

Ref	Date	Report	Recommendation	Agreed?	Response	Continue to monitor?	Update Scheduled
0001	07-Jun-23	Housing Management System Implementation	That the Council ensures there is a contingency plan when reaching a critical point in future projects, so that project implementation can be reverted back to an earlier 'working' status if it becomes clear that there are issues and/or errors with implementation.	Yes	If a software product operates independently without any connections to other systems, managing its changes and upgrades is relatively straightforward. You can take a snapshot of the product at a specific point in time. If any issues arise due to a change or upgrade, you can restore the snapshot and continue operating from the exact moment the snapshot was taken. However, when software is interconnected with other systems as in the case of the housing management system, creating a rollback solution becomes more complex. To achieve this, you need to make copies of the entire suite of software products that are interconnected, along with the underlying infrastructure they rely on. In the case of cloud-hosted systems, you would create cloud copies. These copies serve as a separate environment for development and testing purposes. Whilst it can be done it can come with significant expense. This wasn't undertaken in the case of the housing management system given the complexity and after the first day roll back was not possible. Going forward each system change should have a roll back plan, which sets out the process to be followed and the date beyond which roll back will not be possible. Whilst we are not envisaging future changes of systems on the scale of the housing management system we will consider the scale of the plan for each system on its own merits.	Yes - Scrutiny Officer, on behalf of the Committee, to request update on development of roll back plans for system changes.	
0002	04-Jul-23	Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26	That the Council adds context to the section on adult exploitation to give a flavour of the situations and responses; and uses available local, regional and national data to frame the figures so that they tell a story.	Yes	Reporting Period Jan 2022 – Mar 2023 Source of Data Local and county data – recorded by Anti-Slavery Coordinator Oxfordshire Regional data – quarterly infographics reported by Modern Slavery coordinator, Thames Valley Police National data – annual report published by Single Competent Authority (Home Office) of NRM and Duty to Notify referrals. Please note: TVP regional data and NRM national data is only up until end of 2022 – have not received TVP Q4 infographics and NRM data only published annually. Total number of adult cases: [data provided in table] Out of the 78 cases reported 60 were individual, 7 were businesses and 11 premises.; 56 are no longer being exploited - 29 who were already receiving support through NRM and 31 following multi-agency partnership working to safeguard victims and disrupt exploiter activity; Disruption outcomes have included closure orders on premises (brothels), financial penalties incurred through other partners such as immigration, HMRC and council teams, police investigations and action and Gangmasters Labour Abuse Authority taking action where labour exploitation is occurring.	Yes - consider whether recommendation taken into account in 2023/24 Safeguarding Annual Report when it is submitted to Committee in September 2024.	03-Sep-24
0003	04-Jul-23	Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26	That the Council undertakes a longitudinal study of victims and survivors of adult exploitation to gain an understanding of the impact that support has in positively changing the course of lives, which is grounded in data.	Yes	The Council will monitor case outcomes over time to assess the impact of support to victims of modern slavery reported to the Council. This will form part of the Anti-Slavery Coordinator's work plan.	Yes - update to be requested in due course.	
0004	04-Jul-23	Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26	That the Council actively works with the voluntary sector and community groups to ensure they have adequate safeguarding policies in place and have access to suitable safeguarding training and support.	No	Organisations receiving funding from the Council will be required to have a safeguarding policy that aligns to the Oxfordshire Multi-Agency Safeguarding Arrangements. Responsibility for the production, implementation and adherence to the policy is the responsibility of the organisation itself. Safeguarding Policy has been updated to state: 12.2 The Council will review the safeguarding policies of commissioned and grant funded services on application to the Council to check they comply with the standards set by Oxfordshire Safeguarding Children Board and Oxfordshire Safeguarding Adults Board. The Safeguarding Coordinator obtains annual Commissioned Services Safeguarding Self Assessments from each service.	No - recommendation not accepted; but policy also updated to be clear on the Council's role in respect of other organisations' policies.	
0005	04-Jul-23	Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26	That the Council clarifies its procedure for reporting back to staff on changes to safeguarding procedures to ensure organisational awareness.	Yes	The safeguarding awareness briefing is updated quarterly in line with local and national procedures. Upon amending internal policy and procedures, changes are communicated to staff using the following methods: Quarterly safeguarding newsletter (next due at the end of July); Weekly Connected Council newsletter Intranet news story release; Safeguarding awareness briefing update; Communication with HR colleagues to update induction packs with updated policy and procedures; Replacement of existing policy and procedures on external and internal web pages; Dissemination to teams via Safeguarding Champion network. Training section of the Safeguarding Policy has been updated to state: 8.7 Procedural changes will be communicated to staff through updates to the internal safeguarding awareness briefing and internal communications platforms.	No - recommendation addressed fully in response.	
