other priorities being completed first.
- The Performance, Information & Quality Assurance (PIQA) subgroup of the Board have reviewed and updated the dataset that they scrutinise. There is still work to do on making this scrutiny as effective as it can be so that patterns are identified earlier so they can be acted upon before they develop into a significant issue.

What the Board Partners did to towards the priorities

Responding Swiftly When Harm Occurs

Oxfordshire County Council

In the last year we have worked hard to reduce the response times when the team receives safeguarding concerns. We are doing this working towards adhering to the local authorities' timescales increasing the number of concerns answered between 1-2 days. Since the end of January 2024 we have introduced a weekly meaningful measures meeting to review the timeliness of all cases across the service

BOB ICB

BOB ICB works alongside health provider organisations to manage cases which require escalation to NHSE to engage regional support and guidance.

BOB ICB supports health providers identified under section 42 of the Care Act, together with cases that reach both the adult social care strategy stage and the Multi-Agency Risk Management (MARM) process.

Thames Valley Police

Robotic process automation is now used in the triage of all adult protection (AP) and domestic abuse (DA) incidents involving adults in order to allow for swift assessment of threat, harm and risk. Secondary research also takes place to determine whether there are linked persons to the subject who may be at risk – including children and other potentially vulnerable adults. A multi-agency working group to monitor progress and implementation is in place.

A new AP governance board has been instigated to ensure that any risks and themes are identified early – this board is internal but is chaired by a local policing lead and feeds into the TVP vulnerabilities strategic group. Similarly, the DA and RASSO governance boards also identify similar risks and feed into the same strategic group to ensure join-up. TVP MASH have received an uplift in funding to allow recruitment of 10.5 additional staff at various bands. Op Yearn, which began in August 2023 has also allowed for the temporary flex of officers into the MASH to reduce AP and DA queues – reducing outstanding numbers from around 1700 each to 200. The triage process (see above) now means high and medium risk AP/DA incidents are triaged and shared with partners within 24 hours of identification.

What the Board Partners did to towards the priorities

Responding Swiftly When Harm Occurs

Oxford Health

All s.42 safeguarding concerns are triaged daily by a senior social worker and actioned within 48 hours. The s.75 establishment continue to achieve 100% in managing safeguarding enquiries within 12 weeks (as set by the local authority).

Engagement in Homeless mortality review process.

Introduction of Patient Safety Incident Response Framework (PSIRF) which include learning huddles to identify learning quickly.

OUH

The OUH identifies cases of harm on a day to day basis through staff, incident reporting and referrals directly to the team. This ensures a timely referrals and escalations to partner agencies as required.

Response is timely for section 42 enquiries, and request for information request. Any learning from reviews are disseminated across the Trust.

Cherwell District Council

Internal safeguarding reports are monitored, reviewed and patterns or themes are identified and discussed with relevant services, OSCB/OSCB/ DSL/ DA partnership/ Neglect Panel.

Any concerns are discussed in the contract monitoring meetings, we also ensured that the provider was involved in the Cherwell Operations Group meetings.

Where they are connected to the multi-agency discussions about concerns and could report into this forum, their interactions with the clients they meet during the outreach .

All front-line staff have completed compulsory safeguarding training and additional bespoke training such as handling suicidal calls.

AgeUK

Redesigned our staff and volunteer training programme to improve recognition of harm and quality of response.

What the Board Partners did to towards the priorities

Responding Swiftly When Harm Occurs

Oxford City Council

Increased referrals to ambulance service for mental health assessments following Right Care, Right Person policy

Exceptional Circumstances Panel utilised in cases of high risk DA. One such case resulted in a two bedroom property away from the City was offered within days and target harm was arranged at the new property.

Internal learning reviews conducted to explore potential learning opportunities

Whole-council approach to ensure all concerns are identified and responded to, using appropriate information sharing

South & Vale District Councils

South Oxfordshire and Vale of White Horse District Councils provide support for vulnerable people for example, rough sleepers and victims of ASB through our Joint Tasking Meetings, exceptional case conferences.

We respond promptly to any concerns raised, managing processes such as Domestic Homicide Reviews and engaging in Child Safeguarding Practice Reviews.

Learning is shared internally to support staff and prevent harm reoccurring.

All safeguarding concerns are reviewed, monitored and escalated as appropriate. Where these do not meet the threshold of matrix the cases are managed through internal processes to ensure the individual is kept safe and supported.

West Oxfordshire District Council

An online system for raising issues of concern has been implemented that immediately sends alerts to the safeguarding team there is an issue to triage and support appropriately. There has been an active ongoing case of concern relating Modern Slavery with a Care Service provider which involved immediate attention from the Council's HMO Licensing Team.

There have been instances where an escalation of a concern has been required resulting in a MARM with active engagement across our service teams. The safeguarding team conducts monthly supervision on cases and follow up on outcomes where possible to ensure cases are escalated and progress through the correct channels.

What the Board Partners did to towards the priorities

Responding Swiftly When Harm Occurs

Probation Service

Probation Staff use recall back to prison, variation of licence conditions, GPS tagging, Polygraph, Probation hostels and a range of other measures to manage emerging or escalating risk.

We have made links with links with Oxford University Hospitals to rapidly share information on individuals who may pose a risk of harm in emergency departments or other medical settings.

We commission Serious Further Offence enquiries in the event that someone under our supervision commits a serious offence and we share learning across our staffing group.

We respond promptly and engage with other enquiries, such as the SAR process for homeless deaths and share learning across our staffing group.

Combatting Drugs Partnership

Public health lead on the Local Drug Intelligence System which provides rapid alerts to contaminated batches of drugs, reducing the potential harm by reducing the use of these drugs.

Fire & Rescue Service

OFRS plays a crucial role in making our communities safer. Whether it's preventing and protecting people from fire and other risks or responding swiftly and effectively when incidents occur, the work is vital for public safety. Fire crews are also well trained to identify concerns and manage safeguarding referrals.

Multi-agency Group Suicide Prevention

Oxfordshire has a real time surveillance system to ensure that bereaved families and friends are provided with immediate supportive signposting and support. We are also able to monitor emerging methods, clusters and high-risk groups to provide support. As a partnership we have worked in local communities to provide targeted support when required. This has included working with district councils, parish councils, workplaces. We also work closely with the coroners to ensure there is sensitive media reporting on suicides to minimise the impact on communities.

What the Board did to towards the priorities

Engaging Effectively with People at Risk

- The Engagement Subgroup has grown and now welcomes a wide range of organisations. The majority of those who are in attendance are not represented at the Board but work extensively with adults with care and support needs in Oxfordshire. The advocacy organisation in Oxfordshire (VoiceAbility) are also a member, replacing the former advocacy organisation.
- There is still more work to be done against this priority, particularly ensuring that this work is done in a way that is respectful of the experience of people at risk.
- The presentations of cases at the Full Board (mentioned earlier in this report) is another step towards ensuring that the voice of people at risk is heard at this senior level.

What the Board Partners did to towards the priorities

Engaging Effectively with People at Risk

Oxfordshire County Council

An audit in summer 2023 indicted that Making Safeguarding Personal outcomes whilst well reported at the end of an enquiry were not always sought at the initial information gathering stage. In the last year we have undertaken MSP audits and established a duty enquiries pod. A recent sample audit of closed cases indicates significant improvement in duty enquiries where the persons views and wishes are recorded or an identified plan as to which appropriate partner will make contact with the person is in place.

BOB ICB

BOB ICB commissions All Age Continuing Health care services and supports risk assessing placements and flexing if the needs of the client are not met. BOB ICB works in collaboration with all health systems, police and social care partners as part of both statutory and non-statutory review work, by triangulating information, including urgent escalations and embedding system learning.

TVP

TVP Oxfordshire will be moving to a new policing model in 2024, whereby the existing 3 local policing areas (LPAs) will merge to create one county-wide local command unit (LCU). This unit will, as part of its remit, focus on those individuals (children and adult) most at risk of harm and allow effective engagement with them and partners to reduce identified risks. This structure will allow consistency and clarity around engagement. Additionally, neighbourhoods teams will also feed into the adult safeguarding processes, ensuring ongoing engagement to mitigate against longer term problems/issues.

Officers and staff across Oxfordshire have had refreshed inputs around ensuring capturing concerns correctly, with a view to improving the quality of information provided by officers attending incidents into the MASH process. Within the custody environment as part of the Custody 2025 project, TVP has changed its approach to information sharing – moving to a presumption of data-sharing to proactively offer support to those at risk. TVP is the first force to collaborate with charities to proactively offer details of those at risk rather than seek permission. Pilots have taken place across the force, but in Oxfordshire this is running in Abingdon custody in partnership with the Maslow Foundation, to ensure a proactive offer of support is made to every female detainee. Work is ongoing to expand this process with other agencies to allow focus onto other risk groups.

What the Board Partners did to towards the priorities

Engaging Effectively with People at Risk

Oxford Health

The s.75 establishment use Making Safeguarding Personal and the six principles of safeguarding to ensure that people at risk of abuse and neglect are at the centre of safeguarding meetings and plans. Our safeguarding investigations and plans attest this.

Working as part of a Thames Valley Crisis Project to implement Mental Health Response Vehicles (MHRVs) across the Thames Valley – and will be a mobile health-based blue light response to MH crisis.

Working with system partners to continue to build and adapt the out-of-hospital care team model (homelessness from inpatient care) which has been receiving national recognition and being held up as exemplar service.

Introduction of Keystone Mental Health and Well-being Hubs which are a one stop shop to support mental health and wellbeing and include Primary Care Mental Health Team.

OUH

The OUH works in collaboration with partner agencies to ensure identification and effective risk management of any concerns raised.

Weekly triangulation of incidents, complaints, claims, safeguarding and inquests takes place to provide assurance and follow up as required.

AgeUK

Supported the refresh of the Board's Engagement Subgroup and the development of the action plan to improve engagement.

What the Board Partners did to towards the priorities

Engaging Effectively with People at Risk

Cherwell District Council

Cherwell district council frontline service have safeguarding champions who can triage concerns at point of contact. Informed experienced designated safeguarding leads in place, with continued improvement and training plans implemented across the teams.

People of risk often present in various ways however, the majority of these can be by phone call to housing & customer service. There is a percentage of these who will present as homeless, all staff are trained on dealing with making referrals and signposting to services for people at risk or in crisis.

Food poverty has been recognised as a risk in Cherwell and there are various programs and mechanisms to support those most in need.

Oxford City Council

The ASBIT case manager does not have a live ASB case but remains in weekly contact with a tenant who has enduring mental ill health. The tenant is under the care of the Warneford Hospital. They call the ASBIT case manager every week. The phone call is for someone to talk to but also to provide reassurance that they will not lose their social tenancy with Oxford City Council.

The ASBIT case manager speaks to a male tenant every week to support him with his engagement with Turning Point and Hospital. He is constantly causing anti-social behaviour which has led to him receiving a Notice of Seeking Possession (NOSP). The ASBIT case manager does not want him to lose his tenancy so actively engages with him every week to encourage and support him to get the right support to change his behaviour which will enable him to remain housed.

A female tenant spoke to the ASBIT Case Manager and learned she had cut her wrist. The case manager was able to find her CPN on the Aspen Team. The case manager explained the situation so the CPN could get the female urgent support. The Police had raised also raised an adult protection. The female told the case manager she was in crisis and the Aspen Team are working with her for a meds review. The female did receive the appropriate response and support. The case manager then made a referral to the Tenancy Sustainment Team so the female could have additional support to maintain her tenancy. Project developed to identify and respond to vulnerable females at risk, part of this project focuses on engagement with the females

What the Board Partners did to towards the priorities

Engaging Effectively with People at Risk

South & Vale District Councils

South Oxfordshire and Vale of White Horse District Councils' Wellbeing and Housing Teams support 'Homes for Ukraine', Afghan families and residents struggling with the cost of living or struggling with day-to-day life to access local services and appropriate support.

Our Community Safety Team resolve issues of ASB, providing mediation and coordinating action to prevent issues from escalating.

Our Senior Management Team are committed to staff wellbeing to ensure any concerns raised in either their work or personal life is managed, and they receive the support they need.

West Oxfordshire District Council

The Community Wellbeing and International Migration Teams are engaged in many activities within the local community and share knowledge and experience with other service areas such as Housing, Disabled Facilities Grants and Client Support to help residents to receive access to appropriate support agencies and professionals.

The Safeguarding Team and Service Managers ensure that risks to staff are mitigated and that their wellbeing is supported when they are involved with an issue of concern or personally.

Fire & Rescue Service

As a service we treat every visit/call as individual and tailor our response accordingly. Examples of this are our Threat of Arson visits, Fire Setter Interventions, Joint agency visits with health and social care.

Our roll out of the Risk Profiling will further develop our engagement with those most at risk in our community.

What the Board Partners did to towards the priorities

Engaging Effectively with People at Risk

Sexual Health Action Partnership (SHAP)

In addition to working with children and young people as mentioned above, our sexual health providers directly engage with various at-risk- groups providing outreach services in order to promote good health and prevent harm . e.g of population covered: MSM, commercial sex workers, BAME communities, asylum seekers in temporary accommodations, homeless population, substance users etc.

Multi-agency Group Suicide Prevention

Samaritans have worked closely with the rail network locally to train staff to talk with passengers they are concerned about. The Men's Health Partnership are providing health and wellbeing events across the county. There are also organisations in place that provide 1:1 support for people at risk such as The Cornermen Project and Safe Haven.

Probation Service

Our Probation Victim Liaison Unit work closely with victims ensuring they are aware of developments and can have a voice in plans to keep them safe.

We are represented at all MARAC meetings across Oxfordshire.

We routinely refer people on probation who themselves may be at risk from others to MARMM, MARAC, ASC,

We work closely with the Anti-Slavery Coordinator with respect to specific cases presenting vulnerabilities to exploitation.

We have a specific women's team with women only reporting times, specific training to ensure effective engagement and management of this vulnerable group.

We have a designated manager who liaises with youth justice teams to ensure smooth transition to adult probation services

We have developed better collaboration with Adult Social Care at MAPPA meetings at all levels to better understand issues and find solutions to the most complex and urgent cases in the community.

Data Headlines

The key figures of the number of safeguarding concerns and safeguarding enquiries carried out in Oxfordshire during 2023-24

	MEASURE	2024	2023
	Safeguarding Concerns	6581	6770
	Section 42 Safeguarding Enquiries	1484	1921
	Conversion Rate	23%	28%
	Number of Section 42 Enquiries / Number of Concerns		
	Average enquiries per individual	1.14	1.11
	Number of Section 42 Enquiries / Total number of individuals involved in Section 42 Enquiries or Other Enquiries		

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Data Headlines

Detail of the changes we have seen in safeguarding concerns and enquiries – Top and Bottom five

Service	Concern change	Service	S42 Enquiry Change
Police	-69 (drop of 11.9%)	Ambulance	-105 (drop of 46.5%)
Ambulance	-60 (drop of 6.6%)	Family	-52 (drop of 28.2%)
Housing	-60 (drop of 18.9%)	Care Home	-42 (drop of 44.2%)
Other Local Authority	-60 (drop of 45.8%)	Police	-33 (drop of 24.6%)
Family	-46 (drop of 10.2%)	Friend/Neighbour	-28 (drop of 58.3%)
Children's Social Care	+10 (increase of 142.9%)	Informal Carer	-3 (drop of 42.9%)
Health – Hospital	+23 (increase of 7.3%)	Children's Services – Education	-1 (drop of 33.3%)
Health – Other	+31 (increase of 8%)	Children's Services – Other	+1 (increase of 200%)
Adult Social Care	+47 (increase of 22.2%)	Children's Services – OCC	+1 (increase of 100%)
Provider Agency	+204 (increase of 18.8%)	Adult Social Care	+10 (increase of 10%)

“analysis of safeguarding data to better understand the reasons that lie behind local data returns and use the information to improve the strategic plan and operational arrangements” Care Act Guidance

Data Headlines

- The location of risk has seen no significant change
- There has been no significant change in the demographics of those with an enquiry.
- The risk outcomes have shifted from risk reduced to risk removed (risk removed now 30% from 24%). The percentage of enquiries where risk remained increased slightly from 5% to 6%.
- The percentage of people who lacked capacity and were supported by an advocate fell from 80% to 74%
- The source of risk 'unknown to individual' increased from 19% to 31%, with a reduction in both service provider and known to individual.

What the data is telling us

The total number of safeguarding concerns received in **23/24 was 6581**, a slight decrease from **6670 in 22/23**. These concerns involved **4700 people**, of whom **1107 had concerns raised in both years**.

The proportion of concerns that led to enquiries decreased from **28.8% in 22/23 to 22.25% in 23/24**, with care providers (including care homes) remaining the highest source of referrals in 23/24 accounting for 29% of all referrals. To understand this further audit work has been commenced to review decision making at the triage stage of concern. **10% of care home concerns were audited for Q3** and found that decision making by the safeguarding team was correct and in line with statutory guidance. This is indicative that further training and support with care providers would be beneficial in reducing the number of inappropriate referrals.

The number of **completed enquiries also decreased by 22% in 23/24**. A number of factors have contributed to this figure. It is noted that where **detailed information is gathered when a concern is received** this is not being recorded as an enquiry. To address this, **the pathways in the Liquid Logic Care records system have been redesigned** to ensure that work undertaken by the team is rightly captured as enquiry activity and thus we would expect to see an increase in the number of completed enquiries in 24/25 once this is live in Q3.

What the data is telling us

Throughout the last 12 months, there has been a robust focus on improving safeguarding performance. This included the closure of inappropriate or historic cases throughout 22/23 still open. This has been a significant achievement for the team illustrated by the fact that in **July 2023 there were 527 open enquiries with 268 of these open over 12 weeks.** As of **July 2024, there are 183 open enquires with only 13 over 12 weeks.** Historically there have been waits for an allocated officer to complete an enquiry. To overcome this, allocations were made across adult social care teams where the person was already known to a social worker which provided rapid resolution of longstanding cases and positively ensured continuity of worker. This not only improved the experience for the person but ensured that safeguarding is everybody's business and that all teams participate in the safeguarding duty. This targeted work also identified, that enquiries would often remain open beyond the remit of the safeguarding intervention where a **complex case management approach** would be more appropriate from one of the locality teams. Therefore, closure to more appropriate intervention has also contributed to the overall reduction in enquiry numbers. This will need careful consideration throughout the coming year, in view of the data indicating 1107 people who have had a concern raised in both years. **Audit focus on decision making** will focus specifically on whether the person has had a previous concern and whether safeguarding duty can and should add a more robust approach to the persons situation as opposed to a case management approach.

What the data is telling us

To ensure robust decision making **further detailed audits** are also planned to review reductions in the number of concerns that do not progress to enquiries specifically in the areas of referrals from Police, Ambulance and those raised by friends or family, This will be an area for Performance Information and Quality Assurance subgroup to scrutinise over the coming year.

A number of workshops have been completed in relation to **Making Safeguarding Personal (MSP)** across the service. Whilst MSP scores remain strong at the closure of an enquiry, the team identified that outcomes were not always robustly sought at the very beginning of the enquiry process. Regular “dip audits” now show that the introduction of the enquiry pod and the focus on MSP means that people’s views are now being sought at the very beginning of the safeguarding episode.

Overall, the County Council Safeguarding Team’s performance has improved significantly but will require close monitoring to ensure that enquiry rates remain proportionate to individual circumstances and that data continues to inform areas requiring qualitative exploration.

What case reviews are telling us

During 2023-24, the Safeguarding Adults Board did not sign off any **Safeguarding Adult Reviews**. However, this does not mean the Board has not been completing reviews or learning from serious incidents.

There were **7 referrals** for cases to consider during the year, of which **2** have gone on to be Safeguarding Adult Reviews.

Additionally, there were **3 reviews** already open.

Finally, 9 deaths were reviewed under the **Homeless Mortality Review** process. These are reviews conducted under the discretionary Safeguarding Adults Review framework where the person was experiencing homelessness at the time of their death and where the circumstances do not meet the mandatory Safeguarding Adults Review criteria.

The following pages contain the learning from these currently unpublished reviews.

What case reviews are telling us

Adult L: this discretionary Safeguarding Adults Review (SAR) was initiated following a referral from Adult Social Care. Adult L and Adult M were a private couple who sought to live out their days without the intervention or interference of services, which was clearly documented across agency records. Friends and neighbours were raising concerns about the couple and this continued when Adult L was living alone. There were a number of agencies actively working with Adult L around the time of his death and his needs appear to be well documented. In his last two weeks, Adult L did finally accept that he was not managing well and accepted the offer to find him a care placement, which was being arranged at the time of his death.

Learning Points:

1. There appeared to be a reliance on informal sharing when formal sharing (e.g. a Safeguarding Concern) may have been more appropriate.
2. In adopting a strengths-based approach, it may be that Adult L's limitations to care for himself were not fully appreciated.
3. There appeared to be a lot of activity by professionals but the evidence of this having a positive impact is limited. It may be that a coordinated multi-agency response, bringing together the professionals involved could have offered some alternative options for working with Adult L.
4. Capacity assessments are not clearly documented when references were made to Adult L lacking capacity.

One Reflective Thought for Workers: Impact and Consequence – what is the likely impact of my decision/action? Is this likely to affect anyone else in the family/household? What can I or other agencies, singularly or together, do to mitigate any negative impact?

One Key Lesson for Organisations: Supporting the Frontline - How are we supporting frontline workers who are working with complexity? Are we offering enough time to reflect on practice and enough constructive challenge to ensure we are doing all we can within our resources and have considered the possibilities of multi-agency options?

What case reviews are telling us

Adult K: this discretionary Safeguarding Adults Review (SAR) was initiated following a referral from the Church of England following a review into the death of Adult K. Adult K took his own life on the day he was due to appear in court in regard to historic child abuse allegations made against him. The question was asked in the report of whether Adult K's death should've been referred for a SAR at the time it happened.

On the basis of the information shared for purposes of this SAR, it does not appear that there are significant concerns about how organisations worked together to safeguard Adult K and there are no systemic issues that can be identified from the information provided. There is ample evidence that the agencies interacting with Adult K were working in line with expected practice of the time. There are many examples of good practice in regard to timely referrals between agencies. The regular engagement and thorough work done by the GP Practice is of particular note. Some agencies were unable to provide a complete account of their work due to recording issues and the accessibility of historic information. However, when the information provided from all agencies is reviewed as a whole, there are no indicators that the content that was unavailable is of significance to this review.

One Reflective Thought for Workers: Risk Management - does this information/observation/interaction indicate the person is at an increased risk of harm? If so, how am I mitigating the risk? Who else am I sharing this information with to help mitigate the risk?

One Key Lesson for Organisations: scanning and uploading documents to electronic recording systems is only helpful if the documents are legible afterwards so a check should be done to ensure this is the case before destroying the original document.

What case reviews are telling us

Adult M: this discretionary Safeguarding Adults Review (SAR) was initiated following a referral from Adult Social Care. It concerns a historic death (occurred in 2017) that was revisited after a recent court case concerning neglect by the carers of Adult M leading to his death.

Given the amount of time that had passed since Adult M's death, the Author was asked to review the information assembled for the court case, pull out any learning points based on the practice in the information and then use these to lead a practitioner workshop to assess how a similar case would be approached today, highlighting any areas that still required development.

Findings:

1. The Board should assure itself that how Professional Curiosity and Self-neglect are explained in guidance (internal and multi-agency) and how organisations ensure this is embedded in practice is clear
2. Organisations should consider ways of gathering information about the person's history beyond the presenting issue to help frontline workers identify changes over time that might require further exploration, e.g. by developing a pen portrait of the person.
3. Those involved in this process fed back that it felt valuable and constructive and would recommend further reviews producing shorter reports that were more accessible.

One Reflective Thought for Workers: Risk Management - does this information/observation/interaction indicate the person is at an increased risk of harm? If so, how am I mitigating the risk? Who else am I sharing this information with to help mitigate the risk?

One Key Lesson for Organisations: scanning and uploading documents to electronic recording systems is only helpful if the documents are legible afterwards so a check should be done to ensure this is the case before destroying the original document.

What case reviews are telling us

Steffeny: this homeless mortality review (a discretionary safeguarding adults review) was initiated following her death in 2022. She had a degree in psychology and worked for a time in Childrens Services. She struggled with her mental wellbeing from a young age, attempting to take her own life twice (once at 17 and again in her 20s). On the first occasion she was hospitalised briefly. The second attempt occurred while under a Section, where she attempted to hang herself. The time without Oxygen caused a trauma to her brain, leaving her needing to re-learn how to walk, talk, write & remember. She moved to Oxford to marry her partner around 2016. In 2022 she was sectioned again following a domestic abuse incident. She was discharged from hospital a month later and placed into temporary accommodation. In early December 2022, her husband advised her that he was proceeding with a divorce. Steffeny didn't share this information but continued to engage with support, including spending time in mid-December making Christmas decorations with staff and other residents. She had plans to meet with the Adult Mental Health Team and with the Housing Team at Oxford City Council the following week. Before this happened, Steffeny took her own life by hanging.

Findings:

- The agency supporting Steffeny in this accommodation were not aware of any previous attempts of suicide. This information was not provided on the referral form or on any additional documentation.
- Organisations supporting people in shared, temporary accommodation, with a 'No Visitor' policy should ensure a robust, person-centred plan is in place, to look at how to combat loneliness for residents.

If you do one thing: 'Think about Risk' Assess incoming referrals thoroughly and confirm with referring organisations, that they have shared all risk information with you. This is not to avoid working with people who present with risks, but to understand the best way to support and work with them. Be open with the individual about concerns and involve them in the risk/safety planning. Collaborate with the other relevant agencies who are involved with the person, to ensure you all have a full understanding of the plan.

What case reviews are telling us

“Adam”: this homeless mortality review (a discretionary safeguarding adults review) was initiated following his death in 2023. He was well known amongst the community and remembered as a very happy-go-lucky person, even when drinking and never aggressive towards staff. Adam had a history with criminal justice services, being first convicted in 1996, last convicted in 2016. Between 2005 and 2016 he was in and out of prison for domestic violence offences. His health needs were significant and complex. He lost the use of his right hand after an accident that caused damage to his shoulder. He struggled to access health support around this & was at risk of losing his hand. He was alcohol dependent and had korsakoff syndrome. He also had a diagnosis of spinal haematoma. He also had a historic diagnosis of schizophrenia and experienced low mood, depression and anxiety. It was noted that Adam focused on access to pain relief medication, rather than attending follow-up appointments to address the underlying issues (such as medical appointments and physiotherapy).