0006	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council requests that the Oxfordshire Inclusive Economy Partnership ensures the full list of possible pledges is easily and prominently available online.	Yes	As referenced at the meeting, the OIEP is in the process of setting up its own website – so the link to the pledges will change by September this year; the OIEP currently sits on the Future Oxfordshire Partnership website and has a specific page on the Charter including a link to the pledges: Oxfordshire Inclusive Economy Charter - Future Oxfordshire Partnership	No - full list of pledges is available on OIEP website.	
0007	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council reviews the full list of possible pledges to see if it could sign-up to additional pledges; including whether the Council could sign-up to any pledges within the 'recruit inclusively' theme.	Yes	The Council has signed up to an inclusive recruitment pledge under 'Opportunities to work' group: Opportunities to work - Supporting those furthest from the labour market on their journey towards secure employment. As an employer we pledge to improve the diversity of our workforce through more inclusive recruitment practices (Gail Makin, Head of People; People Strategy)	Yes - consider when annual OIEP report comes to Scrutiny in September 2024	03-Sep-24
0008	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council undertakes a RAG rating audit for the full list of potential pledges outlining what it could do against each one, whether there are any additional budget or resource implications, whether the Council is currently meeting a pledge or if more work needs to be done and then prioritises pledges on the basis of that audit, to provide assurance that the Council is doing as much as possible to ensure an inclusive economy.	Yes	Participation in the Charter requires commitment to select pledges only, organisations are not expected to sign up to all pledges or to be audited on them. Therefore, it is in addition to participation in the Charter/pledges and to respond to Scrutiny Committee's further recommendations that officers will report back to Scrutiny Committee on an annual basis (July 2024 onwards) with an audit of progress against both agreed pledge commitments and the full list of all pledges to identify any further potential areas to sign up to and/or endorse the pledges. A baseline will be compiled in this year (July 2023) against which to measure progress in subsequent years. This audit will provide assurance that the Council is doing as much as possible to ensure an inclusive economy.	Yes - consider when annual OIEP report comes to Scrutiny in September 2024	03-Sep-24
0009	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council engages with the Oxfordshire Inclusive Economy Partnership to understand whether it has a preferred approach for organisations' pledge selection approach, or whether there is flexibility for organisations to determine their own approach; and requests that this be clearly articulated in an appropriate location.	Yes	The approach for the Oxfordshire Inclusive Economy Charter is designed to be flexible in terms of signing up to pledges, the main aim of the Charter is increased engagement from employers and progress towards a more inclusive economy through meaningful actions as well as the ability to showcase good practice. Organisations are asked to choose a selection of pledges that are most relevant; it could be things they are already doing and will continue to do over the next 12 months or it could be something they are looking to start work on this year. This will be communicated via the new OIEP website (in development) in addition to current information which sits on the Future Oxfordshire Partnership website and has a specific page on the Charter including a link to the pledges: Oxfordshire Inclusive Economy Charter - Future Oxfordshire Partnership	No - recommendation addressed in response.	
0010	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council improves its communications on how its pledge commitments are framed to ensure clarity around whether they are a checklist of work already completed or underway, or whether they represent a more aspirational 'to do' list; and clearly articulates this locally.	Yes	Officers will work with colleagues in internal communications to feedback detailed and point-by-point responses to staff and union engagement in the Charter and pledges and feedback for each point raised any identified actions resulting from the engagement. A 'You said, we did' approach will frame this checklist and be presented back to staff and unions via the intranet from September 2023.	Yes - consider when annual OIEP report comes to Scrutiny in September 2024	03-Sep-24
0011	04-Jul-23	Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge	That the Council suggests to the Oxfordshire Inclusive Economy Partnership the addition of pledges relating to the inclusion of organisations with Trade Union Recognition Agreements as a preference during procurement exercises.	Yes (subject to OIEP decision)	Emma Coles (Oxfordshire Inclusive Economy Partnership Manager) will take this back to the Oxfordshire Inclusive Economy Partnership Steering Group for consideration.	Yes - consider when annual OIEP report comes to Scrutiny in September 2024	03-Sep-24
0012	04-Jul-23	Citizen Experience Strategy	That the Council seeks ongoing feedback on how individuals and groups engage with the strategy and whether they feel excluded by the use of the term 'citizen'; and listens to and reflects on this feedback with a view to adjusting the language accordingly in future iterations of the strategy.	Yes	We will monitor engagement with the strategy, including the use of language within it, and use this insight to inform future work. An annual review of the strategy will be provided to the Cabinet Member for Citizen Focused Services and Council Companies, which can also be made available for consideration by the Scrutiny Committee.	Yes - monitor via annual update report to Scrutiny.	