Findings:

- Outreach work with rough sleepers – some areas make the outreach worker’s role more challenging. While it was noted that the anti-social behaviour team at Oxford City Council do an excellent job to support them, there are only two Officers.
- Professional Curiosity & Trauma Informed Approaches – There was potential for better outcomes in some instances if staff were a little more curious and followed through with calls to agencies to better understand the person, their background and needs.
- Involving Family - Adam’s mother said that during the times Adam would return home, she felt very alone and unsure how best to help and support him. She realised he would be ill if he did not drink, but it felt wrong to be handing him a bottle of alcohol. She did not fully understand his needs or what the signs of danger were for him if the drinking continued.

If you do one thing: ‘Think Multi-agency working’ When there is more than one agency working with a person, then all the agencies will benefit from a clear understanding of each other’s roles and a joint plan, on how best to support the person with whom they are working. This would avoid duplication of work and support a joined-up approach, with the sharing of risk and help avoid confusion of roles for the service user.

What case reviews are telling us

“Ben”: this homeless mortality review (a discretionary safeguarding adults review) was initiated following his death in 2023. Ben trained in Italy to be a Chef and upon returning to the UK worked in bars and restaurants as a Chef. It was at this point he started using drugs. Following the death of a friend, he entered rehab and moved away from the area to Oxford, where he worked in an Oxford College as a Chef. Ben developed mobility issues and required aids to mobilise himself. He was admitted to hospital after a fall. It became apparent he was being financially exploited by his Landlord and was living in a poor condition. He was accepted as homeless after this and moved to homeless support accommodation outside the city. He was found dead in his accommodation and the cause of death noted as multi-drug toxicity.

Findings:

- It appears that some organisations were unclear of each other’s roles and more precisely what they were not able to do or provide.
- It was noted that the embedded housing workers (from oxford city and from the out of hospital care team) perform a vital role and work hard, but they have a limited capacity.
- It was stated that getting medication for people when they are in temporary accommodation is difficult. Trying to get ‘Ben’s prescriptions to a local pharmacy, considering his location and his need to change GP practice etc, caused extra work for the substance misuse service.

If you do one thing: ‘Think planning’ When planning to place people into any accommodation, especially temporary accommodation (that does not have cooking facilities), agencies must fully understand, what it will be like for every individual. Consideration should be given to its location and their support needs, abilities, mobility, access to funds, medication and transport.

What case reviews are telling us

“Carol”: this Homeless Mortality Review (a discretionary Safeguarding Adults Review) was initiated following her death in mid-2023. Carol had a number of health issues and a history of alcohol dependency. She had also experienced a lot of trauma, including domestic abuse and multiple miscarriages. The miscarriages, which were contributed to by liver cirrhosis, Diabetes and a congenital kidney disease, were often a trigger for returning to drink dependency. Due to Carol being a very private person, not all organisations were aware of who else was supporting her, which also meant that relevant information/knowledge was not shared across these services.

Findings:

- Communication – find out the best way to communicate with the individual you are working with (according to their likes, needs and ability).
- Health needs – what are they? How can you support them? Are there signs and symptoms you should be aware of? Do you have consent to discuss with medical personnel, should the person want that?
- Understanding trauma - use the information you have and consider the triggers people experience that can lead them into negative coping strategies (such as alcohol use).

If you do one thing: ‘ask more questions’ - in order to help you to understand how you can work with people, to suit their needs, remember your ‘6 best friends’ ...who, what, where, when, how & why? Maximise your time with them and get their consent to work with the other agencies who they are linked to, as a team.

Other Work Partners are Bringing to the Board

Modern Slavery case presentation
South Central Ambulance Service

LGA Peer Review & outcome
Oxfordshire County Council

*Homelessness Strategy &
Action Plan Update*

**Prevention of
Homelessness Director's
Group**

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*Patient Safety in the NHS
(PSIRF Framework)*

**BOB Integrated Care
Board**

Right Care, Right Person
Thames Valley Police

Carer's Strategy

Oxfordshire County Council

*Safeguarding Adults Collection
(SAC) national data return*

Oxfordshire County Council

*An overview of Public Health:
what we do and how we do it*

Public Health

*The Future of Learning
Disability Death (LeDeR)
Reviews*

**BOB Integrated Care
Board**

PRIORITIES FOR 2024-25

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1. *Learning and development to have a higher focus in 2024-25 as there are a number of workstreams identifying learning so more focus on embedding the learning and measuring its impact. Sources of learning include:*
 1. *The number of our own reviews being published*
 2. *The findings from the 2nd SAR national analysis*
 3. *The dataset from PIQA, which gives clear indications of what areas are either being under-reported or are poorly understood*

2. *The Board reconsiders the strategy overall, framing the priorities against the impact they are expected to have on the people of Oxfordshire*
 1. *For example, theme two might become “The Prevention of Abuse and Neglect” with a desired outcome of “Adults at risk are identified early and have their needs met promptly and effectively.”*

**Work Programme 2024/2025
People Overview and Scrutiny Committee**

Cllr K Mallon, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

COMMITTEE BUSINESS

Topic	Relevant strategic priorities	Purpose	Type	Report Leads
19 September 2024				
OSAB Annual Safeguarding Report	Prioritises the health and wellbeing of residents; work with local businesses and partners for environmental, economic, and social benefit; support carers and the social care system.	To understand trends in performance	Overview and Scrutiny	Cllr T Bearder Karen Fuller Steven Turner
Deprivation of Liberty Safeguards	Prioritises the health and wellbeing of residents; work with local businesses and partners for environmental, economic, and social benefit; support carers	To consider the current situation	Overview and Scrutiny	Cllr T Bearder Karen Fuller Victoria Baran Lorraine Henry

	and the social care system.			
7 November 2024				
16 January 2025				
20 March 2025				

Suggestions for the Committee's scrutiny include:

- *Inequalities;*
- *Prevention;*
- *CQC Assurance;*
- *Recruitment and retention;*

SUB GROUP / WORKING GROUP

SUB GROUPS / WORKING GROUPS				
Name	Relevant strategic priorities	Description	Outcomes	Members

BRIEFINGS FOR MEMBER INFORMATION

BRIEFINGS				
Name	Relevant strategic priorities	Description	Outcomes	Members

Division(s): N/A

CABINET – 17 SEPTEMBER 2024

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

Cabinet, 15 October 2024

<p>▪ Capital Programme and Monitoring Report (August Monitoring) Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.</p>	Cabinet, 2024/222 - Cabinet Member for Finance
<p>▪ Local Flood Risk Management Strategy Update Agreement to the Draft Strategy in advance of public consultation.</p> <p>Under the Floods and Water Management Act 2010, Oxfordshire County Council in its role as the Lead Local Flood Authority must prepare a Local flood Risk Management Strategy covering local sources of flooding. The Council already have an existing strategy and this paper and attached strategy is an update to this strategy to cover statutory and non-statutory responsibilities and to provide a framework for managing the local sources of flooding.</p>	Cabinet, 2024/229 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
<p>▪ LTCP Monitoring Report To provide cabinet with an update on progress made to deliver the LTCP and agree minor updates to the document. The LTCP was adopted in July 2022 and included the commitment to publish annual monitoring reports. The first annual monitoring attended cabinet in October 2023 and it is proposed the next annual monitoring report attends cabinet in October 2024. The report will provide cabinet with an update on progress made to deliver the LTCP and performance against the KPIs and headline targets. There are also minor wording amendments suggested for agreement.</p>	Cabinet, 2024/231 - Cabinet Member for Infrastructure and Development Strategy, Cabinet Member for Transport Management
<p>▪ Budget and Business Planning Report To provide background and context to the budget and business planning process for 2025/26.</p>	Cabinet, 2024/218 - Cabinet Member for Finance

<ul style="list-style-type: none"> ▪ Oxfordshire Safeguarding Children's Board Annual Report 2023-24 To note the report and its conclusions. 	Cabinet, 2024/248 - Cabinet Member for Children, Education & Young People's Services
<ul style="list-style-type: none"> ▪ Oxfordshire Safeguarding Adults Board Annual Report 2023-24 To note the report and its conclusions. 	Cabinet, 2024/247 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Delegated Powers Report for July to September 2024 To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in. 	Cabinet, 2024/246 - Leader
<ul style="list-style-type: none"> ▪ Local Aggregate Assessment for 2023 To seek approval of the Local Aggregate Assessment for 2023 	Cabinet, 2024/279 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
<ul style="list-style-type: none"> ▪ Future Model for Local Economic Planning Agrees the future model for Local Economic Planning 	Cabinet, 2024/278 - Leader, Cabinet Member for Infrastructure and Development Strategy

Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 10 October 2024

<ul style="list-style-type: none"> ▪ Household Waste Recycling Centre Network: Introduction of Booking System To seek approval for a booking system to be implemented across the Household Waste Recycling Centre network, requiring residents to prebook before visiting these facilities. 	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future
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	<p>Generations, 2024/269 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations</p>
<p>▪ Household Waste Recycling Centres (HWRC) - New CCTV provision with ANPR cameras</p> <p>To approve installation of new enhanced CCTV system across all HWRC's. including new ANPR (Automated Number Plate Recognition)</p>	<p>Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/056 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations</p>
<p>▪ Incineration of Waste Upholstered Domestic Seating Containing Persistent Organic Pollutants - Contract Variation</p> <p>From 1 January 2023 new regulations from the Environment Agency required waste upholstered domestic seating (WUDS) that is contaminated with persistent organic pollutants (POPs) to be incinerated to destroy the POPs and prevent their escape into the environment. Landfill of this waste is no longer permitted.</p> <p>Due to the late publication of the regulations before implementation, arrangements with our contractors were put in place at very short notice for the shredding and haulage of WUDS, and incineration of WUDS at Ardley ERF under the residual waste treatment contract with Viridor. Continued spend under the Viridor contract has met a key decision threshold requiring approval.</p>	<p>Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/254 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations</p>

Delegated Decisions by Cabinet Member for Transport Management, 10 October 2024

<ul style="list-style-type: none"> ▪ Stoke Row: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/176 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Wheatley: Proposed 20mph Speed Limits Part of Phase 3 Countywide Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/175 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stanford-in-the-Vale: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/170 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Letcombe Regis: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/151 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shutford: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/169 - Cabinet Member for Transport Management

<ul style="list-style-type: none"> ▪ Goddington: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/161 - Cabinet Member for Transport Management</p>
<ul style="list-style-type: none"> ▪ Stadhampton: Proposed 20mph Speed Limits Part of Phase 3 County-wide Speed Limits Project. 	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/123 - Cabinet Member for Transport Management</p>
<ul style="list-style-type: none"> ▪ Hampton Gale & Poyle - Bicester Rd and Adjacent Roads - Proposed 40mph Speed Limits To seek approval for the change of speed limits on Bicester Rd and adjacent roads in Hampton Gale & Poyle 	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/251 - Cabinet Member for Transport Management</p>
<ul style="list-style-type: none"> ▪ A420 Faringdon and Shrivenham Bypasses - Proposed 50mph Speed Limit To seek approval for the change of speed limits on the A420. 	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/250 - Cabinet Member for Transport Management</p>
<ul style="list-style-type: none"> ▪ Cholsey: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/191 - Cabinet Member for Transport Management</p>
<ul style="list-style-type: none"> ▪ Drayton St Leonard: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	<p>Delegated Decisions by Cabinet Member for Transport</p>

	Management, 2024/189 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Eye & Dunsden: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/188 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Highmoor: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/187 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Henley: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/186 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ East Challow: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/184 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Duns Tew: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/183 - Cabinet Member

	for Transport Management
<ul style="list-style-type: none"> ▪ Burford: Shilton Road - Proposed 20mph Speed Limit Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/182 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Glympton: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/181 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Drayton (Banbury): Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/180 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shenington with Alkerton: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/178 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Bus Services Contracts - March 2025 Several bus contracts are due to expire in March 2025 and a decision is required as to whether to proceed to a tender process for reprocurement of these services. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/249 - Cabinet Member for Transport Management

<ul style="list-style-type: none"> ▪ Hardwick with Yelford: Proposed 20mph Speed Limits A decision is sought on the proposed 20mph speed limits. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/262 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Kingston Bagpuize: Proposed 20mph Speed Limits A decision is sought on the proposed 20mph speed limits. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/261 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Thame: Proposed 20mph Speed Limits A decision is sought on the proposed 20mph speed limits. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/260 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Langford: Proposed 20mph & 30mph Speed Limits A decision is sought on the proposed 20mph & 30mph speed limits. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/259 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Oxford City Cycle Parking Improvements 2024 Oxford City Council have a CIL funded City Cycling Infrastructure Fund designated for installing new cycle parking across the City. Cycle parking installed with the fund is required to have community benefit, and therefore need to be publicly accessible. The City and County Councils have been working collaboratively to identify suitable locations for new publicly accessible parking racks, following the compilation of a list of requests from residents, businesses and Councillors. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/257 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Proposed New Controlled Parking Zone - Iffley, Oxford It is the county council's policy to promote new CPZs for Oxford 	Delegated Decisions by Cabinet Member

<p>which are linked to wider strategies for active travel and reducing car use within the city. The Iffley scheme has been agreed with local county councillors and is being funded through capital improvement budgets.</p>	<p>for Transport Management, 2024/256 - Cabinet Member for Transport Management</p>
<p>▪ Oxford - Howard Street Proposed Amendment to a Residential Parking Place to Accommodate Cycle Access</p> <p>a) Approval to remove 5 metres of existing 'No Waiting at Any Time' (double yellow lines) parking restrictions on Howard Street in place of existing 'Permit Holders Only' parking places.</p> <p>b) Approval for the removal of the existing pedestrian guard railing adjacent to the dropped kerb by Flower Lane, with appropriate measures (including signing & lining) introduced to help mitigate the risk of conflicts between pedestrians and pedal cyclists, and a dropped kerb to be installed on the north side of Howard Street in line with the one on the south side.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/255 - Cabinet Member for Transport Management</p>
<p>▪ Rotherfield Peppard: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/177 - Cabinet Member for Transport Management</p>
<p>▪ Holton: Proposed 20mph Speed Limit Extension Part of Phase 3 Countywide 20mph Speed Limit Project.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/174 - Cabinet Member for Transport Management</p>
<p>▪ Cherwell Bus Service Improvement Scheme Approval to move to the next stage, following concerns over the highway impact from the Pipeline Board.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/287 - Cabinet Member for Transport Management</p>

<ul style="list-style-type: none"> ▪ Proposed Zebra Crossing - Faringdon Road, Abingdon <p>The proposal is to introduce a new zebra crossing outside St Helen & St Katherine school.</p> <p>The proposal will improve road safety by providing a safer crossing point for school children at this location.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/284 - Cabinet Member for Transport Management</p>
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Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 10 October 2024

<ul style="list-style-type: none"> ▪ A4095 Realignment - Procurement of Detailed Design <p>The main objectives are to create highway capacity to support the development of 7000 houses and employment at NW Bicester, including facilitating the spine road of the development.</p> <p>A procurement exercise will commence in order to commission detailed design</p>	<p>Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/131 - Cabinet Member for Infrastructure and Development Strategy</p>
<ul style="list-style-type: none"> ▪ Approval to Award Contract in Respect of the Construction/Delivery of Abingdon NC5 Missing Link Active Travel Scheme <p>The scheme has been allocated funding for full project delivery. The contract for preliminary design is expected to cost less than £500k and, as such, does not meet the threshold requiring a Cabinet Member decision. However, the contract for detailed design and construction is likely to exceed £500k and a Cabinet Member Decision is required. A CMD report will seek to ensure authority is in place to enter the forthcoming construction contract for the Abingdon NCN5 Missing Link Active Travel Scheme and to provide assurances that the project satisfies the requirements of Oxfordshire County Council's corporate policies and practices.</p>	<p>Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/272 - Cabinet Member for Infrastructure and Development Strategy</p>

Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety, 1 October 2024

<ul style="list-style-type: none"> ▪ Smoking Cessation Services Commissioning <p>Approval sought to commission a new smoking cessation service for Oxfordshire from July 2025</p>	<p>Delegated Decisions by Cabinet Member for Public Health, Inequalities &</p>
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	Community Safety, 2024/130 - Cabinet Member for Public Health, Inequalities & Community Safety
<ul style="list-style-type: none"> ▪ Oral Health Service Procurement Approve business case to commission a new service as current contract ends on 31/07/25. 	Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety, 2024/282 - Cabinet Member for Public Health, Inequalities & Community Safety

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CABINET
17 September 2024

BUSINESS MANAGEMENT AND MONITORING REPORT
July 2024

Report by the Executive Director of Resources & Section 151 Officer

RECOMMENDATION

1. **The Cabinet is RECOMMENDED to**
 - a) Note the report and annexes.
 - b) Approve the virement requests in Annex B-2a and note the requests in Annex B-2b.
 - c) Approve the use of Homes for Ukraine grant funding as set out in Annex C and authorise the Executive Director of Resources to update funding agreements with the City and District Councils accordingly.

Executive Summary

1. The business management reports are part of a suite of performance, risk and budget documents which set out the council's ambitions, priorities, and financial performance. The [2022 – 2025 Strategic Plan](#) sets out the Council's ambitions. It also shows our priority activities for the current financial year.
2. This report presents the July 2024 performance, risk, and finance position for the council.
3. Further information is provided in the following annexes to the report:

Annex A: Performance as at July 2024.

Annex B: Finance as at July 2024.

Annex C: Homes for Ukraine update July 2024

Annex D: Climate Action Programme update Quarter 1 2024/25

Annex E: Equality, Diversity and Inclusion Action Plan update Quarter 1
2024/25

4. The performance section of this report concentrates on performance exceptions. These are measures reporting Red (off target), or Amber, (slightly off target, Amber for the last two consecutive months or more). The full performance report is included at Annex A.

Performance Overview

5. The Outcomes Framework for 2024/2025 reports on the council's nine strategic priorities. A further priority relates to running the business and includes the customer contact centre and measures included in the council's Financial Strategy. The Outcomes Framework which sits underneath the strategic priorities is comprised of monthly, quarterly, termly, six-monthly and annual

measures which may change as we progress through the year. At the appropriate period, relevant measures will be included in the report.

6. As at the end of July 2024 the performance measures were rated as follows:

July 2024	Green		Amber		Red		Monitoring Only/Data Unavailable		Total
Monthly	13	39%	5	15%	2	7%	13	39%	33
Total	13	39%	5	15%	2	7%	13	39%	100%

Table 1: Summary of July 2024 performance for all measures. RAG = Green = meets or exceeds target, Amber = misses target by narrow margin and Red = misses target by significant margin.

7. A total of 33 measures were reported in July 2024 (Table 1). All these all were monthly measures.

- 13 (39%) of the measures were reported as Green (meeting or exceeding target) in July.
- Five (15%) were rated as Amber (misses target by narrow margin), of which, four were Amber for 2+ months - OCC01.07 Total % of household waste which is reused, recycled, or composted, OCC04.01% of people who received short-term services during 24/25 with no further support requests, OCC10.04 Customer enquiries resolved via telephony contact, OCC10.06 Overall customer satisfaction rates for standard Registration service
- Two (7%) were rated as Red (misses target by a significant margin) -, OCC04.05 % of people transferring from homecare to care homes, OCC10.11 % of Corporate complaints (Stage 1) responded to within timescales.

8. This bi-monthly Cabinet report is the second of 2024/2025. The table (Table 2) below compares monthly measures for the 2024/2025 reporting year. Please note that the number of reported measures fluctuates throughout the year.

Reporting Month	Green		Amber		Red		Monitoring Only		Data unavailable		Total
April 2024	14	44%	3	9%	1	3%	7	22%	7	22%	32*
May 2024	22	58%	6	15%	2	7%	7	18%	1	2%	38
June 2024	32	56%	7	12%	2	4%	9	16%	7	12%	57
July 2024	22	49%	6	13%	4	9%	7	16%	6	13%	45

Table 2: Comparison of monthly reporting measures for Financial Year 2024/2025. *April and June 2024 do not include measures from priority OCC11 (finance).

9. There are two measures reporting as Red for the reporting period. Table 3 lists the performance measures reporting as Red at the end of July 2024. Full details can be found in Annex A.

Performance measures reporting Red for July 2024	
OCC04.05	% of people transferring from homecare to care homes
OCC10.11	% of Corporate complaints (Stage 1) responded to within timescales

Table 3: Red RAG Status Measures July 2024 Reporting Period.

10. This table indicates the direction of travel of monthly measures compared to June 2024.

Status changes – June to July 2024	
Red to Green	Not applicable
Amber to Green	OCC11.10 debt requiring impairment – Corporate debtors
Red to Amber	Not applicable
Green to Amber	OCC01.02 Total number of streetlights fitted with LED lanterns
Amber to Red	OCC04.05 percentage of people transferring from homecare to care homes
Green to Red	OCC10.11 % of Corporate Complaints (Stage 1) responded to within timescales

Table 4: Change in Performance across June to July 2024.

Performance Exceptions

11. This section of the report details all measures reporting Red or Amber status (consecutive for two months or more) with extracted supporting commentary from the Directorate, the full commentary can be seen at Annex A. The exception report focusses on the six exceptions, two measures have a Red rating and the four measure that are reporting an Amber rating for two months or more.

Priority OCC01: Put action to address the climate emergency at the heart of our activities.

This priority has two measures being reported in July 2024: both are reporting as Amber exceptions.



Figure 1: Priority OCC01 Put action to address the climate emergency at the heart of our work. Monthly performance for 2024/2025 financial year

Measure:	June Status:	July Status:	Director:
OCC01.07 Total % of household waste which is reused, recycled, or composted	Amber	Amber	Paul Fermer

Table 5: Priority OCC01 Measure Exceptions - July 2024.

OCC01.07 Total % of household waste which is reused, recycled, or composted.

In May 2024 Defra announced the timescales for implementation of Simpler Recycling reforms for businesses, hospitals and schools by 31 March 2025 and households by

31 March 2026. However, progress of the regulations through Parliament were placed on hold due to the calling of the General election. Oxfordshire County Council are awaiting further information from DEFRA in due course.

Priority OCC04: Support carers and the social care system.

This priority has five measures being reported in July 2024: one is reporting as Green, and one is reporting as Amber, and one is reporting as Red. Two measures are reported as monitoring only.



Figure 2: Priority OCC04 Support carers and the social care system. Monthly performance for 2024/2025 financial year

Measure:	June Status:	July Status:	Director:
OCC04.01% of people who received short-term services during 24/25 with no further support requests	Amber	Amber	Karen Fuller
OCC04.05 % of people transferring from homecare to care homes	Amber	Red	Karen Fuller

Table 6: Priority OCC04 Measure Exceptions - July 2024.

OCC04.01% of people who received short-term services during 24/25 with no further support requests.

Performance is showing improvement from previous years - improving from 57% in 2020/21; 65% in 21/22; 70% in 22/23 and 76% in 23/24.

We are expanding the number of people who receive this service, particularly from hospital as part of our discharge to assess model. This means that people with higher level needs are admitted to the service. Many of these people will have their care needs reduced but may not become fully independent, which is the national measure. So far this year 83% of people who have used this service have seen a decrease in their care needs.

OCC04.05 % of people transferring from homecare to care homes.

We want to support people who need care and support in their own homes for as long as possible. We have supported this by increasing the amount of home care we commission. In the last 12 months the amount of home care we have purchased has increased by 8%; and in the last 5 years by 63%. Fewer older people are permanently admitted to residential care - only 15 authorities (out of 151) made fewer permanent care home admissions in 22/23 (last comparative data) and figures for permanent admissions fell by 3% in the last 12 months and 24% in the last 5 years

Priority OCC10: Running the business – Customer Experience

This priority has 13 measures being reported in July 2024: four are reporting as Green, two are reporting as Amber exceptions, One measure is reporting as Red. A further six measures all relating to complaints categories, are recorded as having no data,

due to no complaints being received relating to these categories.



Figure 3: Priority OCC10 Running the business – Customer Experience. Monthly performance for 2024/2025 financial year.

Measure:	June Status:	July Status:	Director:
OCC10.04 Customer enquiries resolved via telephony contact	Amber	Amber	Louise Tustian
OCC10.06 Overall customer satisfaction rates for standard Registration service	Amber	Amber	Anita Bradley
OCC10.11 % of Corporate complaints (Stage 1) responded to within timescales	Green	Red	Louise Tustian

Table 7: Priority OCC10 Measure Exceptions - July 2024.

OCC10.04 Customer enquiries resolved via telephony contact.

In July, 8975 calls were answered at the first point of contact (74% of the total calls). Compared to June this was 7866 (72%).

Calls resolved at first point of contact will always vary dependant on the nature of calls coming through and the communication with the service areas. We continue to work with service areas to ensure any known issues are briefed out to the CSC staff to avoid having to pass through to the back office. We also are continually reviewing our processes and training to ensure that we can answer a greater percentage at the first point of contact.

OCC10.06 Overall customer satisfaction rates for standard Registration service.

We anticipate an improvement in appointment availability from October 2024, following additional recruitment, on-boarding new colleagues and additional staff training.

OCC10.11 % of Corporate complaints (Stage 1) responded to within timescales.

34 Corporate stage 1 complaints have been received in July 2024. 13 were closed within timescale, six closed outside of time scale, seven are still open within timescale and eight are overdue. Of these, four are across Highways and Environment and Economy and Place directorates, three into the Children's corporate directorate and one into the Adult Social Care directorate.

We continue to escalate and follow up complaints that become overdue and work with the services to ensure we are providing timely responses.

Priority: Priority OCC11: Running the business – Finance Section to be updated following finance measure update anticipated 20 August 2024

This priority has 12 bi-monthly measures being reported in July 2024: nine (75%) are Green, one (8%) Amber, and two (17%) Red.



Figure 4: Priority OCC11 Monthly performance for 2024/2025 financial year.

Measure:	May Status:	July Status:	Director:
OCC11.02 Achievement of planned savings	Red	Red	Lorna Baxter
OCC11.05 Total outturn variation DSG funded services (Schools / early years)	Amber	Amber	Lorna Baxter
OCC11.11 Debt requiring impairment – Adult Social Care contribution debtors	Red	Red	Lorna Baxter

Table 8: Priority OCC11 Measure Exceptions - July 2024.

Please refer to 'Financial Position' Section and Annex B for additional information relating to OCC11: Running the business - Finance.

Performance Highlights

- This section of the report concentrates on highlights related to delivering our strategic priorities.

Put action to address the climate emergency at the heart of our work.

Link: https://engage.cloud.microsoft/main/threads/eyJfdHlwZSI6IIRocmVhZCIsImkljoiMjgzNzQwMzMxNTIwODE5MjI9?trk_copy_link=V1

Switch Up Your Lunch is a campaign to help Oxfordshire fight climate change, through thinking about what we eat.

At lunchtime on 11th June, thousands of people joined the Switch Up Your Lunch campaign by eating a vegetarian or vegan lunch.

Tackle inequalities in Oxfordshire

Link: [Period products trial set for approval by cabinet](#)

Free to access period products are set to be made available for those facing period poverty as part of a trial approved by Oxfordshire County Council's cabinet on 18 June. Following an earlier motion, the council's cabinet discussed rolling out a scheme to provide period products in 18 libraries and eight children and family centres across Oxfordshire on a trial basis. The scheme will provide period products to anyone who needs them in larger libraries, libraries serving priority areas of deprivation, children and family centres, and for council employees in larger council offices.

Prioritise the health and wellbeing of residents.

Link: [New community approach empowers residents to help themselves](#)

A new programme has been introduced in Oxfordshire, enabling residents who might face challenges in their everyday life, to find local support that's right for them.

Funded by Oxfordshire County Council, with support from local partners including the

city and district councils, local area coordinators are based in communities and are available to connect with residents, guiding them to find local resources that might make a difference to their lives.

Support carers and the social care system.

Link: [Helping unpaid carers receive the support they deserve](#)

Unpaid carers in Oxfordshire have been urged to come forward and check if they're receiving all the support that they are entitled to. As part of Carers Week with the theme 'putting carers on the map', Oxfordshire County Council, together with Carers Oxfordshire, highlighted the package of support available to carers, to help them continue to undertake the invaluable work they do.

There is financial, practical, and emotional support available to unpaid carers, much of which is provided by Carers Oxfordshire, a partnership between Action for Carers Oxfordshire and Rethink Mental Illness, with funding support from Oxfordshire County Council.

Carers Oxfordshire provides specialist support to help unpaid carers to find solutions that can make caring easier, including:

- CarersLine – the team is available to listen and help Monday - Friday, 9am - 5pm.
- Carer assessments – identifying any help unpaid carers may be eligible to receive.
- Support groups – where carers can talk to others who may understand.
- Carer ID – to prove carer status and access support and discounts.
- Time for you – a range of offers to give unpaid carers time for themselves.

Unpaid carers, and those they care for, may also be entitled to a range of financial support, with many unpaid carers qualifying for carer's allowance. There is a cap on benefits in some circumstances, so carers are advised to check the criteria first. Carer's allowance is a weekly payment of £81.90 for people who spend at least 35 hours a week caring for someone in receipt of certain benefits. They must also earn £151 or less a week, after tax, National Insurance and expenses. Carer's allowance is a complex benefit that overlaps with some payments, such as the state pension. Claiming it can affect the benefits of the person being cared for if the person providing support does not live with them. In these circumstances, it's important to get specific advice before applying.

Invest in an inclusive, integrated, and sustainable transport network.

Link: [New bus ticket offers almost unlimited travel in Oxfordshire](#)

A new Oxfordshire bus ticket, which offers unlimited travel on nearly all local services, has come into operation. The MyBus Oxfordshire ticket offers passengers daily or weekly travel around the county, covering most routes and operators, for a fixed price. It means that one ticket, costing £6.50 a day and £25 a week for adults or £3.50 a day or £14.50 a week for under-19s, gives you unlimited access to more than 150 bus services run by 12 operators in Oxfordshire. The offer has been developed by the

Oxfordshire Bus Enhanced Partnership, a collaboration between Oxfordshire County Council and the county's bus companies to promote the use of bus services through Bus Service Improvement Plan (BSIP) funding provided by the government.

Preserve and improve access to nature and green spaces.

Link: [Council given leading role in putting nature on road to recovery in Oxfordshire](#)

Oxfordshire County Council has been named by the government as a 'responsible authority' for driving nature recovery. It is one of 48 councils set to benefit from a £14 million government funding pot, enabling it to work with local communities to develop a tailored nature recovery strategy for Oxfordshire. Local nature recovery strategies will help communities map out the action needed in their area to restore nature, working closely with local stakeholders, from farmers to schoolchildren, to meet the government's England-wide nature targets.

Creating opportunities for children and young people to reach their full potential.

Link: [Oxfordshire County Council joins regional hub to recruit more foster carers](#)

Oxfordshire has become part of the largest local authority fostering partnership in the country, as councils from across the Southeast come together in a bid to increase the number of foster carers across the region. Launched on 8 July, Local Authority Fostering Southeast is a new virtual fostering hub bringing together the expertise of 20 councils – including Oxfordshire County Council – from across the region.

Local Authority Fostering Southeast will ensure prospective foster carers have access to a centralised platform for their initial enquiries about fostering and will see local authorities work collaboratively to provide the best support, right from the start of a carer's fostering journey.

Play our part in a vibrant and participatory local democracy

Link: [Groundbreaking charter deepens local democracy in Oxfordshire](#)

A groundbreaking charter between councils across Oxfordshire was launched on 15 July with the aim being to deepen and enhance local democracy across all the county's communities and improve ways of working between councils. The Oxfordshire Councils Charter is the first of its kind in the country to include all three tiers of local government – parish/town councils, parish meetings, the city council, the district councils and the county council. It has been co-produced by all three layers of local government working hand in hand and it is high-level and flexible enough to empower councils rather than create additional burdens with specific operational commitments.

The charter was launched at the Oxfordshire Association of Local Councils Annual General Meeting and is a voluntary framework that:

- Outlines mutually agreed principles and commitments to support meeting the above aims.
- Recognises and acknowledges the importance of local councils in reaching and

- supporting residents and communities.
- Underpins how Oxfordshire councils work better together to deliver outcomes for residents and communities.

Work with local businesses and partners for environmental, economic, and social benefit

Link: [Money saving energy app coming exclusively to Oxfordshire residents](#)

Oxfordshire residents will be the first in the country to be able to take advantage of a free new mobile app, which can save energy and cut household bills.

All of Oxfordshire's 172,000 households who have a smart energy meter can download it for free whether they own or rent their home and regardless of which energy supplier they use.

Oxfordshire County Council is helping to deliver the Energy Saver App, which will analyse gas and electricity consumption and suggest simple, personalised actions to reduce bills.

Strategic Risk Management Overview

1. A strategic risk is a risk to the council's strategic priorities or long-term outcomes; or a risk with a significance that has an impact at the corporate level.
2. The table below provides an overview of the current strategic risk position. Strategic risks are reviewed monthly as part of the Business management and monitoring process. Risks can be added and escalated at any time during the year. Please note the addition for July of the Climate action strategic risk, therefore there is no direction of travel recorded, due to July being the first month of reporting.
3. Of the additional nine strategic risks, all nine remain static, with the same scoring as reported in June 2024.

Risk Name	Risk Description	31 Jul 2024				
		Inherent Score	Previous Residual Risk Score	Current Residual Risk Score	Current Residual Risk Rating	Direction of Travel
01. Financial Resilience	The council is not financially sustainable in the immediate/medium term.	25	12	12	●	➡
02. Cyber security	A successful and significant Cyber-attack leading to disruption, damage or compromise of any of the council's computer services, information systems, infrastructure or data.	25	15	15	●	➡
03. HIF1&HIF2	HIF1 and HIF2 become undeliverable and/or potential financial risk to the council	16	12	12	●	➡
04. Managing Demand across Adult's and Children's Services	Fluctuating demand of community across Oxfordshire can result in varying requirements in resource.	15	8	8	★	➡
05. Special Educational Needs and Disability (SEND)	Local area SEND partnership inspection outcomes found widespread systemic failure. Delay for children having their SEND needs met. Reputational damage (locally, regionally, and nationally).	20	12	12	●	➡
06. Oxford Core Schemes	Failure to deliver Oxford Core Schemes (Traffic Filters, Workplace Parking Levy, Zero Emissions Zone and associated city area schemes such as Low Traffic Neighbourhoods) with public support.	20	16	16	▲	➡
07. Strategic Workforce Planning	A risk that the county council's workforce does not have capacity, capability or resilience to deliver key functions, statutory services or transformational changes required to ensure the councils objectives and long-term priorities are met. Further, that the diversity of the workforce satisfies statutory requirements.	16	12	12	●	➡
08. Policy & Budget	Inability to seek agreement in relation to the policy and budget framework from a minority administration.	25	8	8	★	➡
09. Delivering the Future Together	Failure to deliver organisation wide transformation.	25	16	16	▲	➡
10. Climate Impact	Increasing vulnerability to climate impacts leads to failure of key infrastructure and services with a direct impact on health, safety, environment, and businesses.	25	25.00	20.00	▲	↘

Table 9: Strategic Risk Overview for July 2024.

Homes for Ukraine

Following the launch of the Homes for Ukraine (HfU) scheme by the UK government in March 2022, upper tier councils have been in receipt of a tariff fund for individual arrivals in their area of responsibility.

A partnership delivery plan was approved by Chief Executives in May 2023 and sets out the agreed priorities for the partnership. The plan is preventative in its approach, and our ambition remains to maintain an Oxfordshire refugee and asylum migration system that ensures a warm welcome for all new arrivals and embraces and supports independent living for those staying in the county.

Funding was initially provided as a one-off payment at the level of £10,500 per guest, falling to £5,900 for all new arrivals from 1 January 2023. For eligible minors the tariff continues at £10,500.

This funding is to support Ukrainian guests and their hosts. Oxfordshire residents have been exceptionally welcoming, with Oxfordshire's per-resident population hosting levels being amongst the highest in the country.

The overall grant funding to date (based on the number of arrivals) for the HfU programme in Oxfordshire is £23.1m. The original tariff allocation was intended to cover two years, but as the war in the Ukraine continued, the Oxfordshire Migration Partnership committed more funding to the end of March 2025 - this was approved by Cabinet in March 2024.

Please refer to Annex C for additional information on progress.

Equality, Diversity and Inclusion (EDI) Action Plan Quarter 1 update

Table 10 provides an overview of the status of measures included in the 2024/25 EDI action plan.

This EDI Action Plan will be refreshed in Quarter 3 2024/25, Annex E covers the period of Q1 for 2024-25. Our equalities, diversity and inclusion policy, Including Everyone, is approaching the end of its lifecycle and a refreshed framework is now being developed to be launched in Q3 2024/25.

A new EDI Action Plan will sit alongside the new framework; therefore, this interim action plan continues the momentum on current EDI workstreams and captures progress across service areas during the first quarter of the year. The actions in the interim action plan were developed as part of the service planning process during Q4 for 2023-24 following which there has been a period of significant change across all services of the council.

Whilst this has led to fewer progress measures than previous iterations, our commitment to delivering against these actions remain a priority and will inform the new action plan to be adopted in the autumn.

EDI Action Plan	Green		Amber		Red		Data unavailable		Total
Employer of Choice	9	75%	1	8%	0	0%	2	17%	12
Partner of Choice	2	50%	0	0%	0	0%	2	50%	4
Place shaper of choice	8	89%	1	11%	0	0%	0	0%	9
Total	19	76%	2	8%	0	0%	4	16%	25

Table 10: RAG status of EDI action plan for Quarter 1 2024/25

Annex E outlines the progress of the Equality, Diversity, and Inclusion Action Plan for Quarter 1 2024/25.

Climate Action Programme Quarter 1 update

Table 11 provides an overview of the status of projects included in the 2024/25 Climate Action Programme, across its three pillars:

- Becoming a climate active council
- Decarbonising our estate and operations by 2030
- Enabling Oxfordshire's transition to net zero.

Plan	Green		Amber		Red		Data unavailable		Total
Climate Action Programme	15	79%	4	21%	0	0%	0	0%	19

Table 11: RAG status of EDI action plans for Quarter 1 2024/25

Annex D provides additional information on the Climate Action programme progress.

Financial Position

13. As shown below there is a forecast service area overspend of £5.1m, a £2.3m deterioration from the position reported to the July Cabinet. After taking account of additional interest receivable on balances held by the council and anticipated capital financing costs, the overall forecast position is an underspend of £0.4m.

	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance July-24 %	Forecast Variance May-24 £m	Change Since May-24 £m
Adult Services	250.2	250.2	0.0	0.0%	0.0	0.0
Children's Services	197.4	199.6	2.3	1.1%	0.0	2.3
Environment & Highways	69.7	70.6	0.9	1.3%	1.6	-0.7
Economy & Place	1.8	1.8	0.0	0.0%	0.0	0.0
Oxfordshire Fire & Rescue Service and Community Safety	28.1	28.8	0.6	2.3%	0.6	0.0
Public Health & Communities	12.6	12.6	0.0	0.0%	0.0	0.0
Resources and Law & Governance	57.6	58.9	1.3	2.3%	0.6	0.7
Transformation, Digital & Customer Experience	3.3	3.3	0.0	0.0%	0.0	0.0

	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance July-24 %	Forecast Variance May-24 £m	Change Since May-24 £m
Directorate Total	620.6	625.7	5.1	0.0	2.9	2.3
Budgets Held Centrally						
Capital Financing	20.7	17.7	-3.1	-14.7%	0.0	3.1
Interest on Balances	-10.7	-13.2	-2.5	23.5%	-1.4	1.1
Contingency	7.3	7.3	0.0	0.0%	-1.5	-1.5
Pay Inflation	15.1	15.1	0.0	0.0%	0.0	0.0
Un-ringfenced Specific Grants	-52.1	-52.1	0.0	0.0%	0.0	0.0
Insurance	1.7	1.7	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%	0.0	0.0
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%	0.0	0.0
Contributions to reserves	13.9	13.9	0.0	0.0%	0.0	0.0
Total Budgets Held Centrally	-9.2	-14.7	-5.6	60.6%	-2.9	2.7
Net Operating Budget	611.4	611.0	-0.4	-0.1%	0.0	-0.4
Business Rates & Council Tax funding	-611.4	-611.4	0.0	0.0%	0.0	0.0
Forecast Year End Position	0.0	-0.4	-0.4	-0.1%	0.0	-0.4

Table 8: Financial Overview for July 2024

14. The breakeven position for Adult Services reported to the July Cabinet remains unchanged.
15. Childrens' Services is forecasting a £2.3m overspend compared to the breakeven position reported to Cabinet in July 2024. This is due to risks in the delivery of previously agreed savings built into the 2024/25 budget.
16. The overspend for Environment & Highways has reduced by £0.7m since July 2024. The £0.9m pressure includes a £2.2m overspend in Network Management relating to the underachievement of lane rental income savings, offset by a £1.3m underspend in Highways maintenance from a reduction in energy costs from lower energy activity.
17. Public Health & Communities are forecasting a breakeven position. Within that a forecast £0.2m underspend against the Public Health grant funding is assumed to be transferred to reserves at year end.
18. The forecast overspend for Resources and Law & Governance has increased by £0.9m from the position reported to Cabinet in July due to unachieved savings held within IT&ID that were originally expected to be made by reducing IT related costs across the council.
19. £7.3m on-going budget was agreed to be held in contingency as part of the 2024/25

budget. This is being held to meet potential risks around pay inflation and possible pressures in Adults and Children's Services later in the financial year. The current forecast assumes that there is no underspend against the contingency budget on the basis of these potential risks materialising. However, as the year progresses and there is more certainty over the forecast position, the underspend against the contingency budget will be factored in.

20. The 2024/25 budget includes planned service areas savings of £30.1m. 43% of these savings are currently assessed as delivered rising to 70% forecast to be delivered by the end of the year.
21. The risk assessed level of one – off funding held in general balances in 2024/25 is £30.2m. A residual balance of £2.3m relating to the underspend at the end of 2023/24 was agreed to be held in balances as part of the Provisional Outturn Report for 2023/24. After taking account of the forecast underspend of £0.4m, balances are currently forecast to be £2.8m above the risk assessed level at 31 March 2024.
22. The forecast 2024/25 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £21.3m in line with the budget approved by Council in February 2024. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £55.8m as at 31 March 2024 to £77.1m at 31 March 2025.

Financial Implications

23. This report includes an update on the forecast financial position and risks for the council along with action being taken to manage the budget within the position agreed by Council in February 2024. Strong and sustained financial management, collective action and oversight continues to be required to ensure that services are managed within budgets in 2024/25 and on-going into 2025/26.

Comments checked by: Kathy Wilcox, Head of Corporate Finance and Deputy Section 151 Officer.

Legal Implications

24. The Council's constitution at Part 3.2 (Budget and Policy Framework) and Part 3.3 (Virement Rules) sets out the obligations and responsibilities of both the Cabinet and the Full Council in approving, adopting and implementing the council's budget and policy framework.
25. The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The report sets out as at July 2024 performance, risk and finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring.

Comments checked by: Paul Grant, Head of Legal and Deputy Monitoring Officer

LORNA BAXTER

Executive Director of Resources & Section 151 Officer

Contact Officers:

Louise Tustian, Director Transformation, Digital and Customer Experience

Kathy Wilcox, Head of Corporate Finance & Deputy Section 151 Officer




Annex A - Performance - July 2024

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Key

Status Indicator	Status Description
	
	
	
?!	Data missing
n/a	Monitoring only

Put action to address the climate emergency at the heart of our work

We will lead by example, setting ambitious targets to reduce our own carbon emissions and aligning our carbon net zero commitments to the principles of the Climate and Ecology Bill. Our environmental and planning ambitions will prioritise climate action and community resilience.

Status of Indicators	31/07/2024
OCC01 - Put action to address the climate emergency at the heart of our work	▲

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC01.02 Total No. of streetlights fitted with LED Lanterns	Paul Fermer	Clr A Gant	This period actual is slightly under this month's target due to contractor sickness. It has been confirmed they plan to over achieve next month to bring back on target and make up the short fall of this month					98	119	●	537	344	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC01.07 Total % of household waste which is reused, recycled or composted	Paul Fermer	Cllr A Gant	<p>Waste performance is reported a month in arrears and the figure reported is the forecast end of year performance for 2024/25. The forecasts are variable and show minor fluctuations through the year as seasonal factors are taken into account. Most local authorities including Oxfordshire have seen recycling rates decrease from 2021/22, and Oxfordshire's forecast recycling rate for 2024/25 is below target. In May 2024 Defra announced the timescales for implementation of Simpler Recycling reforms for businesses, hospitals and schools by 31 March 2025 and households by 31 March 2026. However, progress of the regulations through Parliament were placed on hold due to the calling of the General election. Oxfordshire County Council are awaiting further information from DEFRA in due course.</p>					56.96%	61.50%		57.14%	61.50%	

Tackle inequalities in Oxfordshire

We will work with our partners and local communities to address health, social and educational inequalities focusing on those in greatest need.

We will seek practical solutions for those most adversely affected by the pandemic.

We will support digital inclusion initiatives that give our residents the skills, connectivity and accessibility to our services and provide alternative options for those who cannot access our services digitally.

Status of Indicators	31/07/2024
OCC02 - Tackle inequalities in Oxfordshire	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC02.01 Digital Inclusion through libraries (number of hours of use of library public computers)	Ansaf Azhar	Cllr N Fawcett	Use of public computers remains well above target and provides evidence of the on-going demand for this important part of our service offer. We are currently piloting a replacement system for public computer provision in 3 libraries, and if successful will seek to roll this out to all 44 branches.					7,029	6,000	★	30,028	22,500	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC02.03 Number of physical visits to Libraries	Ansaf Azhar	Cllr N Fawcett	Physical Visits to Libraries in July and August are traditionally the highest of the year - this is largely due to the success of the Summer Reading Challenge, which is a national initiative encouraging children to keep reading over the summer holiday to maintain reading progress and avoid seeing a dip in standards after the 6 week summer holiday.					185,682	130,000	★	685,420	500,000	★

Prioritise the health and wellbeing of residents

We will work with the health and wellbeing board and our partners to deliver and support services that make a vital contribution to our residents' physical and mental wellbeing.

We will support the wellbeing of those in our community who have been affected, physically and mentally, by the COVID-19 pandemic and will continue to support our volunteers and the voluntary sector.

Status of Indicators	31/07/2024
OCC03 - Prioritise the health and wellbeing of residents	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC03.09 No of people contacted via Making Every Conversation Count	Ansaf Azhar	Cllr N Fawcett	MECC conversations in July remain well above target, but have dropped slightly from June. This is due to focus shifting to the Summer Reading Challenge, which is a national initiative running from early July to mid-September.					706	450	★	3,254	1,800	★

Support carers and the social care system

We will engage nationally to push for a fair deal for the funding of social care.

Locally, we will support carers, including young carers and help those who want to live independently.

We will work with communities and the voluntary sector to explore new ways to provide services and focus on preventative services, helping people to stay active and supported at all stages of their lives.

We will support intergenerational programmes to build strong and resilient communities.

We will work in collaboration across the health and social care system.

Status of Indicators	31/07/2024
OCC04 - Support carers and the social care system	●

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC04.01 % of people who received short-term services during 24/25 with no further support request	Karen Fuller	Cllr T Bearder	Performance is showing improvement from previous years - improving from 57% in 2020/21; 65% in 21/22; 70% in 22/23 and 76% in 23/24. We are expanding the number of people who receive this service, particularly from hospital as part of our discharge to assess model. This means that people with higher level needs are admitted to the service. Many of these people will have their care needs reduced but may not become fully independent, which is the national measure. So far this year 83% of people who have used this service have seen a decrease in their care needs.	The measure is reported across the health and social care system locally each month and is monitored alongside other measures to ensure the best pathway is offered to all people.	Performance improvement is reported nationally at the end of the year and will be viewed against a set of measures around flow of patients through the hospital and care system	This measure looks at how many people become fully independent with no need for on-going care. A lower figure means that more people in Oxfordshire become dependent on care services rather than living fully independent lives.	There is a risk that fewer people reabled means more people need on-going care and hence create a financial pressure. Please note though that this measure is of people fully reabled (national measure) - as we increase access then performance on the measure may drop, but financial savings are made as people with higher care packages become more able and need less on-going care	76.00	77.50	●	76.00	77.50	●

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC04.02 % of residents 18-64 with Learning Disability support who live on their own or with family	Karen Fuller	Cllr T Bearder						89.48%		n/a	89.48%		n/a
OCC04.03 % Section 42 safeguarding enquiries where identified risk was reduced or removed	Karen Fuller	Cllr T Bearder						93.83	93.00	★	93.83	93.00	★
OCC04.04 Adults aged 65+ (per100,000) whose support needs met by residential and nursing care homes	Karen Fuller	Cllr T Bearder						320.65		n/a	320.65		n/a

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC04.05 Percentage of people transferring from homecare to care homes	Karen Fuller	Cllr T Bearder	We want to support people who need care and support in their own homes for as long as possible. We have supported this by increasing the amount of home care we commission. In the last 12 months the amount of home care we have purchased has increased by 8%; and in the last 5 years by 63%. Fewer older people are permanently admitted to residential care - only 15 authorities (out of 151) made fewer permanent care home admissions in 22/23 (last comparative data) and figures for permanent admissions fell by 3% in the last 12 months and 24% in the last 5 years	We continue to develop services that allow people to live as long as possible in their own homes - such as the increase in home care	We continue to focus on supporting people wherever possible at home. The care for any individual person will depend on their particular needs, but across the year these variations should be minimised	People want to stay in their own homes for as long as possible. Failure to provide sufficient and appropriate services to support people at home means people may unnecessarily be placed in care homes.	Care homes placements may cost more than supporting people at home	25.73	20.00		25.73	20.00	

Invest in an inclusive, integrated and sustainable transport network

We will create a transport network that makes active travel the first choice for short journeys and invest in public transport to significantly reduce our reliance on car journeys. In areas of planned housing growth, we will prioritise active and public transport over road capacity for cars.

Status of Indicators	31/07/2024
OCC05 - Invest in an inclusive, integrated and sustainable transport network	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC05.03 204.6 KM (4.4%) of the road network to be treated	Paul Fermer	Clr A Gant	<p>The annual target for the 2024/25 total surfacing program has been set at 4.4% of the network (excluding patching).</p> <ul style="list-style-type: none"> 3.97 km were treated during July (0.09 % of the network). This surpasses July target as includes a couple recycling schemes that were not included when this targets were initially outlined. As at 31st of July, 188.4 km (4.08% of the network) has been treated. This means we are on track against the final target. 					3.97	1.40	★	188.37	187.90	★

Preserve and improve access to nature and green spaces

We will work with partners to provide safe and clean green spaces across the county that support the physical and mental wellbeing of our residents.

We will take action to protect and increase biodiversity, supporting nature recovery, in both rural and urban environments.

Status of Indicators	31/07/2024
OCC06 - Preserve and improve access to nature and green spaces	?!

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC06.02 Percentage of newly planted trees still alive on land OCC own & manage	Paul Fermer	Cllr P Sudbury	Our base level of tolerance for tree survival is >90% across a cumulative three year period. At the moment, we are well above the prescribed tolerance at 95.2%. Some trees are noticeably struggling more than others due to heat and drought stress. 812 trees are alive and >90% are being watered every two weeks by our Tree Aftercare & Planting Service (TAPS). ~80 trees are being watered by our Tree Guardians and Community Tree Groups, >9%.			If hot weather continues, watering frequency may need to be increased. Plans have been made to enable increase in watering frequencies, if necessary.	No financial impact, providing watering frequency is at a minimum maintained.	95.20%		n/a	95.20%		n/a

Create opportunities for children and young people to reach their full potential

We will support all our children and young people, and their families, to achieve their very best and to prepare them for their future, including safeguarding, and supporting those more vulnerable and with additional needs.

We will continue to work with partners to provide help early so children and families are less likely to be in need.

Status of Indicators	31/07/2024
OCC07 - Create opportunities for children and young people to reach their full potential	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.02 No of children we care for who are Unaccompanied Asylum Seeking Children	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						95		n/a	383		n/a
OCC07.03 % of children we care for placed out of county and more than 20 miles away from home	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						34.00		!	34.00		!
OCC07.04 Number of Children and Young People accessing the Music Service	<ul style="list-style-type: none"> Kate Reynolds Lisa Lyons 	Cllr N Fawcett						8,093.00	8,100.00	★	8,093.00	8,100.00	★
OCC07.05 The number of children subject of a child protection plan	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						515.00	618.00	★	516.75	618.00	★
OCC07.06 Number of Oxfordshire children we care for	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						674		n/a	674		n/a
OCC07.07 % of Education Health & Care Plans completed within 20 weeks	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						34.8%		n/a	46.2%		n/a

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.08 The number of Education Health Care Plans maintained by the local authority	<ul style="list-style-type: none"> ■ Lisa Lyons ■ Stephen Chandler 	Cllr J Howson						6,852.00		n/a	6,726.75		n/a

Play our part in a vibrant and participatory local democracy

We are committed to taking decisions in an open and inclusive way.

We will engage and listen to Oxfordshire residents.

We will be open to scrutiny and regularly provide progress updates.

We will put the impact on the climate and future generations at the heart of decision making.

We will manage our own resources carefully.

Status of Indicators	31/07/2024
OCC08 - Play our part in a vibrant and participatory local democracy	?

This report does not contain any data

This priority has no measures to report in this reporting period

Work with local businesses and partners for environmental, economic and social benefit

We will help Oxfordshire become a recognised centre of innovation in green and sustainable technologies.

We will use our purchasing power for environmental, social and economic benefit and ensure that our pandemic recovery planning supports sustainable job creation.