0013	04-Jul-23	Citizen Experience Strategy	That the Council contextualises the strategy by drawing out the general feelings of exclusion felt by many groups and individuals in the current climate.	Yes	As per the equalities impact assessment included in the report, the intention is to undertake a more detailed equalities impact assessment for each major workstream. This process should identify any "general feelings of exclusion" and ensure the appropriate mitigations are implemented.	No - recommendation addressed in response, will be fulfilled by individual Equalities Impact Assessments.	
0014	05-Sep-23	Delivery of a New Burial Space	That the Council continues to facilitate open dialogue and communication with stakeholders in order to help ensure the success of the proposed project, with all Members being kept informed of progress as the project develops.	Yes	Clr Munkonge will circulate an e-mail to all Members at the appropriate time giving an update on project progress. We will be continuing conversations with stakeholders, including faith leaders through the Interfaith Forum, as this project develops.	Yes - update to be requested in due course.	
0015	05-Sep-23	The Leys Pools & Leisure Centre - Youth Hub	That the Council includes a risk relating to continuity of the youth hub provision within the risk register, which will be monitored on an ongoing basis and any relevant risk mitigations implemented.	Yes	We recognise the importance of the sustainability of this project and are happy to accept the Scrutiny Committee's recommendation of adding a risk to the risk register that looks to try to mitigate this.	Yes - Scrutiny Officer to check this happened.	

0016	10-Oct-23	Delivery of Electric Vehicle Infrastructure for Oxford	That the Council works closely with Oxfordshire County Council to consider options for reserved parking spaces outside homes specifically for at-home onstreet EV charging in areas of Oxford where a need for this provision is identified (e.g. because of parking constraints in those areas).	Yes	Officers will recommend to Oxfordshire County Council EV Team that they explore these options (allocated EV gulley bays, shared community gulley bays) with County Highways as part of the GUL-e project.	Yes - update to be requested in due course.
0017	10-Oct-23	Delivery of Electric Vehicle Infrastructure for Oxford	That the Council works closely with Oxfordshire County Council to consider options for at-home EV charging in conservation areas to ensure that residents living in these areas do not experience disproportionate access to onstreet EV charging opportunities	Yes	The LEVI grant fund includes GUL-e channels which could be used in conservation areas. Oxford City Council EV Team will continue to work with Oxfordshire County Council to develop guidance for home charger applications in all localities, including conservation/heritage areas (guidance for applications is an output of the GUL-e LEVI grant). We will also continue to lobby central government to equalise Planning Policy for all homeowners, whether they have access to off-street parking or not.	Yes - update to be requested in due course.
0018	10-Oct-23	Delivery of Electric Vehicle Infrastructure for Oxford	That the Council works closely with Oxfordshire County Council to explore options to incentivise concessionaires to promptly repair EV Infrastructure when a unit is out of service.	Yes	This is already in scope for both the planned LEVI contracting and the existing DPS Concession Contract. The draft (documentation is not yet finalised by Oxfordshire County Council officers) LEVI tender specifications for both off-street and onstreet sites contain: Key Performance Indicators setting minimum targets for when the charger must be operational; Financial compensation penalties to be paid to the 13 Council – for uptime targets not met. Based on averaged revenue share payments for chargers that are not working (down-time penalty); Strengthened and clearly quantified escalation up to contract termination for continued SLA breaches and material defaults.	Yes - update to be requested in due course.
0019	10-Oct-23	Delivery of Electric Vehicle Infrastructure for Oxford	That the Council works closely with Oxfordshire County Council to investigate the viability of EV co-charging between employment and the public on employment sites	Yes	Support for co-charging is already in scope for Oxford's proposed EV Infrastructure Implementation Plan. This work will be undertaken as part of a work package, which includes: Develop relationships with all local stakeholders and partners to deliver a citywide approach; Create a city EV working group to identify shared assets and opportunities and utilise ZCOP and other private landowners to maximise EV infrastructure opportunities across the city. The draft LEVI contracts contain the option of inclusion of third party owned land, which could include employment sites, simplifying the delivery of the above work packages. Public EV charging solution impacts and opportunities have been raised with the County Council as a consideration under the workplace parking LEVI work strand.	Yes - update to be requested in due course.
0020	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council seeks to facilitate increased engagement with the Integrated Care Board in relation to the provision of healthcare infrastructure to meet both new and existing unmet demand as a result of development within and outside the City boundary, to ensure that adequate plans are drawn up to meet existing and future demand, in collaboration with the neighbouring Districts to encourage good joined-up, cross-boundary working	Yes	We will continue to encourage BOB ICB to engage in the process. We will also seek to use the Future Oxfordshire Partnership's Planning Advisory Sub-Group as an additional means to co-ordinate this engagement across Oxfordshire as a Senior Manager of the ICB has recently been co-opted as a non-voting member of that group.	Yes - update to be requested in due course.