Status of Indicators	31/07/2024
OCC09 - Work with local businesses and partners for environmental, economic and social benefit	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC09.02 Participation in innovation funding bids or new projects in support of Living Oxfordshire	Lorna Baxter	Cllr N Fawcett						4.00	1.00	★	11.00	4.00	★

Running the Business - Customer Experience

Status of Indicators	31/07/2024
OCC10 - Customer Service	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.01 % of Adult Social Care complaints (Stage 1) responded to within statutory timescales	Louise Tustian	Clr N Fawcett	2 Adult Social Care statutory stage 1 complaints have been received in July 2024. 1 case is closed within timescale and 1 is still open within timescale.					100.00	80.00	★	300.00	320.00	▲
OCC10.02 % of Adult Social Care complaints (Stage 2) responded to within statutory timescales	Louise Tustian	Clr N Fawcett	No Adult Social Care statutory stage 2 complaints were received in July 2024.						80.00	?		320.00	?
OCC10.03 Overall customer satisfaction rate for the Customer Service Centre – telephony	Louise Tustian	Clr N Fawcett	Latest satisfaction survey: In July 2024, 30% of calls answered were surveyed which is an increase of 12% compared to the previous month. 100% of customers surveyed were satisfied or very satisfied					100%	80%	★	100%	80%	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.04 Customer enquiries resolved via telephony contact channel at first contact	Louise Tustian	CIlr N Fawcett	In July, 8975 calls were answered at the first point of contact (74% of the total calls). Compared to June this was 7866 (72%).	Calls resolved at first point of contact will always vary dependant on the nature of calls coming through and the communication with the service areas. We continue to work with service areas to ensure any known issues are briefed out to the CSC staff to avoid having to pass through to the back office. We also are continually reviewing our processes and training to ensure that we can answer a greater percentage at the first point of contact.	This figure will always vary as is dependent on the nature of the calls that are presented to the CSC. Improved proactive communication to the CSC and externally and training from service areas will help to maintain and improve the amount that the CSC can answer without having to refer the call to a back office specialist.	Risk elements are generally reputational as the customer will not be able to get the answer they want in a timely manner.	A lower percentage of calls answered at the first point of contact, means that an increasing number are being handled by back-office specialists. Generally, these resources are higher graded and answering basic queries is a waste of time and resource as the process is not commensurate to the grade.	74.00	75.00		293.00	300.00	

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.05 Percentage of FOIs responded to within timescales	Louise Tustian	Cllr N Fawcett	The Council received 150 information requests received during July, with an additional 15 request that were redirected to the local district councils of Oxfordshire, as the County Council does not hold the information requested. Compared to June (111), this is an increase of 35%. The number of requests has returned to normal levels following General Election in early July. A total of 75 requests were responded to on-time and 74 requests remain open and on-time. Our collaboration with colleagues is ongoing to ensure that requests are fulfilled within the statutory 20 working days, which has a beneficial effect on our response rating.	We remain committed to assisting our colleagues in crafting their replies, ensuring that each response undergoes a thorough quality review before being sent to the requestor.	We remain dedicated to upholding strong performance all year and are committed to delivering top-quality service.			100.00	90.00	★	400.00	360.00	★
OCC10.06 Overall customer satisfaction rates for standard Registration Service	Anita Bradley	Cllr N Fawcett	Satisfaction scores from customers were impacted by appointment availability, which is not as high as we would like due to resource pressures. However, overall	We are in the process of on-boarding and training new staff, which will improve appointment availability.	We expect to see an improvement in appointment availability from October onwards.	Low risk. Although waiting times for appointments are longer than normal, registrations are still being completed.	Low financial impact. Although the wait for an appointment is longer, registrations are still taking place.	93%	95%	●	95%	95%	●

satisfaction is good and the service received lovely comments and thanks. A snapshot of customer comments is below:

- The registrar in particular was extremely kind and patient and very good at her job.
- Staff were very kind and understanding when my father's bus did not arrive and he was very late. The only reason I have put somewhat disagree is because this was the earliest time available to register my mothers death.
- The staff were friendly, helpful, professional and sympathetic.
- The registrar was really lovely.
- Smooth and joyful ceremony. We appreciated the personal touches the staff introduced.
- Excellent service. Ceremony was

beautiful and just what we wanted, thank you.

- The services prior to the wedding itself (legalities, etc) were all handled and managed very professionally and were clearly laid out, etc. The pre-ceremony Teams call with the registrar was extremely useful to prepare us for the wedding and we felt fully supported. The ceremony itself was fantastic. The registrar and her colleague were professional throughout, were completely punctual and the registrar injected a lovely amount of emotion and joy into the service itself. We could not have hoped, or asked, for more !

OCC10.07
Overall customer satisfaction rate for Coroners Inquest Service

Anita Bradley

Cllr N Fawcett

100%

99%



100%

99%



Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.08 % of Children Social Care complaints (Stage 1) responded to within statutory timescales	Louise Tustian	Cllr N Fawcett	11 Children Social Care statutory stage 1 complaints were received in July 2024. All the cases are still open within timescale.						80.00	?		320.00	?
OCC10.09 % of Children Social Care complaints (Stage 2) responded to within statutory timescales	Louise Tustian	Cllr N Fawcett	No Children's Social Care statutory stage 2 complaints were received in July 2024.						80.00	?		320.00	?
OCC10.10 % of Children Social Care complaints (Stage 3) responded to within statutory timescales	Louise Tustian	Cllr N Fawcett	No Children's Social Care statutory stage 3 complaints were received in July 2024.						80.00	?		320.00	?
OCC10.11 % of Corporate Complaints (Stage 1) responded to within timescales	Louise Tustian	Cllr N Fawcett	34 Corporate stage 1 complaints have been received in July 2024. 13 were closed within timescale, 6 closed outside of time scale, 7 are still open within timescale and 8 are overdue. Of these, 4 fall into the Environment and Place directorate, 3 into the Children's corporate directorate and 1 into Adult Services directorate	We continue to escalate and chase that become overdue and work with the services to ensure we are providing timely responses	ongoing			68.00	80.00	▲	68.00	80.00	▲

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.12 % of Corporate Complaints (Stage 2) responded to within timescales	Louise Tustian	CIlr N Fawcett	4 Corporate statutory stage 2 complaints were received in July 2024. All the cases are still open, 2 within timescale and 2 overdue(Children's and E&P directorates)						80.00	?		80.00	?
OCC10.13 The percentage of customer telephone calls abandoned at the Customer Service Centre	Louise Tustian	CIlr N Fawcett	In July 2024, the Customer Service Centre was offered 13,217 calls across all services. Of these, 969 were abandoned equating to 7.3% of calls. Compared to the previous month, there was an increase of 1.492 calls offered. Compared to July 2023, there is a 1.8% decrease in the abandonment call rate despite 1,125 more calls presented					7.00%	10.00%	★	5.67%	10.00%	★

Running the business - Finance

Status of Indicators	31/07/2024
OCC11 - Finance	▲

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.01 Overall forecast revenue variance across the Council	Lorna Baxter	Cllr D Levy						-0.50	0.00	★	-0.25	0.00	★
OCC11.02 Achievement of planned savings	Lorna Baxter	Cllr D Levy						70.00	90.00	▲	70.50	90.00	▲
OCC11.03 General balances are forecast to remain at or above the risk assessed level	Lorna Baxter	Cllr D Levy						117.00	85.00	★	112.50	85.00	★
OCC11.04 Direct rates deliver services and achieve planned performance within agreed budget	Lorna Baxter	Cllr D Levy						0.40	1.00	★	0.45	1.00	★
OCC11.05 Total Outturn variation for DSG funded services (schools/early years)	Lorna Baxter	Cllr D Levy						0.00	0.00	●	0.00	0.00	●
OCC11.06 Total Outturn variation for DSG funded services (high needs)	Lorna Baxter	Cllr D Levy						£21,262,0	£21,300,0	★	£21,262,0	£21,300,0	★
OCC11.07 Use of non-DSG revenue grant funding	Lorna Baxter	Cllr D Levy						95.00	95.00	★	95.00	95.00	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.08 % of agreed invoices paid within 30 days	Lorna Baxter	Cllr D Levy	For July performance is above target at 95.81% a slight increase from 95.64% in June 2024. Breaking down the figures Children Social Care invoices are slightly below the 95% target 94.2%; both purchase orders and Adult Social Care are above target.					95.81	95.00	★	96.18	95.00	★
OCC11.09 Invoice collection rate - Corporate Debtors	Lorna Baxter	Cllr D Levy	This measure identifies the percentage of invoices issued that have been paid within 120 days. In this period, we measured invoices issued in April 2024. The collection rate was 97.31%, above the target of 95%.					97.31	95.00	★	97.50	95.00	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.10 Debt requiring impairment - Corporate Debtors	Lorna Baxter	Clr D Levy	Debt requiring impairment is the value of invoices with potential to become unrecoverable. The potential loss requires recording in the accounts at year end. If at year end there is an overall increase in the value of invoices at risk, we are required to top up the impairment balance. Consequently, this figure is tracked through the year. Debt requiring impairment this month is £0.547m. The top five cases account for 42% of the total bad debt and is being actively worked on by Legal Services and Debt Recovery Officers.					495,192	300,000	★	502,096	300,000	●

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD	
Page 112	OCC11.11 Debt requiring impairment - Adult Social Care contribution debtors	Lorna Baxter	Cllr D Levy	The 2023-24 year-end adults care contribution impairment for bad debt was £4.52m. At 31 July 2024 it is £4.79m, an increase of £0.27m. As reported previously, wider economic factors have had a significant effect on means tested social care contribution debt levels, as have delays with the court of protection and related activity. This tracks with other local authorities' experience. A bad debt task team, operational since July 2022, has been closed and a revised debt reduction plan for this year is being worked on.					4,790,270	3,500,000	▲	4,798,183	3,500,000	▲
	OCC11.15 Invoice Collection Rate - Adult Social Care contribution debtors	Lorna Baxter	Cllr D Levy	In this period, we measured invoices issued in April 2024. The 120-day invoice collection rate was 92.17% for this period, above the 92% target.					92.17	92.00	★	91.80	92.00	★

Introduction

1. This annex sets out the second financial monitoring information for the 2024/25 financial year and is based on information to the end of July 2024. Key issues, as well as risks relating to inflation, demand and other factors, plus areas of emerging pressure are explained below.

The following information is also provided within the annex:

Annex B – 1 (a) to (e)	Detailed service areas positions
Annex B – 2a	Virements to approve
Annex B – 2b	Virements to note
Annex B – 3	Earmarked reserves
Annex B – 4	Government grants
Annex B – 5	General Balances

Overall Financial Position

2. As shown below there is a forecast service area overspend of £5.1m, a £2.3m increase from the position reported to the July Cabinet. After taking account of additional interest receivable on balances held by the council and anticipated capital financing costs, the overall forecast position is an underspend of £0.4m.

	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance July-24 %	Forecast Variance May-24 £m	Change Since May-24 £m
Adult Services	250.2	250.2	0.0	0.0%	0.0	0.0
Children's Services	197.4	199.6	2.3	1.1%	0.0	2.3
Environment & Highways	69.7	70.6	0.9	1.3%	1.6	-0.7
Economy & Place	1.8	1.8	0.0	0.0%	0.0	0.0
Oxfordshire Fire & Rescue Service and Community Safety	28.1	28.8	0.6	2.3%	0.6	0.0
Public Health & Communities	12.6	12.6	0.0	0.0%	0.0	0.0
Resources and Law & Governance	57.6	58.9	1.3	2.3%	0.6	0.7
Transformation, Digital & Customer Experience	3.3	3.3	0.0	0.0%	0.0	0.0
Service Areas Total¹	620.6	625.7	5.1	0.0	2.9	2.3
Budgets Held Centrally						
Capital Financing	20.7	17.7	-3.1	-14.7%	0.0	3.1
Interest on Balances	-10.7	-13.2	-2.5	23.5%	-1.4	1.1
Contingency	7.3	7.3	0.0	0.0%	-1.5	-1.5
Pay Inflation	15.1	15.1	0.0	0.0%	0.0	0.0
Un-ringfenced Specific Grants	-52.1	-52.1	0.0	0.0%	0.0	0.0
Insurance	1.7	1.7	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%	0.0	0.0
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%	0.0	0.0

¹ Service areas have been updated to reflect the council's new senior management structure.

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	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance July-24 %	Forecast Variance May-24 £m	Change Since May-24 £m
Contributions to reserves	13.9	13.9	0.0	0.0%	0.0	0.0
Total Budgets Held Centrally	-9.2	-14.7	-5.6	60.6%	-2.9	-2.7
Net Operating Budget	611.4	611.0	-0.4	-0.1%	0.0	-0.4
Business Rates & Council Tax funding	-611.4	-611.4	0.0	0.0%	0.0	0.0
Forecast Year End Position	0.0	-0.4	-0.4	-0.1%	0.0	-0.4

3. The breakeven position for Adult Services reported to the July Cabinet remains unchanged.
4. Childrens' Services is forecasting a £2.3m overspend compared to the breakeven position reported to Cabinet in July 2024. This is due to risks in the delivery of previously agreed savings built into the 2024/25 budget.
5. The overspend for Environment & Highways has reduced by £0.7m since July 2024. The £0.9m pressure includes a £2.2m overspend in Network Management relating to the underachievement of lane rental income savings, offset by a £1.3m underspend in Highways maintenance from a reduction in energy costs from lower energy activity.
6. Public Health & Communities are forecasting a breakeven position. Within that a forecast £0.2m underspend against the Public Health grant funding is assumed to be transferred to reserves at year end.
7. The forecast overspend for Resources and Law & Governance has increased by £0.9m from the position reported to Cabinet in July due to unachieved savings held within IT&ID that were originally expected to be made by reducing IT related costs across the council.
8. £7.3m on-going budget was agreed to be held in contingency as part of the 2024/25 budget. This is being held to meet potential risks around pay inflation and possible pressures in Adults and Children's Services later in the financial year. The current forecast assumes that there is no underspend against the contingency budget on the basis of these potential risks materialising. However, as the year progresses and there is more certainty over the forecast position, the underspend against the contingency budget will be factored in.
9. The 2024/25 budget includes planned service areas savings of £30.1m. 43% of these savings are assessed as delivered and 70% are forecast to be delivered.
10. The risk assessed level of one – off funding held in general balances in 2024/25 is £30.2m. A residual balance of £2.3m relating to the underspend at the end of 2023/24 was agreed to be held in balances as part of the Provisional Outturn Report for 2023/24. After taking account of the forecast underspend of £0.4m, balances are currently forecast to be £2.8m above the risk assessed level at 31 March 2024.

11. The forecast 2024/25 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £21.3m in line with the budget approved by Council in February 2024. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £55.8m as at 31 March 2024 to £77.1m at 31 March 2025.

Service Areas Forecasts

Adult Services

12. Adult Services is forecasting a breakeven position against a budget of £250.2m.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Adult Social Care	27.1	27.4	0.3	0.0	0.3
Health, Education & Social Care Commissioning	5.5	5.2	-0.3	0.0	-0.3
Housing & Social Care Commissioning	1.4	1.4	0.0	0.0	0.0
Business Support Service	1.1	1.1	0.0	0.0	0.0
Pooled Budgets	215.1	215.1	0.0	0.0	0.0
Total Adult Services	250.2	250.2	0.0	0.0	0.0

13. The forecast reflects an agreement on the sharing of costs for adults with a Learning Disability with Section 117 aftercare support under the Mental Health Act with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, bringing the health and social care system funding more in line with other local authorities and care boards.

Pooled Budgets

Age Well Pooled Budget

14. The Age Well pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people.
15. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) so each partner is responsible for the variation against their element of the funding.
16. The council elements of the Age Well pool are forecast to breakeven in 2024/25, on the assumption that savings are delivered.
17. The council's share of the Better Care Fund (BCF) being utilised within the pool is £31.1m in 2024/25, an increase of 5.7% from 2023/24.

18. There are significant risks and assumptions within the forecast where certainty is not possible at this stage. These include:

- Growth in placements, particularly residential, through the year. Although there is a seasonal trend, it is difficult to predict accurately how activity will move. The forecast includes an element of growth held to mitigate this risk.
- Requests for fee uplifts for unit costs over and above ceiling rates are still being requested and this is being managed through a fee uplift panel. A deadline for requests to be put forward for consideration is to be communicated to providers. Funding is held to cover further requests any unallocated budget will be released to the wider system or cover future risks within the service.

Live Well Pooled Budget

19. The Live Well pool supports a combination of health and social care needs for adults of working age with learning disabilities, acquired brain injury or mental health needs and adults with physical disabilities.

20. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB).

21. The council elements of the Live Well pool are forecast to spend to budgets.

22. Risks or uncertainties in both service groups relate to:

- Growth in care packages, particularly for supported living and home support, through the year. It is difficult to predict accurately how activity will move throughout the remaining four months of the year.
- The ICB are yet to formally agree to their share of the costs for adults with Section 117 aftercare support under the Mental Health Act for service users with a physical disability.

Non-Pool Services

23. A combined breakeven position is forecast across all other services.

Reserves

24. £1.0m held in the Budget Priorities reserve for Adult Social Care at 1 April 2024 will be used to fund known pressures in 2024/25.

25. £0.6m held in reserves because of additional contributions made by the ICB in previous years will be allocated in 2024/25 and 2025/26 as agreed with the Joint Commissioning Executive.

26. As the Supervisory Body the council has a statutory obligation to assess and authorise Deprivation of Liberty Safeguarding (DoLS) requests. The number of requests the council receives has increased so £0.4m has been held in the Budget Priorities reserve to help meet its statutory obligation. This funding will be utilised in 2024/25.

27. £0.1m held in the Government Initiative Reserve relates to ongoing costs

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associated with charging reforms prior to implementation which is now scheduled for autumn 2025.

28. £0.3m of Apprenticeship funding is held within the grants and contributions reserve, funding was awarded to the council late in February 2024 to increase social work capacity within adult social care, the funding will be used before March 2025.

29. £0.2m Accelerated Reform Fund funding awarded in January 2024 will be used to address barriers to adopting innovative practices and build capacity and capability within adult social care.

Ringfenced Grants

30. As set out in Annex 4, ring-fenced government grants expected to be received by Adult Services in 2024/25 total £23.2m.

31. The Improved Better Care Fund Grant is £10.7m, with no change since 2023/24. The conditions attached to the grant funding require it to be used for the purposes of meeting adult social care needs, including contributing to the stabilisation of local care markets and supporting the NHS in addressing pressures such as delayed discharges.

32. The Market Sustainability and Improvement Fund is £10.0m and is being used to support the provider fee uplift in 2024/25 in line with the terms of the grant, to enhance the uplift, and to maintain uplifts from 2023/24 funded through the Market Sustainability and Fair Cost of Care grant which now forms part of this grant.

33. The Adult Social Care Discharge Fund is £2.5m. This will be used to provide interventions that improve discharge of patients from hospital to the most appropriate location for their ongoing care.

Virements

34. Virements to note reflect budget movements within the pools linked to inflationary uplifts and the recoding of existing savings within Adult Social Care, plus a budget tidy within the Community Support Service.

Savings

35. The 2024/25 budget includes planned savings of £4.3m. 98% of savings are expected to be delivered and 2% are currently unconfirmed and have an element of risk in the delivery.

36. The unconfirmed savings relate to an action to reduce the outstanding unsecured debt. This will not be confirmed until the end of the financial year but while action continues to be taken early reports indicate that this will not be achieved. Updates will continue to be provided in future reports.

37. There are also £0.3m of savings brought forward from 2023/24 to be delivered in 2024/25. 100% of this is expected to be delivered.

Investments

38. Planned one – off investments of £1.4m were agreed as part of the 2024/25 budget. There are currently plans for £1.0m of this total with further work being carried out to utilise the remaining investment. To maximise the benefit of this funding an element may be required to be carried forward into 2025/26 so an update will be provided within the next report.
39. Options to fully understand the benefits to the council as a result of the £0.5m investment in digital technologies are being worked through. The scoping exercise linked to these projects and any implementation flowing from this may require some of the funding to be moved into to an earmarked reserve for use in 2025/26 so an update will be provided in future reports.
40. Opportunities to be funded from the £0.5m Shared Lives investment will be developed following recommendations from project work beginning in September 2024.
41. The digital acceleration allocation referred to in paragraph 39 is likely to be oversubscribed. Recommendations to update the proposed use of any of the other allocations to provide additional funding for this will be included in the next report to Cabinet.
42. £0.2m of the investment linked to the Oxfordshire Way is being managed by the Partnership Delivery Service. Opportunities to ensure the benefit of the £0.2m investment in transport is maximised county wide are also being considered.

Children’s Services

43. Childrens’ services are forecasting an overspend of £2.3m against a budget of £197.4m.
44. For High Needs DSG there is a forecast in year deficit of £21.3m in line with the budget agreed by Council in February 2024.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Education & Learning	50.8	50.8	0.0	0.0	0.0
Schools ²	0.2	0.2	0.0	0.0	0.0
Subtotal Education	51.0	51.0	0	0.0	0.0
Early Help, Front Door & Social Care	87.3	88.8	1.5	0.0	1.5
Provider Services & Safeguarding	49.7	49.7	0	0.0	0.0
Subtotal Childrens’ Social Care	137.1	138.5	1.5	0.0	1.5
Childrens’ Services Central Costs	9.3	10.1	0.8	0.0	0.8

² *Maintained Schools are funded by Dedicated Schools Grant

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Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Total Childrens' Services	197.4	199.6	2.3	0.0	2.3
Overspend on High Needs DSG that will be transferred to the unusable reserve	88.4	109.7	21.3	0.0	0.0

Education

45. Within Education & Learning, Home to School Transport continues to be high risk. At this point in the year expenditure is forecast to be within the budget, however until transport arrangements for the new academic year from September are confirmed there remains a risk of overspends within this area.

Children's Social Care & Central Costs

46. There is a forecast overspend of £2.3m for Children's Social Care.

47. The forecast overspend is as a result of £3.7m of previously agreed reductions to budgets or savings built into the budget for 2024/25. The service has reviewed the feasibility of achieving these and there are possible mitigating actions estimated to reduce the impact to £2.3m but work is continuing to assess options so an update will be provided in the next report.

48. In relation to staffing, several initiatives are planned to support the reduction of agency social workers. For 2024/25 this is currently expected to be managed within the budget, however there could be risks in future financial years should the number and cost of agency social workers not reduce in line with expectations.

49. The latest activity for Childrens' Social Care is as below:

	Q2 2022/23	Q3 2022/23	Q4 2022/23	Q1 2023/24	Q2 2023/24	Q3 2023/24	Q4 2023/24	Q1 2024/25	July 2024/25
Oxfordshire born children	778	755	735	709	677	651	624	623	634
Disabled Children	61	62	58	56	51	50	49	48	45
Subtotal	839	817	793	765	728	701	673	671	679
Unaccompanied	69	73	108	100	94	108	95	99	98
Total	908	890	901	865	822	809	768	770	777

50. The downward trend in the number of children we care for during 2023/24 has in recent months broadly stabilised and is in line with the numbers forecast for the budget at this point in the year.

Dedicated Schools Grant (DSG)

51. The forecast overspend against High Needs DSG funding is a deficit of £21.3m. This is in line with the budget approved by Council in February 2024.

Summary of DSG funding	2024/25 Budget £m	2024/25 Projected Outturn £m	Variance £m
Schools block	129.1	129.1	0.0
Central Services Schools block	5.2	5.2	0.0
High Needs block	88.4	109.7	21.3
Early Years block	74.8	74.8	0.0
Total	297.5	318.8	21.3

52. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative DSG balance held in this reserve from £45.6m as at 31 March 2024 to £66.9m at 31 March 2025.

Grants

53. The allocation for the 2024/25 Implementation of Supported Accommodation Reforms grant has been updated to £1.0m, an increase £0.7m from the previously reported allocation.

Virements

54. Cabinet is requested to approve a virement reflecting the transfer of the budget for the Family Safeguarding Plus Adult Facing Posts (Mental Health) contract to Provider Services reflecting the new method of delivery. Additionally, approval is required for virements amending the grant allocations of the Ofsted Readiness Supported Accommodation grant and the Wraparound Childcare Programme.

Savings

55. The 2024/25 budget includes planned savings of £12.3m. Although some of the savings have already been secured or are expected to be delivered, there remains £6.1m of savings to deliver through activities during the year to manage demand and the cost of care. The savings also include a reduction agency costs which is at risk of delivery.

Investments

56. Planned investments of £6.7m agreed as part of the 2024/25 budget include:

- £1.5m investment for additional capacity in the SEND service.
- £1.0m investment to extend the Family Safeguarding model to reduce demand.
- £1.0m investment on Recruitment & Retention Strategy.
- £0.8m investment on Home to School Transport to improve data and systems and increase independent travel.
- £0.5m investment in Digital innovation to assist customer pathways and user experience in information finding and advice.
- £0.7m to develop the Oxfordshire Way approach.

Environment & Highways

57. Environment & Highways is forecasting an overspend of £0.9m against a budget of £69.7m.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Infrastructure Delivery	1.2	1.2	0.0	0.0	0.0
Environment	37.1	37.1	0.0	0.0	0.0
Transport Policy	13.2	13.2	0.0	0.0	0.0
Highways & Maintenance	20.7	19.4	-1.3	0.0	-1.3
Network Management	-6.4	-4.2	2.2	1.6	0.6
Supported Transport	1.9	1.9	0.0	0.0	0.0
Senior Management Team	0.3	0.3	0.0	0.0	0.0
Data Intelligence & Business Support	1.7	1.7	0.0	0.0	0.0
Total Environment & Highways	69.7	70.6	0.9	1.6	-0.7

Infrastructure Delivery

58. The Infrastructure Delivery service area is forecasting a breakeven position. There are currently minor pressures, but it is anticipated that this can be managed through capitalisation of staff time throughout the year.

Environment

59. The Environment service area is forecasting a breakeven position.

60. Waste Management are forecasting a breakeven position. However, this is based on April tonnages as May 2024 waste data is not yet available.

61. The table below summarises budgeted and forecast waste activity.

Waste Stream	Budget				Outturn Forecast			
	Annual	Tonnage		Price/ Tonne	Annual	Tonnage		Price/ Tonne
	£m	K'Tonnes	%	£	£m	K'Tonnes	%	£
Recycling/ Composting	8.362	175	60%	47.86	7.871	152	56%	51.93
ERF	16.167	105	36%	154.41	17.314	110	41%	158.01
Landfill	1.624	11	4%	149.30	1.247	7	3%	167.03
Total	26.153	291	100%	90.09	26.432	268	100%	94.40

62. Other services within Environment & Circular economy are also forecasting a break-even position. All investments in flood management activity are currently on track to spend to budget at the year end

Transport Policy

63. The Transport policy service area is forecasting a breakeven position

Highways & Maintenance

64. Highways & Maintenance are forecasting an underspend of £1.3m. This reflects a reduction in energy consumption for street lighting and the ongoing effect of a price update received during 2023/24 setting out more favourable energy prices.