0021	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council adds a requirement into Policy E3: Affordable Workspace Strategy and Affordable Workspace Provision on Commercial Sites that, in the event that a developer of any of the 8 sites listed does not propose the provision of affordable workspace within their affordable workspace strategy, that developer must include a justification within their strategy as to why not.	Yes	We propose a change to Policy E3 to emphasise this point as follows: "Development proposals delivering commercial development4 on the following sites are expected to deliver affordable workspace produce an affordable workspace strategy which will set out the details of the affordable workspace to be delivered as part of their masterplans: ARC Oxford, Oxford Science Park, Oxpens, Osney Mead, Nuffield Sites, Kassam Stadium and Ozone Leisure Complex, Unipart, Northern Gateway. Details of the size, marketing, servicing and the management of the spaces should be set out in an affordable workspace strategy. The City Council will work proactively and collaboratively with any developers on any sites where they would like to promote the delivery of affordable workspace in their development. The details of the affordable workspace strategy including the size, management and servicing of the space will be secured through a Section 106 agreement to the satisfaction of the local planning authority."	Yes - update to be requested in due course.
0022	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council reassesses the list of Local Centres and locations not included in the list against the definition to see whether more locations can be included in this and future Local Plans.	No	Local Centres have been identified in several previous Local Plans. In drafting the Local Plan 2040, we considered whether any additional ones should be added. We were alert to the NPPF definition of a local centre being clear that it can't just include a parade of shops that serve only the immediate area. Also important to this consideration was the policy approach that applies to local centres (and district centres and the city centre), which is that there should be an area of active frontage notable in the street and that should be protected as an area of activity. We also looked at maps of access to facilities and services and considered where this was lacking. These considerations led us to add Underhill Circus to the list of local centres, as this is a clear focal point with an active frontage which serves a fairly wide area. Other areas of shops were considered, including for example around Hollow Way and Magdalen Road. However, these were considered to be stretching the definition quite far, because they have small collections of units which are spread out and which do not create a focal point, which do not obviously serve a wider area and which do not create a strong active frontage.	No - recommendation not accepted.
0023	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council clarifies the definition of a Local Centre within the draft Local Plan to aid understanding as to why some areas are not defined as such, in the event that recommendation 3 is not accepted for the current draft Local Plan.	No	The glossary of the Local Plan currently includes this definition: "Local centres - Local centres include a range of small shops of a local nature, serving a small catchment. Typically, local centres might include, amongst other shops, a small supermarket, a newsagent, a sub-post office and a pharmacy. Other facilities could include a hot-food takeaway and launderette. Small parades of shops of purely neighbourhood significance are not classified as local centres." It is considered that this is a full definition as requested.	No - recommendation not accepted.
0024	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council clarifies the way in which housing numbers on sites are presented within the draft Local Plan, to make clear that the minimum number of dwellings to be delivered which are stated within policies are in addition to the number of existing dwellings on those sites.	Yes	We have tried to make this clear on applicable sites, however we will check and ensure that this is clear on every site with existing housing. We also propose an additional sentence for clarity to the third paragraph in the introduction of the chapter as follows: "Housing numbers are expressed as a minimum netgain. This means that sites with existing housing will be expected to re-provide the equivalent numbers and also the minimum stated in the policy as a net-gain. The minimum number shall be exceeded where it is possible to do so consistent with the other policies in the Plan. The homes should be delivered as general market and affordable housing in accordance with Policy H2 unless it is expressly stated in the site allocation policy that student accommodation or employer-linked affordable housing are suitable on the site. Other specialist forms of housing will be considered on their merits."	Yes - update to be requested in due course.
0025	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council amends the narrative around Templars Square and related Policy SPS12 to highlight the current significance and significant future potential of the site, more broadly than just the provision of housing, to a large number of people and communities across a large area of the City beyond Cowley alone – stressing the importance of redevelopment and reinvigoration of the site.	Yes	We propose adding to the opening paragraph of the supporting text of Policy SPS12 to read: "Templars Square is within the Cowley Centre district centre and provides a varied retail and commercial offer which serves a local and wider catchment area. Residential apartments are also provided across the site, including at Hockmore Tower. Templars Square plays an important role in serving the local and wider community. Redevelopment provides a significant opportunity for this part of the city".	Yes - update to be requested in due course.
0026	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council reviews the ward names used within the draft Local Plan to ensure that they correctly reflect the current wards of the City.	Yes	We'll make sure they are all up to date before the document is published.	Yes - update to be requested in due course.