65. The current level of defects remains high, however there is a reduction compared to the same period in 2023/24.

Month	Defects 2022/23	Defects 2023/24	Defects 2024/25	% Increase/ Decrease
April	3320	4,143	4,314	4.12%
May	2927	4,944	3,770	-23.74%
June	2212	4,695	3,998	-14.84%
July	1979	4,134	3,716	-10.11%
August	1888	2,553		
September	1715	2,363		
October	1650	2,927		
November	1980	3,088		
December	1840	2,837		
January	3057	3,574		
February	3023	3,881		
March	3839	4,290		

Network Management

66. Network Management is forecasting an overspend of £2.2m. This is due to a delay in approval of the council's application to implement charging for Lane Rental by the Department for Transport. This has likely been affected by the run up to the general election and subsequent change in government. Although the full level of income will not be achieved options and risks are being assessed to mitigate the impact, such as delays in other planned expenditure, income trends and additional drawdown of the parking account reserve.

Supported transport

67. The Supported transport service area is forecasting a breakeven position.

Senior Management Team

68. The Senior Management Team service area is forecasting a breakeven position.

Data Intelligence & Business Support

69. The Data Intelligence & Business Support service area is forecasting a breakeven position.

Grants

70. There has been no new grant income at this stage of the report, all reported grants are consistent with the agreed budget.

Virements

71. There are number of virements that predominantly realign and correct internal budgets as detailed in Annex 2b and Annex 2c.

Savings

72. The 2024/25 budget includes planned savings of £8.1m. 57% are forecast to be delivered. Savings at risk of delivery include:

- Lane rental an introduction of charges for all works on the business roads at the busiest times to minimise disruption: the service anticipates that the full £2.2m income expectation is unlikely to be achieved. As noted in paragraph 66 this is due to delay at DfT of approving the application. Pending a decision being made, there is a forecast overspend in of £2.2m.
- Income of £0.2m from introduction of a new Controlled Parking Zones (CPZs): Income realisation is likely to be between December 2024 and March 2025 through a mix of permit fees and fines. An update on additional CPZ income will be reported later in the monitoring cycle.
- Prevention of unsorted waste at Household Waste Recycling Centres. A saving of £0.2m is now unlikely to be delivered this year due to implementation delays.
- Fleet Management reduction in costs of £0.1m will not be delivered but is being managed within the overall budget.

Investments

73. The 2024/25 budget includes planned investments of £2.5m. 94% are on track to be delivered and include:

- £0.2m to improve the collection of fees, charges, and penalties.
- £0.5m for gully and ditch clearing and repairs in areas recently flooded.
- £0.5m to reclaim footpaths and cycleways and manage vegetation.
- £0.1m investment in improved enforcement of Controlled Parking Zones.

74. Investments that are at risk of being delivered include:

- £0.2m to introduce new Controlled Parking Zones: the Network and Co-ordination service is currently working on CPZ programme prioritisation to

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identify, design and consult four new schemes. New CPZs could go live by December 2024 at the earliest depending on the complexity/consultation response.

- £0.2m investment in Automatic Number Plate Recognition to improve enforcement of moving traffic offences. Additional sites are being identified with an expectation that they will be live from October 2024.

Reserves

75. The parking account is managed to allow for variances in income across the years.

76. The parking account is forecasting a reduction in the net contribution to reserve, due to a 20% reduction in income received in 2024/25, when compared to the same period last year. Although this will not have an in-year impact on the revenue account, the reduction in income, if it continues, could put at risk the longer term financial viability of the reserve. This will be monitored closely throughout the remainder of the year.

Economy & Place

77. Economy & Place is forecasting a breakeven position against a budget of £1.8m.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Economy	0.0	0.0	0.0	0.0	0.0
Strategic Planning	0.7	0.7	0.0	0.0	0.0
Climate Action	1.2	1.2	0.0	0.0	0.0
Place Making	-1.9	-1.9	0.0	0.0	0.0
Innovation	0.3	0.3	0.0	0.0	0.0
Senior Management Team	1.0	1.0	0.0	0.0	0.0
Business Performance & Services Improvement	0.5	0.5	0.0	0.0	0.0
Total Environment & Place	1.8	1.8	0.0	0.0	0.0

78. All services in Economy & Place are forecasting a breakeven position.

Savings

79. The 2024/25 budget includes planned savings of £1.0m. 72% are forecast to be delivered.

Public Health and Communities

80. Public Health and Communities are forecasting a breakeven position against a budget of £12.6m.

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Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Public Health Functions	38.7	38.5	-0.2	0.0	-0.2
Public Health Recharges	0.6	0.6	0.0	0.0	0.0
Other Income	-1.4	-1.4	0.0	0.0	0.0
Grant Income	-34.4	-34.4	0.0	0.0	0.0
Transfer to Public Health Reserve	0.0	0.2	0.2	0.0	0.2
Total Public Health	4.8	4.8	0.0	0.0	0.0
Total Libraries & Heritage	7.8	7.8	0.0	0.0	0.0
Total Public Health and Communities	12.6	12.6	0.0	0.0	0.0

81. A £0.2m underspend in services funded by the Public Health ringfenced grant will be transferred to the Public Health reserve at year end.

82. Sexual health services are reporting a £0.1m underspend due to activity levels being lower than anticipated.

83. Tobacco Control are reporting a £0.1m underspend due to an increased Section 31 grant to support the increase in tobacco control and stop smoking activity.

Ringfenced Government Grants

84. The ringfenced Public Health grant totals £34.4m in 2024/25.

85. A ringfenced Stop Smoking Services Grant £0.8m has been awarded to the council to increase the number of smokers engaging with effective interventions to quit smoking.

Use of Un-ringfenced Government Grant Funding

86. Un-ringfenced grants held centrally and agreed to be used to support expenditure budgets within Public Health include:

- £1.2m Domestic Abuse Duty Grant supporting the provision of accommodation-based support to victims of domestic abuse and their children.
- £0.6m Substance Misuse Treatment & Recovery Housing Grant being used to deliver the Government's aim that by 2024/25 there will be more people recovering from addiction in stable and secure housing.
- £1.2m Supplementary Substance Misuse Treatment and Recovery grant. This is the second year of a three-year scheme where the Office for Health Improvement and Disparities (OHID) is working alongside other government departments to support a process of investment in a whole system approach to tackling illicit drug use, including enforcement, diversion and treatment and recovery interventions.
- £0.2m Employment Individual Placement Support in community drug and alcohol treatment grant, to improve quality of life for people with alcohol and 'other drug' dependence.
- £1.1m Rough Sleeping Drug and Alcohol Grant is being used to provide specialist support for rough sleepers and those at risk.

Reserves

87. Public Health earmarked reserves were £4.5m at 1 April 2024. £1.8m is earmarked to be spent in 2024/25, £1.1m in 2025/26, £0.6m in 2026/27 and £0.4m in 2027/28, leaving a balance of £0.6m. The use of the reserve is continuously being reviewed and it is anticipated that there will be further commitments against this funding agreed throughout 2024/25.
88. £0.1m is being held to expand the Making Every Contact Count work programme in Oxfordshire; this will be spent in 2024/25.
89. The History Service donations reserve of £0.02m is earmarked to be spent in 2024/25
90. The Museum Service donations reserve of £0.1m is earmarked to be spent equally over the next 3 years.

Virements

91. There are two virements to note, one updating budgets for the confirmed Domestic Abuse grant and the second reflecting a small update of the library budgets.

Savings

92. The 2024/25 budget includes planned savings of £1.0m. 72% are forecast to be achieved due to uncertainty about the delivery of full savings early in the financial year.

Oxfordshire Fire & Rescue Service and Community Safety (OFRSC)

93. Oxfordshire Fire & Rescue Service and Community Safety are forecasting a £0.7m overspend position against a budget of £28.1m.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Community Safety Management	0.0	0.0	0.0	0.0	0.0
Fire & Rescue	26.4	27.1	0.7	0.7	0.0
Emergency Planning	0.3	0.3	0.0	0.0	0.0
Trading Standards	1.4	1.4	0.0	0.0	0.0
Total Oxfordshire Fire & Rescue Service and Community Safety	28.1	28.8	0.7	0.7	0.0

94. All services are forecasting a breakeven position with the exception of Fire and Rescue which is forecasting an overspend of £0.7m due to staffing savings that are not expected to be achieved.

Use of Un-ringfenced Government Grant Funding

95. Un-ringfenced grant funding held centrally and agreed to be used to support expenditure budgets within Oxfordshire Fire & Rescue Service includes:

- £0.1m Firelink Grant - The council has been notified of a 20% reduction in this grant from the previous year and that this grant will continue to reduce by 20% in each of the next two years.

Reserves

96. £3.2m is held in reserves for the renewal of fire and rescue vehicles and breathing apparatus equipment. A fleet replacement strategy has been developed and several vehicles have been ordered and expected to be received in 2024/25, the reserve will be fully utilised by 2025/26.

97. The Fire Uplift Grant reserve held £0.5m at 1 April 2024. This is being held to fund employee costs expected to be incurred over the next three to five years.

98. £0.5m is being held to cover the cost of the replacement of Airwave for Oxfordshire Fire and Rescue Service and the implementation of the new national Emergency Service Mobile Communications Programme.

Resources and Law & Governance

99. The services within Resources are forecasting an overspend of £1.3m against a budget of £57.6m, an increase of £0.7m from the May forecast.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Corporate Services	10.7	11.6	0.9	0.0	0.9
HR & Cultural Change	5.0	4.8	-0.2	0.0	-0.2
Financial & Commercial Services	9.5	9.5	0.0	0.0	0.0
Property & Assets	19.2	19.2	0.0	0.0	0.0
Public Affairs, Policy & Partnership	4.4	4.4	0.0	0.0	0.0
Law, Governance, Coroner & Registration Services	8.9	9.5	0.6	0.6	0.0
Total Resources	57.6	58.9	1.3	0.6	0.7

100. There is a forecast overspend of £0.9m within **Corporate Services** due to previously agreed savings of £0.9m which were held corporately but expected to be achieved through reductions in costs related to IT expenditure across the organization. Since further work has identified that these are not achievable there is a forecast pressure in 2024/25 and the on-going impact will need to be considered as part of the 2025/26 budget process.

101. **Human Resources & Organisational Development (HR&OD)** are

forecasting an underspend of £0.2m due to in year savings from staff seconded to transformation projects. All savings are expected to be fully delivered.

102. **Financial & Commercial Services** are forecasting a breakeven position, however there are risks to the delivery of some of the savings agreed in the budgets:

- Staffing savings will be achieved as a post that was originally planned as part of the budget increase from 2024/25 will no longer be pursued.
- Additional IBC contract savings are anticipated from quarter 3 with the offboarding of the Recruitment Service, but this has not yet been quantified.

103. **Property & Assets Services** are forecasting a breakeven position, however some risks identified by the service will require mitigation.

104. **Public Affairs, Policy & Partnership services** are forecasting a breakeven position. All savings and investments are expected to be fully delivered.

105. **Law, Governance, Coroners & Registration Services** are forecasting an overspend of £0.6m as a result of high locum costs in the Legal service where recruitment continues to be a challenge.

Savings

106. The 2024/25 budget includes planned savings of £1.9m. 98% are forecast to be achieved.

Transformation, Digital & Customer Experience (TDCE)

107. The services within TDCE are forecasting a breakeven position against a budget of £3.3m.

Service Area	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance May-24 £m	Change Since May-24 £m
Delivery Unit	-1.0	-1.0	0.0	0.0	0.0
Customer Experience	3.4	3.4	0.0	0.0	0.0
Insight & Corporate Programmes Programmes	0.7	0.7	0.0	0.0	0.0
TDCE Management	0.2	0.2	0.0	0.0	0.0
Total Resources	3.3	3.3	0.0	0.0	0.0

108. The **Delivery Unit** is forecasting a breakeven position.

109. **Customer Experience** service are forecasting a breakeven position, 100% of savings are expected to be delivered.

110. Insight & Corporate Programmes and TDCE Management are forecasting breakeven positions.

Savings

111. Cabinet is asked to note the virement to reallocate the delayering savings of £1.5m from service areas into TDCE pending moving them back to services as delayering savings are identified. Just over half of the total is currently forecast to be achieved in 2024/25 with a larger full year effect in 2025/26. The activity to implement the delayering is on-going so it is anticipated that the saving will be updated further as the year progresses and will be fully achieved in the longer run.

Overview of Medium Term Financial Strategy Investments and Savings

112. The 2024/25 budget includes planned services savings of £30.1m. 43% of these savings are assessed as delivered and 70% is forecast to be delivered. Work is continuing to ensure that these savings are achieved.

Service areas	2024/25 Planned Savings	Actual Delivery to Date	Actual Delivery to Date	Forecast delivery	Forecast delivery
	£m	£m	%	£m	%
Adult Services	4.3	2.9	67%	4.2	98%
Childrens' Services	12.3	4.6	37%	7.3	59%
Environment & Highways	8.1	2.6	32%	4.6	57%
Economy and Place	1.0	0.4	36%	0.7	72%
Public Health & Communities	0.5	0.2	53%	0.5	100%
Oxfordshire Fire & Rescue Service and Community Safety	0.5	0.3	52%	0.4	83%
Resources and Law & Governance	1.9	1.8	91%	1.9	98%
Transformation, Digital & Customer Experience	1.5	0.4	23%	1.5	100%
TOTAL	30.1	12.9	43%	21.1	70%

113. The 2024/25 budget includes planned service areas investments of £11.6m, 1% are assessed as delivered, 97% is forecast to be delivered.

Service Areas	2024/25 Planned Investments	Actual Delivery to Date	Actual Delivery to Date	Forecast delivery	Forecast delivery
	£m	£m	%	£m	%
Adult Services	1.4	0.0	0%	1.2	84%
Childrens' Services	6.7	0.1	2%	6.7	100%
Environment & Highways	2.5	0.0	1%	2.4	94%
Economy and Place	0.3	0.0	0%	0.3	100%
Resources and Law & Governance	0.6	0.0	1%	0.6	100%
TOTAL	11.6	0.2	1%	11.2	97%

Adult Services

110. The 2024/25 budget includes planned savings of £4.3m. 98% are forecast to

Annex B

Business Management and Monitoring Report July 2024

be delivered, the £0.1m saving to reduce outstanding unsecured debt is at risk of being delivered.

Childrens' Services

114. The 2024/25 budget includes planned savings of £12.3m. 59% of these savings are forecast to be delivered, there remains £6.1m of savings to deliver through activities during the year to manage demand and cost of care which includes agency costs which are at risk of delivery. Planned investments of £6.7m are forecast to be delivered but some of these are being reviewed as part of the options to manage the forecast pressure in 2024/25 so an update will be provided in the next report.

Environment & Highways

111. The 2024/25 budget includes planned savings of £8.1m. 57% are forecast to be delivered. The savings at risk of being delivered include the £2.2m lane rental income underachievement, £0.2m to reduce the amount of waste that is sent to the Energy Recovery Facility, £0.1m reduction in fleet management costs, and £0.5m contracts savings. 94% of planned investments of £2.5m are on track to be delivered.

Economy and Place

112. The 2024/25 budget includes planned savings of £1.0m. 72% are forecast to be delivered, £0.3m additional anticipated income from charges to developers is at risk of being delivered. 100% of planned investments of £0.3m are on track to be delivered.

Public Health & Communities

113. The 2024/25 budget includes planned savings of £0.5m. 100% are forecast to be delivered.

Oxfordshire Fire & Rescue Service and Community Safety

114. The 2024/25 budget includes planned savings of £0.5m. 83% are forecast to be delivered, £0.3m staffing savings is at risk of being delivered.

Resources and Law & Governance

115. The 2024/25 budget includes planned savings of £1.9m. 98% of these savings have been delivered and 96% are forecast to be delivered. 100% of planned investments of £0.6m are expected to be achieved.

Transformation, Digital & Customer Experience

116. The delayering staffing savings of £1.5m has been reallocated from service areas to the Transformation service. Budgets for senior managers have been adjusted to reflect the new structure. £0.4m of the £1.5m saving has been achieved so far and it is anticipated that this will increase later in the year as the next layer is completed.

Debt Management

Corporate Debtors

117. The combined collection rate, based on invoice volumes, for June and July 2024 was just above the 95% target at 96%. The collection rate based on the

value of invoices for the same period was 96%.

118. Debt requiring impairment is currently £0.5m, £0.2m above the year-end target of £0.3m. The top five debt cases account for 40% of all bad debt. The highest debt relates to a disputed Joint Use Agreement. The remaining four cases are being tracked and progressed by the corporate income recovery team.

Adult Social Care Debtors

119. The combined 120-day invoice collection rate for June and July 2024 was on target at 92%; this is the first time the target has been achieved in over two years.

120. The 2023/24 year-end adults care contribution impairment for bad debt was £4.5m. Projected bad debt as at the end of July is £4.8m, £0.3m higher than the current impairment balance. The Adults' service continue to work on improvements to business processes impacting debt levels.

Budgets Held Centrally

121. After taking account of the use of contingency and additional interest on balances to support the forecast service areas overspend, there is a combined underspend of £5.6m against budgets held centrally.

Capital Financing Costs

122. The borrowing costs and minimum revenue provision (MRP) for capital projects funded by Prudential Borrowing are either recharged to service areas where savings arising from the scheme are expected to meet them or met corporately from the budget for capital financing costs. It is anticipated that after taking account of recharges to service areas costs will be in line with budget.

123. Interest payable is currently forecast to be £12.3m, £3.1m below budget. This reflects the early repayment of a LOBO loan and actual interest costs being lower than budgeted. This is expected to be one – off in 2024/25 as interest payable will increase in 2025/26.

Interest on Balances

124. The forecast for in house interest receivable is £21.7m, £2.5m above the budget. The additional interest is a result of higher than forecast cash balances coupled with higher than forecast deposit rates.

125. Cash balances for the year are forecast to be £77.1m lower than they would otherwise have been as a result of negative DSG balances (see paragraph 140). The impact of this is an estimated opportunity cost of £3.2m in unearned interest during 2024/25.

Pay Inflation and Contingency

126. Ongoing funding for pay inflation in 2024/25 total £15.1m and the contingency

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budget for 2024/25 totals £7.3m. This will be held to meet potential risks around pay inflation and potential winter pressures in Adults and Childrens' services later in the financial year.

127. The pay inflation budget includes funding for an estimated pay award equivalent to 5.0% for all green book staff. An increase to the existing offer equivalent to 1% overall would be estimated to cost around £3.0m on-going and would need to be met from contingency.
128. The claim lodged by UNISON, GMB and Unite on 29 February 2024 included a request to increase pay by at least £3,000 or 10% (whichever is greater) on all spinal pay points.
129. Following the government's announcement that they will accept the 5.5 per cent rise for teachers, local government employers have confirmed that the offer of £1,290 on all pay points up to SCP 43 and 2.50% for all other pay points made in May 2024 was the final offer
130. GMB members voted to accept the offer, the other two unions have rejected the offer and Unite have warned that a ballot for strike action is now likely so further updates are awaited.
131. The National Joint Council for Local Authority and Fire Rescue Services (NJC) agreed a pay increase of 4.0% to be paid to all Grey book staff effective from 1 July 2024, plus an improved occupational maternity pay provision (26 weeks at full pay, inclusive of all allowances and CPD, followed by 13 weeks at SMP). Cabinet is recommended to approve the transfer of budgeted funding of £0.6m held for pay inflation to Oxfordshire Fire & Rescue Service.
132. Agreement has also been reached on the 2024 pay award for local authority Chief Officers, with the representatives of Chief Officers accepting the Employers' offer of a 2.5% pay increase effective from 1 April 2024.

Reserves

133. As set out in Annex B - 3 Earmarked Reserves are forecast to be £175.0m at 31 March 2025.

Transformation Reserve

134. £10.0m funding was agreed to be added to the Transformation Reserve as part of the budget agreed in February 2024. £2.3m of this funding is being used to support revenue budget investments, with £1.5m supporting the 2024/25 budget and a further £0.8m in 2025/26.
135. The remaining £7.7m is being used to enable the next phase of transformation to be delivered and to create a sustainable council for the future. £5.3m of this funding is expected to be used in 2024/25.

Redundancy Reserve

136. The balance held in the Redundancy Reserve was £2.4m at 31 March 2024.

Reflecting the need to reduce the size of the council to be sustainable in future £5.0m was agreed to be added to the reserve as part of the 2024/25 budget. £3.7m of the funding held in the reserve is currently expected to be used in 2024/25.

COVID-19 Reserve

137. As set out in the Provisional Outturn Report for 2023/24 £1.4m funding not required to be used to fund pressures in Children's Social Care in 2023/24 based on the position at year end is available to support future pressures or initiatives. All of the other funding held in the reserve is built into the Medium Term Financial Strategy.

Business Rates & Council Tax Collection Fund Reserve

138. As set out in the Reserves and Balances Policy Statement for 2024/25 this reserve is held to manage fluctuations in Business Rates and Council Tax income that the Council receives, and the intention set out in the Reserves and Balances Policy Statement for 2024/25 was to hold a balance of £4.0m. Following confirmation of grant funding and the local share that will be passed to the council by the districts, plus £0.8m estimated pooling income for 2024/25 relating to the North Oxfordshire Pool, total funding for business rates is now estimated to be £101.7m compared to £99.5m in the budget agreed by Council in February 2024.

139. Cabinet is requested to approve virements to update the budget for the additional funding and to reflect the transfer of £2.1m to the Collection Fund Reserve. After taking account of this funding, and additional amounts added to the reserve at the end of 2023/24, the total in the reserve is currently expected to be £8.5m at the end of 2024/25. The use of this funding will be considered through the Budget & Business Planning Process for 2025/26.

Dedicated Schools Grant (DSG) Unusable Reserve

140. An unusable reserve was created in 2020/21 to hold **negative High Needs DSG balances** in line with a change to the CIPFA code of practice on DSG High Needs deficits. The net deficit of £21.3m for 2024/25 will increase the total High Needs deficit held in the reserve to £77.1m as at 31 March 2025. The regulations which require the negative balance to be held in an unusable reserve will come to an end on 31 March 2026. The impact of the unusable reserve on the council's ability to set a balanced budget over the medium term will need to be considered through the Budget & Business Planning Process for 2025/26.

Grants

141. As set out in Annex B - 4 government grants totalling £502.3m are expected to be received by the Council during 2024/25. This includes £14.7m in schools' grants for additional mainstream funding, early years funding and pupil premium, plus Adult Social Care Market Sustainability and Improvement Fund (£10.0m).

Homes for Ukraine

142. Following the launch of the Homes for Ukraine (HfU) scheme by the UK government in March 2022, upper tier councils have been in receipt of a tariff fund for individual arrivals in their area of responsibility as well as funding for

thank you payments for hosts. Funding for the tariff element was originally provided as a one-off payment at the level of £10,500 per guest, falling to £5,900 for all new arrivals from 1 January 2023. For eligible minors the tariff continues at £10,500.

143. Further information about the on-going scheme and updated proposals for the use of the tariff funding in Oxfordshire is included in Annex C.

General Balances

144. The risk assessed level of balances for 2024/25 is £30.2m.

145. As set out in the Provisional Outturn Report for 2023/24 one-off balance of £2.3m has been held in balances pending a decision about future use.

146. After taking account of the forecast underspend and the additional £2.3m noted in paragraph 145, balances are currently forecast to be £2.8m above the risk assessed level at 31 March 2025.