0027	16-Oct-23	Oxford Local Plan 2040 Regulation 19 Consultation Document	That the Council produces a list of changes between the Local Plan 2036 and Local Plan 2040 to publish alongside the Local Plan 2040 for public consumption.	Yes	We have updated the Local Plan website to make it easy to work through the main sections of the document (e.g. housing) and read what the Local Plan 2036 did, and where the Local Plan 2040 intends to build on this. We hope this will provide the function and readability intended.	Yes - Scrutiny Officer requested link 08 August 2024 to where this read across is available; once provided no further recommendation tracking required.
0028	06-Nov-23	Grant Allocations to Community and Voluntary Organisations 2024/25	That the Council, within the report, includes a breakdown between 'Fully Funded', 'Partially Funded (50%)' and 'lower funding'.	Yes	All Oxford Community Impact Fund grants where match funding was required to be reported (for Big Ideas) were funded in the 'lower funding' bracket (see appendix 4) with the exception of Cowley Road Works as they were unsuccessful in their Arts Council Funding bid. Whilst some didn't include specific figures on their returns, their accounts to 31 March 2022 clearly show the Oxford Community Impact fund contribution to be significantly less than 50%.	Yes - consider whether this has been done in annual report to be submitted to Committee in 2024/25.
0029	06-Nov-23	Grant Allocations to Community and Voluntary Organisations 2024/25	That the Council, within the report, notes the minimum requirement for organisations that don't work with children, young people or vulnerable adults.	Yes	Organisations that don't work with children, young people or vulnerable adults will be asked to confirm this in the application process. In doing so, they will be exempt from relevant aspects of the Safeguarding policy requirement as determined by the Safeguarding Coordinator in consultation with the Head of Community Services.	Yes - consider whether this has been done in annual report to be submitted to Committee in 2024/25.

0030	06-Nov-23	Central (City & University) Conservation Area Appraisal	That the Council would encourage the use of modern windows and other retrofitting measures on historic buildings where appropriate, and the relevant documents are signposted within the report.	Yes	Add to the third bullet point under Step 9: Sustainability and Climate Change in the Design Advice (page 95 of the appraisal; page 101 of the Cabinet Agenda Pack) as follows [new text in bold]: "As a broad principle, historic features should be retained wherever possible, this does not mean that buildings cannot be made more energy efficient however, for example historic window frames and glass should be retained because they contribute strongly to the character and appearance of the conservation and historic building, but options such as careful maintenance, draft proofing or secondary glazing can offer real but sensitive benefits. Where buildings have poor performing modern, or unsympathetic replacement windows, consideration should be given to their replacement with new high-performance windows of a suitable appearance, such as doubleglazed or vacuum-glazed timber sash windows. This can benefit both the building's character and its energy performance." Also add a further web link to Historic England guidance: Historic England guidance on retrofitting to page 95 of the Appraisal (page 101 of the Cabinet Agenda Pack) in the section on 'Sustainability and Climate Change'; and: Also under suggestions for 'Further Reading' at section 8.3 of the Appraisal (page 108 of the Cabinet Agenda Pack) to ensure this advice note and expert guidance is easy to find.	No - amendments to the Appraisal as per the recommendation were included in the final, published Appraisal document on the Council website.
0031	06-Nov-23	Central (City & University) Conservation Area Appraisal	That the Council amend the appraisal to welcome applications that would make private green spaces more accessible to the public.	Yes	Add an additional recommendation (a third bullet point) for Section 7.3 in the Management Plan) page 69 of the Appraisal and page 75 of the Cabinet Agenda Pack), which concerns 'Streets, public spaces and green and blue space' as follows: 'Support applications that would provide greater public accessibility to private green spaces'.	No - amendment to the Appraisal as per the recommendation were included in the final, published Appraisal document on the Council website.
0032	04-Dec-23	Authority Monitoring Report and Infrastructure Funding Statement 2022/23	That the Council sets out the change in definition of students captured by the student threshold at the boundary where it changed in future iterations of the Authority Monitoring Report.	Yes	Additional clarity will be provided in future versions of the Authority Monitoring Report adding to the note of both Figure 1 (University of Oxford Students) and Figure 2 (Oxford Brookes students) on pages 60 and 61 of the AMR as follows: Note: Student numbers contributing to the threshold for 2020/21 onwards have been redefined according to the Local Plan 2036 definition and only include full-time, taught-course students. Please refer to Appendix 3.5 in the Local Plan to see the full list of student exclusions.	Yes - consider when AMR/IFS report submitted for 2023/24 (during 2024/25 Council year)
0033	04-Dec-23	Equalities Update	That the Council surveys unsuccessful job applicants relating to equalities issues and surveys appointing managers as to why unsuccessful applicants were not recruited in order to improve the Council's data and insight into workforce equalities issues at the recruitment stage.	No	Given our existing resources and the many new initiatives outlined in the Workplace Equalities Plan for 2024/25, we cannot commit to this in the next 12 months. There would be an additional cost of producing and delivering an online survey: it would be impractical and time consuming to do a manual survey. The survey could not be totally anonymous as we would need to track feedback by vacancy. This may put people off from being honest if they were interested in other roles. It is a great suggestion as it would be valuable to gather feedback. This may be something we can look at in the future when our online recruitment process is operating effectively. At present, we are trying to fix basic processes.	No - recommendation not accepted.