Business Management & Monitoring Report
Position to the end of July 2024
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Reported	Change in Variance	Projected Year End Traffic Light
	£000	£000	underspend- overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Adult Services	250,171	250,171	0	0.00%	0	0	G
Children's Services	197,372	199,626	2,254	1.14%	0	2,254	A
Environment & Highways	69,707	70,607	900	1.29%	1,600	-700	A
Economy and Place	1,778	1,778	0	0.00%	0	0	G
Oxfordshire Fire & Rescue Service and Community Safety	28,106	28,756	650	2.31%	650	0	R
Public Health & Communities	12,600	12,600	0	-1.03%	0	0	G
Resources and Law & Governance	57,606	58,926	1,320	2.29%	600	720	R
Transformation, Digital & Customer Experience	3,257	3,257	0	0.00%	0	0	G
Directorate Total Net	620,597	625,721	5,124	0.83%	2,850	2,274	G

Business Management & Monitoring Report
Position to the end of July 2024
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Reported	Change in Variance	Projected Year End Traffic Light
	£000	£000	underspend- overspend+	£000	%	Reporting Month £000	£000
							Red > 1.5% Amber >1.1% <1.5% Green on track
Budget held Centrally							
Capital Financing							
Capital Financing - Principal	14,933	14,933	0	0.00%	0	0	
Prudential Borrowing Recharges	-9,557	-9,557	0	0.00%	0	0	
Capital Financing - Interest	15,351	12,300	-3,051	-19.87%	-1,360	-1,691	
Interest on Balances	-10,673	-13,180	-2,507	23.49%	0	-2,507	
Contingency	7,321	7,321	0	0.00%	-1,490	1,490	
Pay Inflation held corporately	15,116	15,116	0	0.00%	0	0	
Unringfenced Specific Government Grants	-52,125	-52,125	0	0.00%	0	0	
Insurance	1,737	1,737	0	0.00%	0	0	
Contribution from COVID-19 Reserve	-3,756	-3,756	0	0.00%	0	0	
Contribution from Budget Priorities Reserve	-1,396	-1,396	0	0.00%	0	0	
Contributions to (+)/from (-)reserves	13,871	13,871	0	0.00%	0	0	
Total Budget held Centrally	-9,178	-14,736	-5,558	60.56%	-2,850	-2,708	
Net Operating Budget	611,419	610,985	-434	-0.07%	0	-434	
Business Rates & Council Tax Funding	-611,419	-611,419	0	0.00%	0	0	
Forecast Year End Position	0	-434	-434	-0.07%	0	-434	

Business Management & Monitoring Report
Position to the end of July 2024
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Reported	Change in Variance	Projected Year End Traffic Light
	£000	£000	underspend- overspend+	%	Reporting Month £000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track

Funded by	
Council Tax Requirement	- 498,633
Council Tax Surpluses	- 11,705
Care Leavers Discount	21
Business Rates Top-Up	- 42,128
Revenue Support Grant	- 1,535
Business Rate Local Share	-37,494
Business Rates collection Fund Surplus	-
Section 31 grant	- 19,945
Total	-611,419

Business Management and Monitoring Report: Adult Services
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
				£000		
SCS1	Adult Social Care	27,059	27,359	300	0	300
SCS2	Other Adult Social Care Services	5,501	5,201	-300	0	-300
SCS3	Housing & Social Care Commissioning	1,378	1,378	0	0	0
SCS4	Business Support Service	1,141	1,141	0	0	0
SCS5	Pooled Budget Contributions	215,092	215,092	0	0	0
Total Adult Services		250,171	250,171	0	0	0

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
CEF1	Education & Learning	50,774	50,774	0	0	0
CEF2	Early Help, Front Door + Social Care	87,323	88,762	1,439	0	1,439
CEF3	Provider Services & Safeguarding	49,734	49,734	0	0	0
CEF4	Schools	215	215	0	0	0
CEF5	Children's Services Central Costs	9,326	10,141	815	0	815
CEF9	Children's Services Corporate Overheads	0	0	0	0	0
Total Children's Services		197,372	199,626	2,254	0	2,254

MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)

Schools DSG	129,099	129,099	0	0	0
High Needs DSG	88,440	109,702	21,262	21,262	0
Early Years DSG	74,767	74,767	0	0	0
Central DSG	5,154	5,154	0	0	0
Total DSG Funded Expenditure	297,460	318,722	21,262	21,262	0

Business Management & Monitoring Report : Oxfordshire Fire & Rescue Service and Community Safety
Position to the end of July 2024
Revenue Budget Monitoring

	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£000	£000	underspend- overspend+	£000	£000
CDA3 Community Safety					
COM4-1 Community Safety Management	0	0	0	0	0
COM4-2 Fire & Rescue	26,417	27,067	650	650	0
COM4-3 Emergency Planning	309	309	0	0	0
COM4-5 Trading Standards	1,381	1,381	0	0	0
Total Community Safety	28,106	28,756	650	650	0

Business Management & Monitoring Report : Public Health & Communities
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Reported	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
PHDIRZD	Public Health Directorate	0	0	0	0	0
PH1	PH - Mandatory Functions	19,470	19,370	-100	0	-100
PH2	PH - Non Mandatory Functions	19,180	19,080	-100	0	-100
PH3	Public Health Recharges	577	577	0	0	0
PH4	Grant Income	-34,401	-34,401	0	0	0
	Transfer to Public Health Reserve	0	200	200	0	200
Total Public Health		4,826	4,826	0	0	0

Business Management & Monitoring Report : Public Health & Communities
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Reported	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
COD1-2	Homes for Ukraine	0	0	0	0	0
COD5-3	Libraries & Heritage	7,774	7,774	0	0	0
COD9-3	Migration	0	0	0	0	0
Total Libraries & Heritage		7,774	7,774	0	0	0
Total Public Health & Communities		12,600	12,600	0	0	0

Business Management & Monitoring Report: Economy and Place
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
EP1	OXLEP	0	0	0	0	0
EP2	Economy	0	0	0	0	0
EP3	Strategic Planning	696	696	0	0	0
EP4	Climate Action	1,184	1,184	0	0	0
EP5	Place Making	-1,881	-1,881	0	0	0
EP6	Innovation	303	303	0	0	0
EP7	Senior Management Team	980	980	0	0	0
EP8	Business Performance & Services Improvement	496	496	0	0	0
Total Economy & Place		1,778	1,778	0	0	0

Business Management & Monitoring Report: Environment & Highways
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
EH1	Infrastructure Delivery	1,243	1,243	0	0	0
EH2	Environment	37,123	37,123	0	0	0
EH3	Transport Policy	13,170	13,170	0	0	0
EH4	Highways & Maintenance	20,683	19,383	-1,300	0	-1,300
EH5	Network Management	-6,361	-4,161	2,200	1,600	600
EH6	Supported Transport	1,875	1,875	0	0	0
EH7	Senior Management Team	279	279	0	0	0
EH8	Data Intelligence & Business Support	1,695	1,695	0	0	0
Total Environment & Highways		69,707	70,607	900	1,600	-700

Business Management & Monitoring Report: Resources and Law & Governance
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
HRCCDIR	HR & Cultural Change	4,977	4,797	-180	0	-180
FCSDIR	Financial & Commercial Services	9,506	9,506	0	0	0
PADIR	Property & Assets	19,155	19,155	0	0	0
PAPDIR	Public Affairs, Policy & Partnership	4,409	4,409	0	0	0
CORPDIR	Corporate Services	10,681	11,581	900	0	900
LGCRDIR	Law & Governance	8,878	9,478	600	600	0
Total Resources and Law & Governance		57,606	58,926	1,320	600	720

Business Management & Monitoring Report: Transformation, Digital & Customer Experience
Position to the end of July 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
TDCE1	Delivery Unit	-1,027	-1,027	0	0	0
TDCE2	Customer Experience	3,437	3,437	0	0	0
TDCE3	Digital	0	0	0	0	0
TDCE4	Insight & Corporate Programmes	676	676	0	0	0
TDCE5	TDCE Management	171	171	0	0	0
Total Transformation, Digital & Customer Experience		3,257	3,257	0	0	0

**Business Management Report
Position to the end of July 2024**

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate (CD = Cross Directorate)	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	Sept	June	Wraparound Childcare Programme 24.25	CEF1-4	Access to Learning	T	2,110	0
				VSMMGT	Strategic Measures	T	0	-2,110
			2024/25 Fire Service pay award	COM4-2	Fire & Rescue	P	570	0
	Sept	July	Amend the allocation of Ofsted readiness supported accomodation grant	VSMMGT	Strategic Measures	P	-570	0
				CEF3-1	Provider Services	P	691	299
CS	Sept	July	FSP Adult Facing Posts Mental Health (from 01/08/24)	VSMMGT	Strategic Measures	P	0	-990
				CEF3-1	Provider Services	P	564	0
SM	Sept	July	Additional S31 grant Business Rates reliefs and Pooling Income - increase funding and increase budgeted contribution to Collection Fund Reserve	CEF5-1	Management & Admin	P	-564	0
				VSMMGT	Strategic Measures	T	2,100	-2,100
Grand Total							4,900	-4,900

**Business Management Report
Position to the end of July 2024**

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CS	Sept	June	CSC Holding code budget realignment	CEF2-9	Change	P	-228	0
				CEF3-1	Provider Services	P	60	0
				CEF3-2	QA Safe + Recruit + Retention	P	97	0
				CEF5-1	Management & Admin	P	70	0
			Create expenditure budget for the growth of the enhanced fostering service.	CEF2-3	Childrens Social Care	P	-68	0
				CEF3-1	Provider Services	P	68	0
			Anchor Team - Increase income & expenditure budgets in line with expected grant increase	CEFATV	Adopt Thames Valley	T	67	-67
				CEF2-3	Childrens Social Care	T	17	0
			Invest to save project so set up the expenditure budgets for New homes for activities - T	CEF3-1	Provider Services	T	-17	0
				CEF2-3	Childrens Social Care	P	-81	0
			Invest to save project so set up the expenditure budgets for New homes for activities	CEF3-1	Provider Services	P	81	0
				CEF1-2	SEND	P	343	0
			Reversing duplicate SEN savings reallocation	CEF5-1	Management & Admin	P	-343	0
				CEF2-1	Early Help	T	60	0
	Improvement of Early Help processes for Oxfordshire's Partnership and Locality Community Support Workflow	CEF2-9	Change	T	-60	0		
		CEF3-1	Provider Services	T	-188	0		
	Sept	July	FSP Adult Facing Posts Mental Health (MIND from 01/04/24 - 31/07/24). Part year adjustment to reflect mid year change to contract.	CEF5-1	Management & Admin	T	188	0
				CEF2-1	Early Help	P	-50	0
				CEF2-2	Front Door	P	50	0
				CEF2-1	Early Help	P	-357	0
CEF2-2				Front Door	P	357	0	
CEF3-1				Provider Services	T	170	-170	
AS	Sept	June	2025ASC615 & 24AD5 S117 Funding correction of coding from Live Well to Age Well Pools	ACSNPOOL	Live Well Pool	P	-3,000	3,000
				BCFPOOL	Age Well Pool	P	4,400	-4,400
				SCS5	Pooled Budget Contributions	P	900	-900
			PD U65 Budget move to Age Well +65	ACSNPOOL	Live Well Pool	P	-875	875
				BCFPOOL	Age Well Pool	P	875	-875
				SCS5	Pooled Budget Contributions	P	0	0
			DoLS funding to cover permanent staff	SCS1-2	Safeguarding & Mental Health	P	400	0
				SCS5	Pooled Budget Contributions	P	-400	0
			24/25 OSJ Uplift	ACSNPOOL	Live Well Pool	P	41	-41
				BCFPOOL	Age Well Pool	P	1,005	-1,005
				SCS5	Pooled Budget Contributions	P	0	0

**Business Management Report
Position to the end of July 2024**

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000		
AS	Sept	June	24.25 Panel Uplifts - Reallocating centrally held money for inflation uplifts	ACSNPOOL	Live Well Pool	P	241	-241		
				BCFPOOL	Age Well Pool	P	9	-9		
				SCS5	Pooled Budget Contributions	P	0	0		
			Equipment/albany and telecare contract increase repost 23/24 temporary virement	BCFPOOL	Age Well Pool	P	226	-226		
				SCS5	Pooled Budget Contributions	P	0	0		
				24/25 LTF Budget Updates	BCFPOOL	Age Well Pool	P	2,617	-2,617	
			Community Capacity no longer in pool	SCS5	Pooled Budget Contributions	P	0	0		
				BCFPOOL	Age Well Pool	P	0	1,100		
				SCS5	Pooled Budget Contributions	P	-1,100	0		
			Amendment to LTF Age Well budget adjustments	BCFPOOL	Age Well Pool	P	-306	306		
				SCS5	Pooled Budget Contributions	P	0	0		
			24/25 Live Well Budget updates	ACSNPOOL	Live Well Pool	P	206	-206		
		SCS5		Pooled Budget Contributions	P	0	0			
		Inflation & Savings Budget Adjustments	SCS2	Health Ed. & Social Care Commissioning	P	-17	0			
			SCS5	Pooled Budget Contributions	P	17	0			
			July	Budget Realignment - Correct LD and PD budget contribution	ACSNPOOL	Live Well Pool	P	0	0	
		EP	Sept	June	Tidy up of Place IDT001	ACSNPOOL	Live Well Pool	P	14,396	-14,396
						BCFPOOL	Age Well Pool	P	8,920	-8,920
			Sept	July	Temp Grant Budget for transparency - Zero Emissions Transport City	BCFPOOL	Age Well Pool	P	113	-113
SCS5	Pooled Budget Contributions					P	0	0		
ASC Inflation Budget Reallocation 23/24 (Panel)	ACSNPOOL		Live Well Pool	P	343	-343				
	BCFPOOL		Age Well Pool	P	9	-9				
	SCS5		Pooled Budget Contributions	P	0	0				
2025ASC615 & 24AD5 S117 Funding	BCFPOOL		Age Well Pool	P	-4,836	4,836				
	SCS5		Pooled Budget Contributions	P	-900	900				
SM	Sept		June	Business Rates local share correction	EP5	Place Making	P	-775	775	
	Sept	July	Strategic Measures Un-ringfenced grant budgets	EP5	Place Making	T	188	-188		
CD	Sept	June	Increase in Domestic Abuse Grant allocation	VSMMGT	Strategic Measures	P	-41	41		
				VSMMGT	Strategic Measures	P	-82	82		
				VSMMGT	Strategic Measures	T	141	-141		
CD	Sept	June	Increase in Domestic Abuse Grant allocation	PH2	PH Non-Mandatory Functions	P	22	0		
				VSMMGT	Strategic Measures	P	0	-22		

**Business Management Report
Position to the end of July 2024**

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000	
CD	Sept	June	EP4 Budget Tidy - Correct cost centre coding	EH7	Senior Management Team	P	61	0	
				EP7	Senior Management Team	P	-61	0	
			Member allowances 5% uplift for 2023-24	LGCRDIR	Law & Governance	P	62	0	
				VSMMGT	Strategic Measures	P	-62	0	
			Pay Inflation Contingency Children's - Apprenticeship Levy and Prem Retirement	CEF2-9	Change	P	3	0	
				CEF5-1	Management & Admin	P	98	0	
				CEF5-2	Prem Retirement Compensation	P	192	0	
				VSMMGT	Strategic Measures	P	-293	0	
			Leaving Care Allowance Uplift Grant 24/25	CEF2-3	Childrens Social Care	T	136	0	
				VSMMGT	Strategic Measures	T	0	-136	
			Supporting Families Base Funding 24/25	CEF2-1	Early Help	P	93	0	
				VSMMGT	Strategic Measures	P	0	-93	
			Supporting Families -PBR Q1 24/25	CEF2-1	Early Help	T	152	0	
				VSMMGT	Strategic Measures	T	0	-152	
			July	Rough Sleeper - Care Leavers Grant 24/25	CEF2-3	Childrens Social Care	T	95	0
					VSMMGT	Strategic Measures	T	0	-95
	Green Book Pay Award 2023/24 - partial reversal	FCSDIR		Financial & Commercial Services	P	-101	0		
		VSMMGT		Strategic Measures	P	101	0		
	Reversal of £1.5m DTFT2024 delayering savings (prior to organisational restructure)	CEF5-1		Management & Admin	P	468	0		
		COM4-2		Fire & Rescue	P	186	0		
		CORPDIR		Corporate Services	P	57	0		
		EH7		Senior Management Team	P	153	0		
		FCSDIR		Financial & Commercial Services	P	46	0		
		HRCCDIR		HR & Cultural Change	P	27	0		
		LGCRDIR		Law & Governance	P	47	0		
		PADIR		Property & Assets	P	71	0		
		PAPPDIR		Public Affairs, Policy & Partnership	P	25	0		
		SCS1-1		Social Care Management & Practice	P	317	0		
		TDCEdir		Trans, Digital & Customer Service	P	-1,398	0		
	EP Allocate Savings targets Q1	EH3		Transport Policy	T	-23	0		
		EH4	Highways & Maintenance	T	-28	0			
		EH5	Network Management	T	-14	0			
EH7		Senior Management Team	T	102	0				
EH8		Data Intelligence & Business Support	T	-3	0				
EP3		Strategic Planning	T	-5	0				
EP4		Climate Action	T	-2	0				
EP5		Place Making	T	-27	0				

**Business Management Report
Position to the end of July 2024**

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000		
CD	Sept	July	Delaying savings Tiers 1 & 2 Full Year Effect	CEF5-1	Management & Admin	P	7	0		
				COM4-2	Fire & Rescue	P	21	0		
				EH7	Senior Management Team	P	-171	0		
				EP7	Senior Management Team	P	-145	0		
				FCSDIR	Financial & Commercial Services	P	30	0		
				HRCDDIR	HR & Cultural Change	P	15	0		
				LGCRDIR	Law & Governance	P	11	0		
				PADIR	Property & Assets	P	20	0		
				PAPDIR	Public Affairs, Policy & Partnership	P	15	0		
				SCS1-1	Social Care Management & Practice	P	7	0		
				TDCEDIR	Trans, Digital & Customer Service	P	190	0		
					Delaying savings following the new organisational structure of T1 & 2	CORPDIR	Corporate Services	P	-155	0
						PAPDIR	Public Affairs, Policy & Partnership	P	-138	0
						TDCEDIR	Trans, Digital & Customer Service	P	293	0
EH	Sept	July	Virement to support BSIP grant expenditure 24/25	EH3	Transport Policy	T	3,565	-3,565		
			Transfer of an element of N60210 staffing budget into NTH300 staffing budget	EH4	Highways & Maintenance	P	-94	0		
				EH5	Network Management	P	94	0		
PH & C	Sept	June	Coding corrections to the Bookfund	COD5-3	Libraries & Heritage	T	-4	4		
RLG	Sept	June	Reallocate budgets to align with expenditure	PADIR	Property & Assets	P	87	-87		
	Sept	July	Budget realignment following staffing restructure	LGCRDIR	Law & Governance	P	0	0		
			Virement to support staff moves from CSI to HR	HRCDDIR	HR & Cultural Change	T	152	0		
				PAPDIR	Public Affairs, Policy & Partnership	T	-152	0		
Grand Total							27,096	-27,096		

Business Management & Monitoring Report
Position to the end of July 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Revenue Grants Unapplied				
Grants and Contributions Reserve	33.7	-10.8	22.9	This reserve holds unspent ring-fenced grants and contributions committed to be spent in future years. This includes Public Health ringfenced grant and funding for the Homes for Ukraine Scheme in Oxfordshire.
Covid-19 Reserve	7.9	-3.8	4.1	This reserve is set up to meet ongoing and emerging pressures and longer term service demands arising from the COVID-19 Pandemic. The use of £6.1m funding from the reserve is built into the council's Medium Term Financial Plan agreed in February 2024. After taking account of the position at the end of 2023/24 £1.4m is uncommitted and available to support pressures.
Government Initiatives Reserve	3.2	-0.5	2.7	This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.
Subtotal Revenue Grants Unapplied	44.7	-15.0	29.7	
Corporate Priorities				
Budget Priorities Reserve	10.7	-9.0	1.7	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Strategy.
Transformation Reserve	1.8	3.2	5.0	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Zero Emissions Zone (ZEE)	1.2	0.0	1.2	This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEE in the future years.
Commercial Pump Priming Reserve	0.0	2.0	2.0	This reserve is being used to support the Council's Commercial Strategy
Subtotal Corporate Priorities	13.8	-3.9	9.9	

Business Management & Monitoring Report
Position to the end of July 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Funding for Risk				
Insurance Reserve	10.3	0.0	10.3	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.
Demographic Risk Reserve	17.0	4.0	21.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility this reserve is being held to help manage demographic risk. The MTFS includes a budgeted contribution of £4.0m in each year.
Council Elections	0.6	0.2	0.8	This will be used to fund future elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Redundancy Reserve	2.4	1.3	3.7	This reserve is available to fund redundancy costs arising from Transformational Change.
Trading Accounts	0.1	-0.1	0.0	This reserve holds funds relating to traded activities to help manage volatility year to year or future investments.
Council Tax Collection Fund Reserve	3.0	-3.0	0.0	This reserve holds any surplus/ deficit as a result of income from council tax being more or less than originally estimated. This reserve has been replaced with the Collection Fund reserve in 2024/25.
Business Rates Reserve	11.7	-11.7	0.0	This reserve is to smooth the volatility of Business Rates income and to mitigate risk around future changes to Business Rates. This reserve has been replaced with the Collection Fund reserve in 2024/25.
Collection Fund Reserve	0.0	8.5	8.5	Create one new collection fund reserve and remove balances from Business Rates and CT reserves. Total includes £4.0m planned balance + additional Business Rates funding of £2.0m received in 2023/24 and a further £2.2m forecast additional funding in 2024/25.
IFRS 9 (Changes in the Value of Treasury Management Pooled Funds)	0.0	5.0	5.0	New reserve created as part of the 2024/25 budget to smooth the potential impact of IFRS9 (changes in the value of Treasury Management Pooled Funds at year end) which may otherwise impact on the revenue account if the statutory override which removes changes in their value from the accounts ends on 1 April 2025.
Subtotal Risk	45.0	4.2	49.2	

Business Management & Monitoring Report
Position to the end of July 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Capital & Equipment				
Capital Reserves	80.8	-16.2	64.7	This reserve has been established for the purpose of financing capital expenditure in future years. Drawdown will be confirmed later in the year.
Vehicle and Equipment Reserve	4.1	-1.7	2.4	This reserve is to fund future replacements of vehicles and equipment.
Investment Pump Priming Reserve	0.1	0.0	0.1	Funding held to meet the costs of self-financing schemes which require pump priming until the funds are returned. Agreed to be used to support the following schemes as part of the 2023/24 budget: Low Carbon Business Travel Project (grey fleet) £0.8m, Energy Efficiency Recycling Fund for OCC Maintained Schools £0.8m, Initial funding to develop plans for the workplace charging levy £0.2m.
Subtotal Capital & Equipment	85.1	-17.9	67.2	
Other Reserves				
Schools' Reserves	13.0	0.0	13.0	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts which are operated in respect of inter-school activities.
Partnership Reserves	2.1	-0.3	1.7	This relates to funding for the Growth Deal
On Street Car Parking Reserve	6.5	-2.2	4.3	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute.
Subtotal Other Reserves	21.6	-2.5	19.0	
Total Earmarked Reserves	210.1	-35.1	175.0	

Business Management & Monitoring Report
Position to the end of July 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
DSG Unusable Reserve *	-45.6	-21.3	-66.9	* total excluding positive balances (eg. new schools set up fund offset by High Needs Deficit)
DSG High Needs deficit within Unusable Reserve *	-55.8	-21.3	-77.1	
Total Earmarked Reserves after DSG Unusable Reserve	164.5	-56.4	108.2	

Business Management Report
Position to the end of July 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Adult Services					
R	Improved Better Care Fund	DHSC	10,705	0	0	10,705
R	Adult Social Care Market Sustainability and Improvement Fund	DHSC	10,026	0	0	10,026
R	Adult Social Care Discharge Fund	DHSC	1,501	1,000	0	2,501
	TOTAL ADULT SERVICES		22,232	1,000	0	23,232
	Children's Services					
	Dedicated School Grants					
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	132,163	-3,064	-657	128,442
R	Dedicated Schools Grant (DSG) - Central Block	DfE	5,153	1	0	5,154
R	Dedicated Schools Grant (DSG) - Early Years Block	DfE	73,221	1,546	-1,160	73,607
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	89,405	-965	1,046	89,486
	Subtotal DSG Grants		299,942	-2,482	-771	296,689
	School Grants					
R	Pupil Premium	DfE	8,194	0	-122	8,072
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	321	0	0	321
R	PE and Sport Grant	DfE	2,217	0	0	2,217
R	Universal Infant Free School Meals	DfE	4,047	0	0	4,047
R	Teacher's Pay Grant	DfE	0	0	0	0
R	Teacher's Pension Grant	DfE	10	0	0	10
	Subtotal School Grants		14,789	0	-122	14,667

Business Management Report
Position to the end of July 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Esimate 2024/25	In year	In year	Latest
			£000	Adjustments / New Allocations previously reported £000	Adjustments/ New Allocations reported this time £000	Allocation £000
	Other Children's Services Grants					
	<u>Education</u>					
R	Role of Virtual School Heads to children with a social worker	DfE	0	0	0	0
R	Role of Virtual School Heads to Previously Looked after Children	DfE	0	0	0	0
R	Pupil Premium Plus post 16 pilot	DfE	0	0	0	0
R	Supported Internships for Young People with SEND	NDTi	0	0	0	0
R	Intervention Delivering Better Value in SEND - Grant for Data Analysis	DfE	0	0	0	0
R	Multiply	DfE	0	0	0	0
R	Music Service	AC	844	0	0	844
	<u>Social Care</u>					
R	Youth Justice Grant	YJB	704	0	0	704
R	Asylum (UASC and Post 18)	HO	4,636	1,335	0	5,971
R	Extended Personal Adviser Duty Grant - Care Leavers Staffing	DfE	112	0	0	112
R	Staying Put Implementation Grant - Fostering Main	DfE	288	0	0	288
R	Remand Framework	YJB	37	0	0	37
R	Reducing Parental Conflict Workforce Development Grant	DWP	0	60	0	60
R	Matching project - Adoption Grant	DfE	0	114	0	114
R	Holiday Activities and Food Programme	DfE	0	1,547	0	1,547
R	Adopton Support Fund	DfE	0	0	0	0
R	Family Group Conferences	DfE	0	178	0	178
R	Turnaround Programme	YJB	0	150	0	150
R	Child Decision Making Pilots (NRM)	HO	0	60	-12	48
R	Fostering Recruitment Support Hub Mobilisation	DfE	0	42	0	42
R	Employer Support Fund - Social Work Apprenticeships	DfE	0	0	2	2
U	Implementation of Supported Accommodation Reforms	DfE	299	0	691	990
	Subtotal Other Children's Services Grants		6,920	3,486	681	11,087
	TOTAL CHILDREN'S SERVICES		321,651	1,004	-212	322,443

Business Management Report
Position to the end of July 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Esimate 2024/25	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
	Economy & Place					
	TOTAL ECONOMY & PLACE		0	0	0	0
	Environment & Highways					
R	Bus Service Operators Grant	DfT	309	0	0	309
R	Natural England	DEFRA	227	0	0	227
R	PMO	H&GD	70	0	0	70
R	LNRS Natural Environment	NE	0	0	111	111
R	Active travel	ATE	0	0	90	90
R	Capability & Ambition Fund	ATE	0	0	1,136	1,136
	TOTAL ENVIRONMENT & HIGHWAYS		606	0	1,337	1,943
	Public Health & Communities					
R	Public Health Grant	DHSC	34,401	0	0	34,401
R	Local Stop Smoking Grant	DHSC	790	5	0	795
R	Homes for Ukraine	DLUHC	0	0	0	0
	TOTAL PUBLIC HEALTH & COMMUNITIES		35,191	5	0	35,196
	Fire & Rescue Service and Community Safety					
R	Fire Fighter's Pension Fund Grant	DLUHC	1,061	0	0	1,061
R	Fire Fighter's Pension Fund Admin Grant	DLUHC	75	0	0	75
R	Fire Protection Uplift Grant	DLUHC	303	-51	0	252
R	Fire Fighter's New Dimensons Grant	DLUHC	40	0	0	40
	TOTAL FIRE & RESCUE and COMMUNITY SAFETY		1,479	-51	0	1,428

Business Management Report
Position to the end of July 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
	Resources and Law & Governance					
	TOTAL RESOURCES and LAW & GOVERNANCE		0	0	0	0
	Transformation, Digital & Customer Experience					
	TOTAL TRANSFORMATION, DIGITAL & CUSTOMER EXPERIENCE		0	0	0	0
	Strategic Measures					
U	Lead Local Flood Authority	DEFRA	45		-45	0
U	Extended Rights to Free Travel	DfE	278	707		985
U	Firelink	DLUHC	213		-126	87
U	New Homes Bonus	DLUHC	1,700		-26	1,674
U	Local Reform & Community Voices Grant	DfE	328		0	328
U	Social Care in Prisons Grant	DfE	183			183
U	War Pensions Disregard Grant	DfE	4			4
U	Social Care Support Grant (including Independent Living Fund)	DLUHC	42,443			42,443
U	Services Grant	DfE	444		58	502
U	Supplementary Substance Misuse Treatment & Recovery Grant	OHID	635	501		1,136
U	Supplementary Substance Misuse Inpatient Detox & Rehabilitation	OHID	80			80
U	Supplementary Substance Misuse Treatment & Recovery Housing Grant	OHID	622			622
U	Domestic Abuse Duty Grant	DLUHC	1,151		38	1,189
U	Rough Sleeping Drugs & Alcohol Grant	DLUHC	1,140			1,140
U	Individual Placement and Support in community drug and alcohol treatment	OHID	228			228
U	Supporting Families - previously Troubled Families	DLUHC	1,048	0	245	1,293
U	Leaving Care Allowance Uplift Grant	DfE	0	0	136	136
U	Rough sleeping strategy - Care Leavers	DfE	0	0	95	95
U	Implementation of Supported Accommodation Reforms	DfE	0	0	0	0
	Subtotal Strategic Measures		50,541	1,208	376	52,125

**Business Management Report
Position to the end of July 2024
Government Grants 2024/25**

Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
U	Business Rates					
U	Section 31 Grant for Business Rate Compensation	DLUHC	19,945		1,289	21,234
U	Business Rates S31 Grant Top-Up	DLUHC	42,128			42,128
U	Revenue Support Grant	DLUHC	1,394		141	1,535
	Subtotal Business Rates		63,467	0	1,430	64,897
	Grants held on behalf of Local Enterprise Partnership					
R	Dept for Business & Trade funding	BEIS	261			261
R	DfE Skills Bootcamp funding	DLUHC	2,696			2,696
	Subtotal Grants held on behalf of Local Enterprise Partnership		2,957	0	0	2,957
	TOTAL STRATEGIC MEASURES		116,965	1,208	1,806	119,979
	Total All Grants		497,518	3,166	1,594	502,278

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R	Ringfenced grant	DLUHC	Department for Levelling Up, Housing and Communities
U	Un-ringfenced grant	BEIS	Department for Business, Energy & Industrial Strategy
	<u>Issued by</u>	OHID	Office for Health Improvement and Disparities
HO	Home Office	DEFRA	Department for Environment, Food and Rural Affairs
DHSC	Department of Health & Social Care	AC	Arts Council
DfT	Department for Transport	YJB	Youth Justice Board
DfE	Department for Education	NDTi	National Development team for Inclusion

Business Management & Monitoring Report
Position to the end of July 2024
General Revenue Balances

	Forecast 2024/25	
	£m	£m
General Balances: Outturn 2023/24	42.026	
County Fund Balance		42.026
Planned Contribution from Balances (February 2024)		-3.700
Planned Contribution from Balances (June 2024)		-5.800
Original forecast outturn position 2023/24		32.526
Additions		0.000
Calls on balances deducted		0.000
Automatic calls on/returns to balances		0.000
Additional Strategic Measures		0.000
Net General Balances		32.526
Calls on / returns to balances requested in this report		0.000
Forecast Variation at Year End		0.434
Less forecast (overspend)/underspend (as set out in Annex 1)		0.434
Forecast Outturn position		32.960
Risk Assessed Level of Balances for 2024/25		30.200
Surplus/(deficit) balances compared to risk assessed level		2.760

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Annex – C

Homes for Ukraine funding: to report updated spending and additional allocations

Following the launch of the Homes for Ukraine (HfU) scheme by the UK government in March 2022, upper tier councils have been in receipt of a tariff fund for individual arrivals in their area of responsibility. Funding was provided as a one-off payment at the level of £10,500 per guest, falling to £5,900 for all new arrivals from 1 January 2023. For eligible minors the tariff continues at £10,500.