0034	04-Dec-23	Equalities Update	That the Council sets a higher, more ambitious target for the representation of minority ethnic groups within the workforce to increase the pace of improving representation.	Yes	This is planned. Background work is complete and a suitable target needs now to be agreed by the senior leadership team and our Portfolio Lead.	Yes - consider when Equalities Update submitted in 2024/25
0035	04-Dec-23	Equalities Update	That the Council explores the reasons for underrepresentation of Muslim staff within the workforce and works to identify and address barriers to the recruitment and retention of Muslim staff.	Yes	We can do some work around this by consulting with existing staff and our new staff network to identify barriers and possible solutions.	Yes - consider when Equalities Update submitted in 2024/25
0036	04-Dec-23	Equalities Update	That the Council expands the gender identity options within its application forms and workforce monitoring to include options for Trans Man and Trans Woman.	Yes	Yes is depending on key staff feedback. When groups are small, careful thought is needed around how far to go with the level of information gathered. There is a benefit to collecting this data and some individuals are likely to welcome the greater 11 recognition of the two different groups of trans man and trans woman but some individuals may be uncomfortable sharing the extra layer of detail. I suggest we consult our LGBTQ+ staff network on this issue and take advice from Inclusive Employers as we are a member. If we believe it is the right thing to do after taking advice and staff soundings, then we will go ahead.	Yes - consider when Equalities Update submitted in 2024/25
0037	04-Dec-23	Equalities Update	That the Council routinely collects Equality, Diversity and Inclusion data from all job applicants, regardless of the application route they take (e.g. CV or online application form).	Yes	Yes is in the longer term. The data is certainly important and will help us identify issues or bias in selection processes. However, we should look for an online solution where applicants register with us and then submit a CV. We can look at whether we can deliver this with our current system in the future. There may be an extra cost associated with system changes as our system supplier may need to support any change. Our aim is to have a straightforward process for all applicants and that all applicants will apply online through our website. We wish to automate the process as much as possible. This will include collecting applicant personal data upfront and having managers shortlist online. Progress has been hindered because we have had a systems administrator vacancy for over 12 months but now have filled the post. There is an additional cost to deliver improvements to our system as we will need input from our software provider and we have made provision/a proposal in the capital budget.	Yes - update to be requested in due course.
0038	04-Dec-23	Equalities Update	That the Council anonymises job application forms during the shortlisting process for all applications going forward.	Yes	This is something we have already explored and can't deliver right now. We will pick this up with the planned system review of how we manage recruitment. I am not sure when we will be able to deliver this but it is the right thing to do to reduce bias in the selection process.	Yes - update to be requested in due course.
0039	04-Dec-23	Equalities Update	That the Council maps the career trajectory over time for individuals within the workforce with a protected characteristic; to include information such as length of service, pay grade, age and protected characteristic.	No	We can look at whether we can report from our current HR system but this is a complex task as some people leave, the typical service/time with the authority will vary according to professional group and career pathways are clear in some areas and less clear in others. We can start by looking at more detailed workforce profiling but I would suggest this is not a priority for the team right now as we still have lots of basic functional processes to improve. Our focus is on addressing barriers to entry to the Council workforce currently and our plan is to monitor diversity by grade to see if our actions have any impact.	No - recommendation not accepted.
0040	04-Dec-23	Review of Glyphosate Use by Oxford Direct Services to Manage Weeds on Behalf of Oxford City Council	That the Council works with Oxford Direct Services to compile a list of areas within the City where local community groups have purposefully planted plants, which should be approached with caution by Oxford Direct Services when applying Glyphosate so as not to cause unwanted damage.	No	Glyphosate is only applied topically onto weeds growing within pavements and other paved areas. Care is already taken to ensure it does not impact on other plants growing within the vicinity of those areas where the herbicide treatment is being applied.	No - recommendation not accepted.
0041	04-Dec-23	Review of Glyphosate Use by Oxford Direct Services to Manage Weeds on Behalf of Oxford City Council	That the Council provides a means for community groups and interested individuals to register for updates related to when Glyphosate application will take place in particular areas across the City, to enable the synchronisation of works undertaken by those groups and Oxford Direct Services.	No	The application of Glyphosate is undertaken three times a year, and only when conditions are appropriate – for example not when it is raining or windy. It would not be practicable to provide real time updates on operational works of this nature undertaken across the city.	No - recommendation not accepted.
0042	04-Dec-23	Review of Glyphosate Use by Oxford Direct Services to Manage Weeds on Behalf of Oxford City Council	That the Council publishes a list of those areas of the City which have currently opted-out of Glyphosate application, to ensure councillors are aware of areas in their respective wards and can access the information freely.	Yes	Historically, Osney and St Thomas Ward has been opted out of Glyphosate treatment for weeds on paved surfaces with the agreement of ODS. Going forwards it is proposed that the usage of Glyphosate to manage weed intrusion in paved surfaces is delivered uniformly across the city to meet need.	No - response addressed recommendation in full.
0043	04-Dec-23	Review of Glyphosate Use by Oxford Direct Services to Manage Weeds on Behalf of Oxford City Council	That the Council develops a communications plan for those areas of the City which have currently opted-out of Glyphosate application and the public more broadly to ensure awareness and understanding of the proposals regarding Glyphosate usage going forward.	Yes	A communications plan is already being applied. A press release has already been issued and media coverage generated on the proposed approach to Glyphosate usage. Infographics have been created and will be distributed through the Council's digital channels.	Yes - update to be requested in due course.
0044	04-Dec-23	Local Government Association Corporate Peer Review: Council Action Plan	That the Council places engagement with local anchor institutions at the heart of the Corporate Strategy 2024-28, in particular the need to hold open and honest conversations about the overall vision and aspirations for Oxford to enable organisations to work together to drive forward that collective vision of the type of city Oxford should be.	Yes	Oxford's anchor institutions have been involved from the outset in the development of the Council's new Corporate Strategy 2024-28, via the Oxford Strategic Partnership. We will continue to engage with them to drive forward and deliver against a collective vision for the city and the wording of the new strategy will reflect this.	No - Corporate Strategy 2024-28 now developed and adopted.
0045	16-Jan-24	Private Rented Sector Regulation Policies - Results of Consultation	That the Council clarifies how the principles of its private rented sector regulation policies apply to social housing providers and housing for asylum seekers.	Yes	This will be clarified when the policies are published, where the legislation and policies apply to such accommodation and providers.	Yes - Scrutiny Officer asked officers 08 August 2024 where policies published and will then check that this recommendation has been fulfilled.
0046	16-Jan-24	Private Rented Sector Regulation Policies - Results of Consultation	That the Council explores the ways in which domestic abuse and the Council's work towards achieving Domestic Abuse Housing Alliance (DAHA) Accreditation can feed into its private rented sector regulation policies to ensure alignment across the organisation.	Yes	We will explore how these policies can align with the DAHA accreditation work area and update procedures where appropriate.	Yes - update to be requested in due course.
0047	16-Jan-24	DAHA Accreditation and Domestic Abuse Review Group Update	That the Council investigates and assesses the adequacy and clarity of the support and signposting provided to victims and survivors of domestic abuse housed in safe and/or temporary accommodation.	In Part	Concerns were raised about the safety of people fleeing domestic abuse in temporary accommodation and hotel settings. This area will be investigated but not sanctuary or refuge accommodation.	Yes - update to be requested in due course.

0048	16-Jan-24	DAHA Accreditation and Domestic Abuse Review Group Update	That the Council proactively lobbies Central Government based on the horrific lived experiences of Oxford residents, stressing the urgent need for additional resources to support the Council in meeting its new statutory obligations relating to domestic abuse.	Yes	This is a Member-led activity.	Yes - update to be requested in due course.
0049	16-Jan-24	DAHA Accreditation and Domestic Abuse Review Group Update	That the Council ensures that the lived experiences of children are captured and addressed by the Council through its domestic abuse work.	Yes	Data on children is captured through HClick, which includes those temporarily housed in bed/breakfast and our temporary housing stock.	No - response addressed recommendation.
0050	16-Jan-24	DAHA Accreditation and Domestic Abuse Review Group Update	That the Council delivers domestic abuse training annually to Members going forward and appoints a Member as Domestic Abuse Champion.	In Part	A wide range of domestic abuse training courses are available through the Oxfordshire Safeguarding Children Board (OSCB) website. Officers will review if a Member course is also needed and the addition of a Member Domestic Abuse Champion.	No - domestic abuse training for Members will be delivered on 02 October 2024. The Cabinet Member for a Safer Oxford (currently Cllr Arshad) fulfils the Member Domestic Abuse Champion role, just without the official title of champion, and is actively engaged in learning about domestic abuse and the local context. No further monitoring required as the recommendation has been addressed.