This funding is to support Ukrainian guests and their hosts. Oxfordshire residents have been exceptionally welcoming, with Oxfordshire's per-resident population hosting levels been amongst the highest in the country.

The overall grant funding to date (based on the number of arrivals) for the HfU programme in Oxfordshire is £23.1m. The original tariff allocation was intended to cover two years, but as the war in the Ukraine continued, the Oxfordshire Migration Partnership committed more funding to the end of March 2025 - this was approved by Cabinet in March 2024.

This paper sets out the funding allocations as of July 2024 – including the proposed allocations for 2025/6 and 2026/7. Cabinet is requested to approve the allocations for 2025/26 and note the indicative allocations for 2026/7.

This funding allocation is primarily to ensure sufficient staffing remains in place to deliver against the delivery plan that drives forward the work of the partnership.

Response in Oxfordshire

Oxfordshire's councils, supported by statutory services including Thames Valley Police, OxLEP and the NHS, organised a Homes for Ukraine response through the Oxfordshire Migration Partnership. Over the past year, the partnership has moved from an initial focus on basic welfare and safeguarding, to managing the transition of guests into sustainable accommodation through support for employment, skills and access to accommodation.

Working through the Migration Partnership, Oxfordshire councils - represented by their chief executives - agreed an outline allocation of tariff funding early in the scheme. The funding was apportioned based on the costs incurred by each council and for specific cross-cutting programmes led by either the county council or by one of the city and district councils, on behalf of all partners.

Formal grant agreements for the funding were allocated to the city and district councils, which was apportioned in outline before the volume of Ukrainian guests in Oxfordshire was known – the number of guests drives the tariff funding received.

The level of the funding and the number of guests in the county, meant that the conclusion of the grant agreements was a key decision. Initial allocations were agreed by [Cabinet in July 2023](#), with allocations to March 2025 noted in the [March 2024 BMMR report to Cabinet](#). Further allocations will be agreed by the County Council's Executive Director for Finance and Resources, in consultation with district and city Section 151 officers.

Updated spend and allocations

Table 1 below gives a summary of the current funding position for the Homes for Ukraine budget which shows £22.3 million has been proposed for allocation to 31 March 2027 from the total budget of £23.1m, leaving £0.8m of the unallocated funding remaining.

The total funding required for the additional allocations over the next two years is £3.6m: £1.9m for 2025/6 and £1.7m for 2026/7.

To fund this, the unallocated budget of £2.8m has been boosted to £4.3m by reallocating £1.5m on Move On contingency funding to it. The proposals would leave £0.8m of unallocated funding remaining.

Table 1: Homes for Ukraine budget summary – July 2024

Total budget	£23.1m
<i>Total allocated - 31 March 2025</i>	£20.3m
<i>Unallocated budget - 31 March 2025</i>	£2.8m
<i>Reallocation of Move On Contingency to unallocated budget</i>	<i>£1.5m</i>
<i>Total unallocated budget</i>	£4.3m
Total allocated – 31 March 2027	£22.3m (£10.5m spent as of July 2024)
Remaining unallocated budget	£0.8m

Table 2 below provides further detail of allocations to date against the key programme elements – it includes the funding allocation proposed for 2025/6, and the indicative funding for 2026/7.

Table 2: Summary of allocations to date and spend (see details below)

Programme element - allocations	Allocation July 2023 £m	Allocation Jan 2024 £m	Proposed allocation – as of July 2024 £m
Guest payments, DBS etc.	0.6	0.6	0.6
Wraparound support	0.4	0.6	0.6
Community Liaison Officers	0.3	0.5	0.7

Rematching resources (lead authority: Oxford City Council)	0.2	0.4	0.5
Funding allocated to County, City and Districts	5.8	7.4	8.9
Top-up payments for hosts	1.6	1.8	1.8
Bus passes	1.0	1.0	1.0
Move-on PRS, including Housing Capacity Team (lead authority: South Oxfordshire and Vale of White Horse District Councils)	6.0	6.2	4.9
Employment and Skills programme (lead authority: Oxfordshire County Council)	1.2	1.6	1.6
Football Inclusion Officer (Lead authority: Cherwell)		0.035	0.035
Community Grants (Lead authority: Cherwell)		0.050	0.050
Aspire Employment Project (Lead authority: OCC)		0.013	0.013
Impact Assessment (Lead authority: OCC)		0.020	0.020
Move On contingency (reallocated)			1.6
Total allocated funding	16.9	20.2	22.3
Unallocated funding	4.1	2.8	0.8
Total tariff funding	21.0	23.0	23.1

Guest Payments, DBS checks etc.

£561,576 spend July 2024 – no increase in allocation

£200 paid to Ukrainian guests when they arrive at host accommodation in Oxfordshire. This is a one-off 'welcome' payment managed by Oxfordshire County Council. The figure also includes DBS checks on hosts.

Wraparound support for Ukrainian guests

£425,495 spend July 2024 – no increase in allocation

Support provided through a contract with a community/ voluntary sector provider to provide a range of interventions, activities and events to support Ukrainians living in Oxfordshire, as well as helping new arrivals settle in and find their bearings. The support included help to access to suitable accommodation, finding employment, supporting volunteering and training opportunities and accessing vital support/ health/ welfare services. A new one-year contract started in March 2024 which focuses on signposting to existing services, as well as providing additional health and wellbeing and trauma support.

Community Liaison Officers (CLOs)

£468,165 spend July 2024 - allocation increased to £0.7m (resource extended to March 2027)

These officers are linked to city and district council areas and work closely with the wraparound support provided through the contract. The officers provide support for Ukrainian hosts and guests in their localities and provide an overview of community services and support. Increasingly, the CLO role is adapting to support wider needs of those settling in the county, such as those staying in asylum dispersal accommodation.

Rematching resources

£291,537 spend July 2024 - allocation increased to £0.6m (resource extended to March 2026)

Led by a team located in Oxford City Council, this partnership work enables a county-wide approach to prevent Ukrainian guests from becoming homeless by rematching them with hosts, when necessary. The rematching team continue to rematch, largely single person, households to reduce the need for Temporary Accommodation. The team has far greater focus on offering upstream bespoke housing advice to guests not yet in need of statutory homelessness support.

In the last year the team contacted hosts about long term hosting intentions and support needs of their guests. In the coming months the team will work with the Rehousing cell to build on this work and reach out to all hosts who are currently due to have 'Thank you' payments end next financial year.

It is anticipated that the rematching will not be needed beyond March 2026 therefore funding for this team has been allocated to March 2026 only. The situation regarding demand for this service will be closely monitored.

Funding allocated for Administration/ discretionary costs

£5,961,763 spend July 2024 – allocation increased to £0.9m resource extended to March 2027)

Funding for city, district and county councils to cover the costs of administering the Homes for Ukraine scheme. Administration costs include:

- Communications
- Finance/payment provision
- Customer contact centre
- Housing support
- Social care support (adults and children)

An initial payment of £500,000 was made to each district / city area with additional funding being paid according to costs and need from the unallocated funded, this was intended to cover the first two years of the scheme. Any funding remaining in the city and district's allocation has been carried over for them to continue to support staffing and administration costs in 2024/2025. Further allocations will support staffing across the system until March 2026, with an indicative allocation set for 2026/2027.

Top up for host payments

£1,498,850 spend by July 2024 – no increase in allocation

On-going, additional payment made to hosts as a 'top up' over and above Government agreed payments. Each sponsor (host) in Oxfordshire receives £550 per month.

Government 'standard' payments are £350 a month during the first 12 months of guest's stay, increasing to £500 once the guest has been in the UK for 12 months, for a duration of a further 24 months.

System partners have agreed that the locally funded host payment top-ups will continue at least until March 2025 with eligibility in-line with the national scheme.

Bus passes for Ukrainian guests

£769,835 spend July 2024 – no additional allocation

A 12-week free bus pass scheme was introduced for Ukrainians guests, to help them travel in Oxfordshire during their first few months in the UK. The initial scheme (introduced in June 2022) was extended by another 12 weeks, so all guests could apply for free bus passes for a period of up to 24 weeks. The free bus pass scheme has ended, with individual requests being considered on a case-by-case basis.

Move on Private Rental Sector (PRS)

£816,532 spend July 2024 – total allocation is £4.9m (no additional allocation)

The Housing Capacity Team cross-county team works to ensure the smooth transition of Ukrainian guests from their hosts into independent accommodation. Led by a team allocated in South Oxfordshire and Vale of White Horse Councils, this partnership work encompasses a range of activities covering:

- Staffing support
- Moving on private rental support
- Moving on guest support
- Moving on Homes for Multiple Occupancy (HMO) license application support.

Whilst current spend is very low there are significant risks related to rising homelessness across all cohort groups and therefore it is essential to have the budget available to reduce the risk of homelessness and support Ukrainians to move into settled accommodation and prevent the use of temporary accommodation.

In June 2024 the Migration Leads agreed to allocate the funding held as Move On contingency (£1.8 m) to the total unallocated pot of funding. This would enable staffing costs in the county, city and districts to be supported by the grant until March 2027 whilst providing a £0.8 m remaining unallocated budget. This funding will be used to for further programmes that support the integration of new arrivals in Oxfordshire.

Move on: Guest Support (£0.5 m allocation- no additional allocation)

In June 2024 the Migration Leads agreed that this funding should be distributed to the city and districts as per Table 3 below. It is expected that this funding will be utilised to help guests still to be housed in private rented accommodation. It will be distributed via the grant agreements in place and spend will be monitored each quarter with any surplus clawed back.

Table 3: Distribution of Move on Guest Support funding

	No. of guests still to be housed	£500 per group
Cherwell	154	£ 77,000
Oxford City	156	£ 78,000
South Oxfordshire	214	£ 107,000
Vale of White Horse	169	£ 84,500
West Oxfordshire	148	£ 74,000
Total	841	£ 420,500

Employment and skills programme (*allocation of £1.6m to March 2026*)

Stable employment is critical for Ukrainian guests to be able to access sustainable accommodation and minimise homelessness. The programme includes employment support, training and conversion courses, courses for English Speakers of Other Languages (ESOL) and work based ESOL (WBESOL).

The spend reported in the last update to Cabinet at £464,800 was incorrect, this was the committed spend for the current financial year. The actual spend to date currently is £191,000, showing a significant underspend. Delays with the procurement of contracts have slowed delivery. Significant progress has been made in recent months in terms of the recruitment of ESOL tutors, securing employment support provision and identifying a provider to deliver the ESOL learning app. It is expected that there will be a large increase in spend to the end of the financial year, with underspend being moved into 2025/2026 delivery. There is significant demand for ESOL amongst refugees, migrants and asylum seekers. It is therefore likely that provision could be scaled up as we build up a better local evidence base to understand the demand for these services.

District and City Council grant agreements

The additional funding allocation is set out in the Table 1 above with further funding as required by each council within the overall Homes for Ukraine envelope agreed by the Director of Finance in consultation with city and district councils s151 officers.

Initial spending was agreed in outline by Chief Executive's in compliance with the funding scheme requirement to passport funding from upper tier to lower tier authorities in two tier areas, as set out above and therefore significant elements of this funding has been provided in retrospect.

Draw down of additional funding is managed via issuing of a letter that acts as an additional schedule to the existing grant agreement

Quarterly finance reports are presented to the Oxfordshire Migration Partnership and Oxfordshire Treasurers Association to maintain oversight of the HfU funding.

Additional funding was secured for 2024-25 via the city and district councils' wider asylum resettlement funds to finance the adaptation of HfU services to support other refugees and asylum seekers in the county, as requested by chief executives. For 2024-25, it was agreed that 20% (£13,326.67 from each district) of the staff costs for the central system support teams - the Programme Management Team based in the County Council, and the Housing Capacity Team based at South & Vale District Councils – will be financed using this resettlement funding. The future of this funding is currently being confirmed by government.





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Annex D - Climate Action Plan - July 2024

Contents

Projects	Page
All projects	2

Key

Status Indicator	Status Description
	Misses target by significant margin
	Misses target by narrow margin
	Meets or exceeds target
	Data missing
n/a	Monitoring only

Project	PM/Measure Updater	Overall RAG	Overall Commentary	Milestones	Start Date	End Date	RAG
Expand Carbon Literacy training – targeting silver status	Kunal Prasad	Green	Initial scoping exercise being carried out focussed on expanding training offer. Further courses to be made available.	Initial scoping exercise for silver accreditation completed	01/07/2024	31/07/2024	Green
Deliver Carbon Management Plan 2022-30	Kunal Prasad	Amber	<p>The annual review and update of the Council's Carbon Management Plan 2022-30 has been completed and will be taken to Informal Cabinet for awareness in Q3</p> <p>Quarter 1 progress includes: Highways electrical assets - procurement of the new traffic signals maintenance contract commenced and is proceeding as planned. The conversion of traffic signals sites to LED is predicated on the new contract being in place.</p> <p>Property - procurement of the design & build contractor has been completed. The contracts sent for approval and works are due to start ahead of schedule. Energy audits for 15 corporate sites have been completed.</p> <p>Fleet - 4 out of the 10 electric minibuses have now been delivered. Two EVs have been ordered to replace existing diesel cars. 10 out of the 11 planned EV charge points have now been installed.</p>	E&P DDR001 - Convert 7 traffic signal sites to LED	01/04/2024	31/03/2025	Green
				E&P DDR002 - Convert bollards and signs to LED, solar power or de-illuminate	01/04/2024	31/03/2025	Green
				E&P DDR003 - Develop implementation plan for part-night dimming/ lighting	01/04/2024	31/03/2025	Green
				E&P DDR004 - Deliver funded phase 1 energy efficiency projects at 8 sites	01/04/2024	31/03/2025	Amber
				E&P DDR005 - Deliver PSDS funded phase 1 energy efficiency projects at 25 sites	01/04/2024	31/03/2025	Green
				E&P DDR006 - Analyse fuel usage data collated via the new One Fleet management system to identify vehicles suitable for replacement with EV	01/04/2024	31/03/2025	Amber
				E&P DDR007 - Replace c. 99 end-of-life/lease cars, vans and minibuses with electric vehicles	01/04/2024	31/03/2025	Amber
				E&P DDR008 - Replace 8 end-of-life/ lease cars and vans in Fire & Rescue with electric vehicles	01/04/2024	31/03/2025	Green
				E&P DDR009 - Expand EV charging infrastructure	01/04/2024	31/03/2025	Green
				E&P DDR0009 - Implement low carbon staff travel programme - attain approval of new Employee Business Travel Policy and begin implementation	01/04/2024	31/03/2025	Amber
Developing a carbon in setting strategy and action plan for net zero 2030.	Kunal Prasad	Green	<p>Work with consultants Anthesis to develop our internal carbon in setting/ offsetting strategy is progressing as planned.</p> <p>Two workshops with stakeholders held.</p> <p>1:1 engagement meetings with relevant Teams held between May & June.</p> <p>Draft offsetting/ insetting options appraisal report received from Anthesis and comments provided.</p>	E&PDDR001 - Options appraisal work completed with the appointed consultants and insetting/ offsetting strategy developed	01/04/2024	31/08/2024	Green
Support schools through Action on Carbon and Energy in Schools programme and deliver and evaluate success of pilot loan scheme.	Kunal Prasad	Green	<p>Action on Carbon and Energy in Schools programme was extended for a third year until March 2025.</p> <p>Three energy assessments have been completed to date; five are scheduled for quarter 2.; and three are due to be scheduled.</p> <p>1 school has been issued a Loan Agreement for installing LED lighting; 3 are almost ready for solar PV; the other 10 schools in the pipeline are obtaining quotes.</p>	E&P DDR001 - Complete 15 energy assessments of maintained schools	01/04/2024	31/03/2025	Green
				E&P DDR002 - Provide energy use analysis support to 5 schools	01/04/2024	31/03/2025	Green
				E&P DDR003 - Complete 12 one-to-one update recommendations reports	01/04/2024	31/03/2025	Green
				E&P DDR004 - The 13 schools in the Schools Energy Efficiency Loan pipeline to be supported to installation	01/04/2024	31/03/2025	Green
Develop process and toolkit to manage carbon in major infrastructure, highways maintenance and property programme (PAS2080)	Kunal Prasad	Green	<p>A review (gap analysis) is continuing on how we can apply PAS 2080 - carbon management in infrastructure schemes to our infrastructure and highways projects.</p> <p>An improvement plan will be developed as part of the gap analysis exercise.</p>	E&P DDR001 PAS2080 Gap Analysis report	01/06/2024	30/09/2024	Green
				E&P DDR002 PAS2080 Improvement Plan approved by OCC Leadership	01/06/2024	31/12/2024	Green
				E&P DDR003 Carbon assessment tool kit for decision making at early conception stage	01/06/2024	31/12/2024	Amber
				E&P DDR004 Carbon Analyser Tool project Future Highways Research Group	01/06/2024	30/08/2025	Amber
				E&P DDR005 Benchmark of OCC carbon tools/methods	01/06/2024	30/09/2024	Green
				E&P DDR006 Training of OCC key people Carbon Analyser Tool	01/08/2024	31/12/2024	Green
				E&P DDR007 Implementation of PAS2080 improvement plan	01/01/2025	31/12/2025	Green

Delivery of retrofit innovation programmes – Intelligent Smart Energy Engine	Dale Hoyland	Green	Significant pace of work has been undertaken through June; gearing up for public launch of the Energy Saver App on 16th July (after the General Election). We aren't able to recruit app users until the app is launched, hence the first target for app users should begin from August. The team has been making good use of Great Big Green Week to undertake some initial resident testing, with early socialisation of the app ahead of launch. A database of interested residents was created, and now has over 100 signups from people wanted to hear more about the app, and to be the first to hear when it launches.	E&P DDR001 Target of 500 Energy Saver App users	01/07/2024	31/07/2024	
				E&P DDR002 Target of additional 1500 Energy Saver App users (2000 total)	01/08/2024	31/08/2024	
				E&P DDR003 Target of additional 1000 Energy Saver App users (3000 total)	01/09/2024	30/09/2024	
				E&P DDR004 Target of additional 1000 Energy Saver App users (4000 total)	01/10/2024	31/10/2024	
				E&P DDR005 Target of additional 1000 Energy Saver App users (5000 total)	01/11/2024	30/11/2024	
				E&P DDR006 Target of additional 500 Energy Saver App users (5500 total)	01/12/2024	31/12/2024	
				E&P DDR007 Target of additional 500 Energy Saver App users (6000 total)	01/01/2025	31/01/2025	
				E&P DDR008 Target of additional 500 Energy Saver App users (6500 total)	01/02/2025	28/02/2025	
				E&P DDR009 Target of additional 500 Energy Saver App users (7000 total)	01/03/2025	31/03/2025	
				Delivery of retrofit innovation programmes – Clean Heat Streets	Dale Hoyland	Amber	
E&P DDR002 OCC representation at project meetings	01/07/2024	31/07/2024					
E&P DDR003 OCC representation at project meetings	01/08/2024	31/08/2024					
E&P DDR004 OCC representation at project meetings	01/09/2024	30/09/2024					
E&P DDR005 OCC representation at project meetings	01/10/2024	31/10/2024					
E&P DDR006 OCC representation at project meetings	01/11/2024	30/11/2024					
E&P DDR007 OCC representation at project meetings	01/12/2024	31/12/2024					
E&P DDR008 OCC representation at project meetings	01/01/2025	31/01/2025					
E&P DDR009 OCC representation at project meetings	01/02/2025	28/02/2025					
E&P DDR010 OCC representation at project meetings	01/03/2025	31/03/2025					
Delivery of Home Upgrade Grant 2	Dale Hoyland	Green	18 fully completed properties were achieved for June, with running average spend per property now at £14,458. This was against a target for the month of 10. This means we now have a running total for the year of 50 properties (against a target of 40), so have met the running target total to end of July, a month early.	E&P DDR001 A further 10 properties retrofitted (total of 40 for 2024/25 FY)	01/06/2024	30/06/2024	
				E&P DDR002 A further 10 properties retrofitted (total of 50 for 2024/25 FY)	01/07/2024	31/07/2024	
				E&P DDR003 A further 10 properties retrofitted (total of 60 for 2024/25 FY)	01/08/2024	31/08/2024	
				E&P DDR004 A further 10 properties retrofitted (total of 70 for 2024/25 FY)	01/09/2024	30/09/2024	
				E&P DDR005 A further 10 properties retrofitted (total of 80 for 2024/25 FY)	01/10/2024	31/10/2024	
				E&P DDR006 A further 10 properties retrofitted (total of 90 for 2024/25 FY)	01/11/2024	30/11/2024	
				E&P DDR007 A further 10 properties retrofitted (total of 100 for 2024/25 FY)	01/12/2024	31/12/2024	
				E&P DDR008 A further 10 properties retrofitted (total of 110 for 2024/25 FY)	01/01/2025	31/01/2025	
				E&P DDR009 A further 10 properties retrofitted (total of 120 for 2024/25 FY)	01/02/2025	28/02/2025	
				E&P DDR010 A further 10 properties retrofitted (total of 130 for 2024/25 FY)	01/03/2025	31/03/2025	
Development and delivery of Local Area Energy Plans for County. LAEPs to be developed over 24/25 and into 25/26.	Mark Saunders	Green	The scope for the contract to produce Local Area Energy Plans (LAEP) has been agreed by the Future Oxfordshire Partnership LAEP Executive Steering Board and work is progressing on the contract tender documentation and agreeing the project budget in line with revised timelines with the intention of going to market in August.	E&P DDR001 LAEP contract budget and specification agreed	01/07/2024	31/08/2024	
				E&P DDR002 LAEP contract award	01/10/2024	31/10/2024	
				E&P DDR003 LAEP contract mobilisation	01/11/2024	30/11/2024	
				E&P DDR004 Phase 1 LAEP Modelling complete	01/04/2025	30/06/2025	
				E&P DDR005 Phase 2 LAEP Production complete	01/08/2025	31/09/2025	
				E&P DDR006 Phase 3 LAEP Function Business case	01/03/2026	31/03/2026	
				E&P DDR007 Phase 3 LAEP Function complete	01/11/2026	30/11/2026	
				E&P DDR008 Project Review and Lessons Learned	01/11/2026	31/12/2026	
Development of green finance workstreams	Sarah Gilbert	Green	A later stage of delivery of the Alternative Energy Markets programme (funded by DESNZ) will test a retrofit-as-a-service mechanism, delivering measures without any upfront cost, but based instead on a monthly subscription model. Successful 100 Together panel discussion held at UKREiiF. OXLEP will be developing a Green Investment Prospectus.	E&P DDR001 Host 100 together engagement events- REiiF panel discussion, farm clusters tour and networking drinks	01/05/2024	30/09/2024	
				E&P DDR002 Green Prospectus complete - digital platform showcasing investment ready green investment opportunities	01/03/2025	31/03/2025	
				E&P DDR003 100 Together conference 2025 – bringing together 100 together community and launch of green prospectus	01/04/2025	30/06/2025	

Develop an adaptation strategy which incorporates the role of people, nature and technology in adapting and building resilience	Ariane Crampton	Green	<p>The council has appointed Sustainability West Midlands to support the development of a climate adaptation route map for the county and OCC adaptation delivery plan. The county-wide route map work is jointly funded by FOP and OCC. The key evidence base documents on climate risks and impacts for Oxfordshire have now been published on https://insight.oxfordshire.gov.uk/cms/environment. A workshop in June to build knowledge had 57 stakeholders in attendance. A further 40 signed up to the Climate adaptation route map workshop scheduled for July. This will be followed up with around 20 1-2-1 stakeholders to ensure the final deliverable has been co-developed with stakeholders, following a strong partnership approach.</p>	E&P DDR001 Initial route map workshop held with stakeholders	01/07/2024	31/07/2024	
				E&P DDR002 Draft adaptation route map available	01/09/2024	30/09/2024	
				E&P DDR003 Draft OCC adaptation delivery plan available	01/09/2024	30/09/2024	
				E&P DDR004 Publication of adaptation evidence base on Oxon Insights	01/06/2024	30/06/2024	
				E&P DDR005 Adoption of route map by FOP and publication	01/12/2024	31/01/2024	
				E&P DDR006 Adoption of adaptation delivery plan by OCC	01/12/2024	31/01/2024	
				E&P DDR001 Desk research completed	01/05/2024	31/05/2024	
E&P DDR002 Participatory phase complete - Survey and meetings	01/09/2024	31/10/2024					
E&P DDR003 Draft route map discussed at DLT	01/11/2024	30/11/2024					

Develop new climate engagement route map	Ariane Crampton	Green	<p>The methodology for developing the Climate Engagement route map was approved in April 2024 and includes three stages; 1) desk research and document review; 2) participatory process and 3) drafting and adoption.</p> <p>The stage 1 desk research and document review has been completed. This involved a review of existing residents survey results, existing climate policies and route maps.</p> <p>24 structured conversations were held with OCC staff from across different service areas to map existing work on climate, existing engagement and volunteer coordination as well as existing networks and newsletters. 10 further structured conversations were held with external strategic partners including the district councils, GAC, OALC, among other networks and institutions. This helped to form the stage 2 participatory process that has already started earlier than scheduled.</p>	E&P DDR004 Route map adopted and published	01/01/2025	28/02/2025	
Support the expansion of the Zero Carbon Oxfordshire Partnership	Ariane Crampton	Green	A paper setting out a proposal for an expanded county-wide partnership has been co-produced by OCC and the City Council for discussion at the county Chief Execs meeting on 8 July 2024. This proposal has buy-in from the ZCOP steering group and the district council sustainability leads.	<p>E&P DDR001 ZCOP expansion proposal agreed by county chief execs</p> <p>E&P DDR002 Launch of expanded ZCOP</p> <p>E&P DDR003 Programme update to July Environment Advisory Group</p> <p>E&P DDR004 Programme update to Sept Environment Advisory Group</p> <p>E&P DDR005 Programme update to November Environment Advisory Group x</p> <p>E&P DDR006 Programme update to January Environment Advisory Group</p> <p>E&P DDR007 Programme update to March Environment Advisory Group</p>	<p>01/06/2024</p> <p>02/02/2024</p> <p>01/07/2024</p> <p>01/09/2024</p> <p>01/11/2024</p> <p>01/01/2024</p> <p>01/03/2024</p>	<p>31/07/2024</p> <p>31/03/2024</p> <p>31/07/2024</p> <p>30/09/2024</p> <p>30/11/2024</p> <p>31/01/2024</p> <p>31/03/2024</p>	
Scope 3 Supply Chain Engagement & Expanding Emissions Reporting in annual Greenhouse Gas Report (GHG)	Franco Gonzalez Max Button	Green	<p>In the last months we have focused in developing the broader strategy for engagement with the Supply Chain in relation to OCC's Supply Chain emissions policy and emerging sustainability policies (Biodiversity and Circular Economy). We have conducted two workshops with Procurement category managers to understand the relative leverage of OCC in different purchasing categories. In combination with rerunning the expenditure-based carbon assessment of OCC supply chain, the findings from the workshops will allow us to tailor a strategic approach to focus on those high emission suppliers where OCC has more leverage.</p>	<p>E&P DDR001 Q2 2024/25 - Inclusion of emissions from 4 top emitter suppliers in 23/24 GHG report.</p> <p>E&P DDR002 Q2 2024/25 - Rerun expenditure-based carbon analysis of Supply Chain Emissions with 2023/24 data.</p> <p>E&P DDR003 Q4 2024/25 - Develop and deliver a wider supply chain engagement strategy beyond top 15 suppliers.</p> <p>E&P DDR004 Implementation of wider supply chain engagement strategy</p> <p>E&P DDR005 Expanding Supply Chain Emissions Reporting</p>	<p>01/06/2024</p> <p>01/04/2024</p> <p>01/08/2024</p> <p>01/04/2024</p> <p>01/09/2024</p>	<p>31/08/2024</p> <p>31/08/2024</p> <p>31/12/2024</p> <p>30/01/2026</p> <p>30/09/2025</p>	
Delivery of Oxfordshire Electric Vehicle Infrastructure Strategy through the OxLEVI programme	Paul Gambrell	Amber	<p>Work on the open tender continues and timing remains as previously stated:</p> <ul style="list-style-type: none"> • Tender issued – September 2025 • Contract Award – January 2025 • Contract Start – February 2025 <p>All of the above is still dependent upon a timely sign off of our invitation to tender (ITT) by the Office for Zero Emission Vehicles (OZEV) once drafted.</p> <p>Key Progress made:</p> <ul style="list-style-type: none"> • Response provided to OZEV's providing required information as part of their Post Approval Action Plan (PAPP) and was submitted on time. • Several sessions have taken place involving several parties to establish detailed requirements for tender. 	<p>E&P DDR003 Tender Issued</p> <p>E&P DDR004 Contract Award</p> <p>E&P DDR005 Contract Start</p> <p>E&P DDR006 Car Park charger deployment start</p> <p>E&P DDR007 On-street charger deployment start</p>	<p>01/09/2024</p> <p>01/01/2025</p> <p>01/02/2025</p> <p>01/09/2025</p> <p>01/12/2025</p>	<p>30/09/2024</p> <p>31/01/2025</p> <p>28/02/2025</p> <p>30/09/2025</p> <p>31/12/2025</p>	
Circular Economy Strategy	Rachel Burns	Amber	Work on the internal action plan is continuing. A paper was taken to FOP EOG regarding the countywide CE strategy and discussed by participants, agreed to go back to FOP in Q3	E&P DDR001 agree action plan with relevant teams	01/10/2024	31/10/2024	
				E&P DDR002 Take CE strategy though Forward plan process	01/11/2024	28/02/2025	
				E&P DDR003 Agreed at Cabinet	01/11/2024	28/02/2025	
				E&P DDR04 Consultation on draft LNRS goes live	01/04/2024	31/10/2024	





Develop Nature Recovery Strategy for Oxfordshire, integrating with adaptation strategy	Beccy Micklem	Green	The first two phases of engagement on the LNRS are complete, and work on developing the draft consultation documents (A Description of the Strategy Area, List of Priorities, Local Habitat Map and Species priorities list) is on track. Liaison with supporting authorities is underway to ensure draft documents are available for them to review and informal cabinet is booked to achieve approval of the draft LNRS for consultation in mid-October.	E&P DDR05 Adoption of Oxfordshire LNRS	01/04/2024	31/07/2025	
Biodiversity Policy Development	Beccy Micklem	Green	Initial work on development of a Biodiversity Action Framework and Biodiversity Action Plan was paused at the beginning of 24/25 due to limited resourcing within the Landscape and Nature Recovery Team. Recruitment is underway for a Senior Biodiversity Officer which should mean that work can progress on the draft Framework and Action Plan in the Autumn. This first milestone is rated as Amber currently as capacity to progress work is dependent on successful recruitment.	E&P DDR01 Draft Biodiversity Action Framework and Biodiversity Action Plan 2025 prepared.	01/04/2024	31/12/2024	
				E&P DDR02 Biodiversity Action Framework approved	01/04/2024	31/07/2025	
				E&P DDR03 Biodiversity Action Plan 2025 approved	01/04/2024	31/03/2025	
				E&P DDR04 Draft Biodiversity Report complete	01/04/2024	31/12/2025	
				E&P DDR05 Draft Biodiversity Report published	01/04/2024	31/03/2025	
Climate Adaption (Tree Planting) Strategy	Andy Lederer	Green	<p>Currently under budget as the Tree Supplier Framework has not been procured yet. The contract is being finalised by Legal and the tender is planned to be live by the end of July 2024. The contract is the route to market for purchasing trees. Purchase of trees equates to the majority of spend for this financial year.</p> <p>Aftercare and Establishment programme is underway, and all trees planted in 22-23 & 23-24 (880 trees) are being watered every 2-3 weeks by our Tree Aftercare & Planting Service (in-house delivery team).</p> <p>Tree Supplier Framework to be live.</p> <p>Planting sites to be identified through strategic planning by no later than 31/8/2024. Locations decided and allocated based on priorities defined as:</p> <ol style="list-style-type: none"> 1. Need - Strategic planning using 70% of resource available (Trees, Resources, Effort, Engagement (TREE)) using Weighted system based primarily on data for Canopy Cover & LSOA IMD data; 2. Want - Project Submissions from individuals, groups, other LAs, etc. using 20% of resource available (TREE); 3. Requirement - Ensuring replacement trees are planted to comply with Tree Policy 3 using 10% of resource available (TREE). 	E&P DDR0012 Produce Tree Plotter Canopy App	01/05/2024	31/10/2024	
				E&P DDR0013 Visit all 22-23 trees to check condition / stakes & re-mulch	01/05/2024	31/05/2024	
				E&P DDR0014 Deliver watering & aftercare programme to 22-23 & 23-24 trees	01/06/2024	30/09/2024	
				E&P DDR0015 Identify priority locations for tree planting in 24-25 (~1000) & 25-26 (~1500)	01/07/2024	31/08/2024	
				E&P DDR0016 Tender Tree Supplier Framework (TSF) contract	01/07/2024	31/07/2024	
				E&P DDR0017 Evaluate responses to TSF	01/09/2024	30/09/2024	
				E&P DDR0018 Confirm Community Orchard locations funded by CLHF	01/09/2024	30/09/2024	
				E&P DDR0019 Share proposed planting locations with Community Groups & CAG Network	01/09/2024	30/09/2024	
				E&P DDR0020 Share proposed planting locations with Parish / Town Councils	01/09/2024	30/09/2024	
				E&P DDR0021 Share proposed planting locations with OCC Councillors	01/09/2024	30/09/2024	
				E&P DDR0022 Award TSF to suppliers	01/10/2024	31/10/2024	
				E&P DDR0023 Evaluate responses to DDR0019 -21 and amend plans, if necessary	01/10/2024	31/10/2024	
				E&P DDR0024 Order trees for 24-25 through TSF	01/10/2024	31/10/2024	
				E&P DDR0025 Plan logistic dates for tree deliveries to align with planting sites	01/10/2024	30/11/2024	
				E&P DDR0026 Street / non-Orchard tree planting	01/12/2024	31/03/2025	
				E&P DDR0027 Order trees for 25-26 through TSF	01/12/2024	31/12/2024	
				E&P DDR0028 Capture feedback throughout planting to guide improvements	01/06/2024	31/03/2025	
				E&P DDR0029 Community Orchard Planting events / delivery	01/02/2025	31/03/2025	
				E&P DDR0030 Collate photos of new Orchards ready for CHLF audit	01/03/2025	31/03/2025	
				E&P DDR0031 Produce report showcasing planting feedback	01/04/2025	30/04/2025	

Annex E - Equality, Diversity and Inclusion - June 2024


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Key

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	Data missing
n/a	Monitoring only

Employer of Choice

Status of Indicators	30/06/2024
EDI01 - Employer of Choice	

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
02. Ensure our workforce is representative of the population and attract diverse candidates	02. Review the diversity of our workforce and engage with corporate activity to ensure that our workforce is representative of the Oxfordshire population and take more direct action to attract a diverse range of potential candidates	Adult Social Care	Karen Fuller		Delivering to plan	Delivering to plan	★	Our refreshed attraction strategy is making an impact on the volume of interest in recruitments and these are converting to more applications. We will monitor the improvement to diversity in the workforce which results from this.	Delivering to plan	Delivering to plan	★
03. Promote programs that promote diversity in leadership in social care	Promote programs such as Skills for Care's Moving Up that promote diversity in leadership in social care	Adult Social Care	Karen Fuller		Delivering to plan	Delivering to plan	★	ASC Operations and HESC are taking up 4 places on the current Moving Up program.	Delivering to plan	Delivering to plan	★
04. Continue to recruit from diverse ethnic backgrounds including foster carers and volunteers	We aim to recruit a diverse workforce. This will also apply to foster carers and volunteers. We will continue to target recruitment on employees from diverse ethnic backgrounds (currently 10.8 of staff across CEF).	Children's Services	Lisa Lyons				?				?
11. DTFT Champions & Team Leaders to promote e-learning re: awareness of EDI	11. DTFT Champions & Team Leaders to promote e-learning re: awareness of EDI	Transformation Digital and Customer Experience	Clare Martin		Delivering to plan	Delivering to plan	★	All Customer Service Centre staff have completed relevant e-learning modules and we continue to embed this in our internal induction training. We strive to ensure that the e-learning is not just a tick box, but is lived as part of the overall service centre culture.	Delivering to plan	Delivering to plan	★
12. More DTFT champions engagement in relevant awareness events highlighting in huddles and VMBS	12. More DTFT champions engagement in relevant awareness events (e.g. south Asian week, EID etc.) highlighting in huddles and VMBS	Transformation Digital and Customer Experience	Clare Martin		Delivering to plan	Delivering to plan	★	This is now embedded in business as usual via the staff focus group and team meetings from a communications and awareness point of view. DTFT champions continue to engage with corporate wide EDI initiatives.	Delivering to plan	Delivering to plan	★

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
13. Advertise vacancies to wide diverse audiences to attract diverse applicants	13. Advertise vacancies to wide diverse audiences to attract diverse applicants	Resources	Cherie Cuthbertson		Delivering to plan	Delivering to plan	★	A recruitment EDI audit has been completed and an action plan is being formed to continue to build on existing attraction methods.	Delivering to plan	Delivering to plan	★
14. Ensure diversity in our apprenticeship cohorts	14. Ensure diversity in our apprenticeship cohorts	Resources	Cherie Cuthbertson		Delivering to plan	Delivering to plan	★	Actively working to increase accessibility to open up apprenticeship opportunities for all employees.	Delivering to plan	Delivering to plan	★
15. Deliver EDI training and learning across the council	15. Deliver EDI training and learning across the council	Resources	Cherie Cuthbertson		Delivering to plan	Delivering to plan	★	We have a number of EDI e-learning opportunities and links to Inclusive Employers' training. We will be reviewing their effectiveness.	Delivering to plan	Delivering to plan	★
16. Ensure recruitment advertising processes is extended to include BAME & LGBTQ	16. Ensure recruitment advertising processes is extended to include BAME & LGBTQ	Environment and Highways	Paul Fermer		Delivering to plan	Delivering to plan	★	As with Point 49 the EDI recruitment audit is forming an action plan to attract diverse candidates.	Delivering to plan	Delivering to plan	★
19. Ensure we have a representative workforce and opportunities reach all potential candidates	Review the diversity of our workforce and engage with corporate activity to ensure that our workforce is representative of the Oxfordshire population and that our employment opportunities within the sector are reaching all potential candidates.?	Law and Governance	Anita Bradley				?				?
25. Creation of improvement actions for EDI following the findings from our reviews and inspections	Creation of improvement actions following the findings from our independent cultural review in March 2024 and the HMI inspection in early 2024 we will be considering any findings or recommendations relating to inclusion, equality and diversity to ensure improvement in this area.	Community Safety	Jo Bowcock		Slightly behind schedule	Delivering to plan	●	Our HMI report was delayed due to the General Election and is expected in mid-July. Following the presentation of our independent cultural review to staff in March 2024, we engaged with staff in June through an in-person roadshow visiting sites across the County and virtually to outline initial work including the creation of a staff sounding board and how our plan will be formulated and shared for transparency.	Slightly behind schedule	Delivering to plan	●

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Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
26. Creation of a reach and attraction framework for whole time Firefighter recruitment	Creation of a reach and attraction framework for Whole time Firefighter recruitment to ensure that we are able to reach potential candidates that represent our communities. Review of whole time Firefighter recruitment assessments and undertaking EIA's for each assessment.	Community Safety	Jo Bowcock		Delivering to plan	Delivering to plan	★	A draft framework has started and a first draft to be ready by end of July. This will then be shared with our Community Safety management team, staff sounding board and Inclusion group for feedback. We have liaised with our new OCC Talent Acquisition specialist and the OCC apprenticeship team for input and assistance.	Delivering to plan	Delivering to plan	★

Partner of Choice

Status of Indicators	30/06/2024
EDI02 - Partner of choice	★

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
01. Include social value requirements when tendering contracts	01. Include social value requirements when tendering contracts such as creating apprenticeship opportunities to maximise benefit for local community?	Adult Social Care	Pippa Corner		Delivering to plan	Delivering to plan	★	At the point when tender processes are being initiated social value we already include the potential to use social value as a weighting for the scoring mechanism. We will review the range of opportunities which would add value to future procurements.	Delivering to plan	Delivering to plan	★
05. Work with our partners to increase the number of SNAs	5. We will work with our partners to increase the number of Strengths & Needs Assessments (SNAs) particularly in areas of relative deprivation.	Children's Services	Lisa Lyons				?				?
07. Build partnership links and contacts for the single database, to share assets and information	Build partnership links and contacts for the single database, to share assets and information	Public Affairs, Policy and Partnerships	Susannah Wintersgill		Delivering to plan	Delivering to plan	★	We now have 644 community and local government organisations on our central stakeholder database.	Delivering to plan	Delivering to plan	★
20. Engage with The Network and learn from best practice across UK and further afield	Engage with The Network and learn from best practice across UK and further afield.	Law and Governance	Anita Bradley				?				?

Place shaper of Choice

Status of Indicators	30/06/2024
EDI03 - Place shaper of choice	★

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
06. Support the council's commitment to addressing inequality with hard-to-reach communities	Help support the council's commitment to addressing inequality through greater engagement with hard to reach communities and those who are excluded from the main council communications channels (evidencing inclusion in engagement and consultation practice).	Public Affairs, Policy and Partnerships	Susannah Wintersgill		Delivering to plan	Delivering to plan	★	<p>Our specific focus this year is on children and young people and we have delivered the following engagement opportunities with children and young people:</p> <ol style="list-style-type: none"> 1. Your voice, your care survey (Coram Voice) (March - June 2024) Paper and online survey and in person 'trusted adult' support Survey open to all the children we care for, to better understand their experiences and specifically ask them about their 'subjective well-being', how they feel about their lives at both the individual and interpersonal level. This was a commissioned survey package, delivered by the council. 2. Travel and transport behaviour insights (May - June 2024) 5 x focus groups with children and young people Targeted focus groups as part of a wider study exploring travel and transport behaviours, amongst audiences across the county. 3. Future generations in policy making (May 2024) Engagement opportunity Support for young people to participate in a future generations in policy making event at the Blavatnik School of Government. <p>We have also undertaken the following engagement activities with hard to reach and underrepresented groups:</p> <ol style="list-style-type: none"> 1. Customer experience strategy (March - June 2024) 5 x interview sessions Targeted interview sessions held to gather the views of underheard groups on customer service experiences. Sessions were designed to reach: 	Delivering to plan	Delivering to plan	★

Measure	Measure description	Directorate	Lead	Start	End	Phase	Current status	Impact	Priority	Notes			
								<ul style="list-style-type: none"> older people people living in areas of deprivation people from a range of ethnic backgrounds parents of young children people with disabilities (including physical, sensory and learning disabilities). <p>2. Travel and transport behaviour insights (May – June 2024) 1 x online focus group with people with learning disabilities Targeted focus group as part of a wider study exploring travel and transport behaviours, amongst audiences across the county.</p> <p>3. Including everyone, equalities, diversity and inclusion framework (May – June 2024) 9 x workshops Targeted workshops held to understand experiences and priorities for inclusion in Oxfordshire. Underheard groups engaged with were:</p> <ul style="list-style-type: none"> LGBTQ+ people Faith and cultural heritage group leaders Women Refugees and asylum seekers Older people Children and young people People with disabilities People with learning disabilities and autism Jewish people (as a separate session due to the engagement period clashing with Pesach) 					
08. Using Oxfordshire conversation events for residents to ask questions of cabinet	08. Using Oxfordshire conversation events that will offer opportunities for residents to hear from and ask questions of members of the cabinet, including outreach activities to ensure the inclusion of seldom heard groups and those who are digitally excluded.	Public Affairs, Policy and Partnerships	Susannah Wintersgill			Delivering to plan	Delivering to plan	★		We have run two sets of Oxfordshire Conversations (March and July – four online events) bringing together parents and carers of children and young people with SEND across Oxfordshire and representatives from the SEND local area partnership, including the county council, NHS Buckinghamshire, Oxfordshire, and Berkshire West Integrated Care Board and the Oxfordshire Parent Carers Forum.	Delivering to plan	Delivering to plan	★

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
09. Support services to complete EIAs alongside budget and business planning	09. Support services to complete EIAs alongside budget and business planning		Susannah Wintersgill		Delivering to plan	Delivering to plan	★	<p>The service is poised to develop several EIA champions across service areas, to act as single points of contact on best practice on completing EIAs within the spaces they reside. A development program has been drafted, and candidates for the program have been flagged.</p> <p>A preliminary lunch and learn has also been delivered to E&P, with the goal of sense checking the offer, and its utility. This was positively received.</p> <p>The Policy Team continues to offer guidance and steer for any EIA which is presented to us, and the SOP – Equalities has been present at BBPM. This is now being replaced with service planning workshops which the SOP - Equalities will also be attending to discuss the EIA process form program and service planning outset.</p>	Delivering to plan	Delivering to plan	★
17. Policy team create accessible documentation	17. The policy team carry out consultation on key stages of the plan and consultees can respond electronically or on hard copy. The documents we produce are checked for accessibility. We also carry out face to face meetings with organisations and residents for the areas in which preferred sites are proposed to be located. We also try to involve hard to engage groups.	Environment and Highways	Paul Fermer		Delivering to plan	Delivering to plan	★	<p>Due to recent restructuring in Environment and Highways directorate impacting on ownership of EDI actions, this action is a work in progress. A more detailed update will be provided for Q2.</p>	Delivering to plan	Delivering to plan	★

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
21. Ensure the design of school buildings consider accessibility so that buildings are inclusive	Ensure the design of school buildings consider accessibility; medical and therapy support; sensory needs; flexibility and adaptability; health and well-being and safety and security so that buildings are inclusive and pupils are not disadvantaged by facilities or services.	Resources	Vic Kurzeja		Delivering to plan	Delivering to plan	★	We can confirm that all of the areas listed below in terms of accessibility; medical and therapy support; sensory needs; flexibility and adaptability; health and well-being and safety and security, are covered in significant detail within the School ESFA Framework Briefing documents. These include the Generic Design Brief and its Annexes, along with the School Specific Brief that concentrates on the individual scheme requirements. Several Client Engagement Meetings (CEM's) are held as part of the design development with the appointed contractor and their design team in which all of these elements are discussed and reviewed in significant detail with the Strategic Liaison Manager, appointed Technical Advisor, and Academy Trust, to ensure that each school building undertaken is inclusive and that no pupils are in any way disadvantaged by the facilities or services on offer.	Delivering to plan	Delivering to plan	★
22. Completion of annual domestic abuse needs assessment	Completion of annual domestic abuse needs assessment	Public Health and Community Safety	Kate Holburn		Delivering to plan	Delivering to plan	★	Annual needs assessment was completed and submitted to DLUHC for annual monitoring (June 24). Additionally, the domestic abuse strategic board monitor a surveillance report quarterly to identify areas of changing need.	Delivering to plan	Delivering to plan	★
23. Deliver phase 3 grants for community profiles	Deliver phase 3 grants for community profiles		David Munday		Delivering to plan	Delivering to plan	★	Grant schemes have been established in both of the profiled areas from Phase 3 (Littlemore and Oxford City Centre area) and grant disbursements are progressing.	Delivering to plan	Delivering to plan	★
24. BHBH services offer support to residents living in poor quality housing in all areas	Better Housing, Better Health services offer support to residents living in poor quality housing in urban and rural areas	Public Health and Community Safety	Rosie Rowe		Delivering to plan	Delivering to plan	★	Better Housing Better Health services have been recommissioned with the National Energy Foundation contracted to provide energy advice and wider support related to cold and damp or over heating through telephone advice and home visits for people living in fuel poor homes.	Delivering to plan	Delivering to plan	★
27. Continue to develop innovations and technologies with inclusion at the heart of our work	We will continue to develop innovations and technologies with inclusion at the heart of our work, to benefit all residents of Oxfordshire.	IT Operations	Laura Peacock				?				?

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**Action and Recommendation Tracker
People Overview and Scrutiny Committee**

Councillor K Mallon, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

The action and recommendation tracker enables the Committee to monitor progress against agreed actions and recommendations. The tracker is updated with the actions and recommendations agreed at each meeting. Once an action or recommendation has been completed or fully implemented, it will be shaded green and reported into the next meeting of the Committee, after which it will be removed from the tracker.

KEY	No progress reported	In progress	Complete
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Recommendations

Meeting date	Item	Recommendation	Responsible person	Completion date	Last reviewed	Update/response
22/04/24	Adult Social Care Assurance Update	A programme to improve the communications with residents from Adult Social Services.	Karen Fuller			Accepted Health and Social Care Connections sessions have been arranged across the county which aim to listen to people's experiences of using the system and helping people positively understand the changes that have happened around delivering more services at home eg. Integrated Neighbourhood Teams and Discharge to Assess.

KEY	No progress reported	In progress	Complete
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						Full details can be found in the link below which has been widely advertised: Have a conversation with Oxfordshire's health and social care leaders this summer BOB ICB
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Actions

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Meeting date	Item	Action	Responsible person	Completion date	Last reviewed	Update/response
22/04/24	Adult Social Care Assurance Update	clarity over the figure concerning "23.2% of Oxfordshire residents are from non-"white British" backgrounds."	Karen Fuller, Victoria Baren	22/05/24		Complete Response emailed to Members
22/04/24	Adult Social Care Assurance Update	A breakdown of the 23% of people living in Oxfordshire with a disability	Karen Fuller, Victoria Baren	22/05/24		Complete Response emailed to Members

Overview & Scrutiny Recommendation Response Pro forma

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

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

Issue: Adult Social Care Assurance Update

Lead Cabinet Member(s): Cllr Liz Leffman, Leader of the Council; Cllr Tim Bearder, Cabinet member for Adult Social Care

Date response requested:² 18 June 2024

Response to report:

Enter text here.

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
That the Council should publicise the successes of Adult Social Care more widely.	Accepted	Health and Social Care Connections sessions have been arranged across the county which aim to listen to people's experiences of using the system and helping people positively understand the changes that have happened around delivering more services at home eg. Integrated Neighbourhood Teams and

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

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

Overview & Scrutiny Recommendation Response Pro forma

		<p>Discharge to Assess. Full details can be found in the link below which has been widely advertised:</p> <p>Have a conversation with Oxfordshire's health and social care leaders this summer BOB ICB</p>
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