0051	16-Jan-24	Draft Corporate Strategy 2024-28 for Consultation	That the Council undertakes a comparative analysis to clearly set out what has changed between the current Corporate Strategy 2020-24 and the draft Corporate Strategy 2024-28 as a result of prioritisation.		This work will be done as part of our response to the LGA peer review.	No - comparative analysis circulated to Committee 15 July 2024 and included as a minutes supplement for the July 2024 meeting.
0052	16-Jan-24	Draft Corporate Strategy 2024-28 for Consultation	That the Council incorporates references to community wealth building, or appropriate alternative language which reflects the principles of community wealth building, within the draft Corporate Strategy 2024-28 – to include explicit use of the phrase 'shortened supply chains' within the 'Strong, Inclusive Economy' section.		The Corporate Strategy has been drafted to avoid the use of jargon or terms that are not widely understood by a general audience. We believe our commitments reflect some of the key principles of community wealth building in appropriate alternative language, in particular on the Oxford Living Wage, local economic development in disadvantaged areas, and using our procurement power to support local businesses, apprenticeships and better public spaces. We have consulted with the procurement team on including a reference to 'shortened supply chains'. We believe that this is already implicit in our commitment to strengthening local supply chains, but we are unable to mandate or enforce shortened supply chains in our procurement. As part of strengthening our work with local businesses, we hold 'meet the buyer' events and 'how to tender' workshops primarily targeted at local businesses. On high-value contracts we ask bidders to detail their reliance on sub-contractors and name them.	No - Corporate Strategy 2024-28 now developed and adopted.
0053	16-Jan-24	Draft Corporate Strategy 2024-28 for Consultation	That the Council includes wording under the priorities within the 'Zero Carbon Oxford' section along the lines of 'working in partnership with other institutions in Oxford to ensure a joined-up approach to tackling emissions'.		We believe the commitments to work with partners to reduce building emissions across the city, and the commitment to work with partners on a Local Area Energy Plan to reduce emissions, amount to a commitment to a joined-up approach to tackling emissions while also giving more concrete and measurable actions.	No - Corporate Strategy 2024-28 now developed and adopted.
0054	16-Jan-24	Draft Corporate Strategy 2024-28 for Consultation	That the Council includes a glossary of key terms used throughout the Corporate Strategy 2024-28 in the final document.		This will be included in the final published documents in June 2024.	No - Corporate Strategy 2024-28 now developed and adopted. Glossary included.
0055	16-Jan-24	Draft Corporate Strategy 2024-28 for Consultation	That the Council draws out and emphasises the interaction and interconnectivity between the priorities of the Corporate Strategy 2024-28 within the foreword of the final document		That was always the intention and will be included in the final published documents in June 2024.	No - Corporate Strategy 2024-28 now developed and adopted.
0056	06-Feb-24	Capital Strategy 2024/25 to 2027/28	That the Council clarifies whether the capital schemes which pre-dated the Council's net zero targets and therefore are not subject to the same zero carbon criteria jeopardises the Council's ambition to reach net zero by 2030.	Yes	We are able to clarify this by answering the question: the answer required input from officers who were not present at the Committee. The 2030 net zero target for the Council was first adopted in February 2021. Any capital programmes in place in the period 2012-2021 would have been subject, instead, to a commitment to reduce the Council's carbon footprint by 5% per annum. In setting the 2030 net zero target in 2021, previous capital programmes and existing assets were taken into account as part of setting the net zero target to be reached over the following decade. The Council is currently on track to meet the 2030 target.	No - response addressed recommendation in full.
0057	06-Feb-24	Treasury Management Strategy 2024/25	That the Council reviews its investments in light of the conflict in Israel and Palestine and any associated human rights abuses with a view to assessing alignment with the Council's current Ethical Investment Policy.	Yes	The Council reviews its investments in line with its Environmental, Social and Governance Policy at the time of making the investment as well as our Ethical Investment Policy. This is updated and subject to review and in the light of the current situation we are happy to confirm that it will be included in our review arrangements.	No - response addressed recommendation in full.
0058	04-Mar-24	Request for Exceptional Circumstances Relief from the Community Infrastructure Levy	That the Cabinet, in the making of its decision, has regard to the relative insignificance of the value of the proposed CIL exemption compared to the overall project viability gap and thus the limited impact that the CIL exemption, if agreed, would have on influencing and/or changing the behaviour or intentions of BMW.	No	Consideration of the value of the subsidy is mandated as part of the Subsidy Control Act and so it already forms part of the decision-making process.	No - recommendation not accepted.
0059	04-Mar-24	Request for Exceptional Circumstances Relief from the Community Infrastructure Levy	That the Cabinet, in the making of its decision, has regard to the existence of other entities that are able to provide subsidies of a similar scale, in particular Central Government.	No	The application for exceptional relief relates specifically here to the CIL liability, and no other body would be able to grant such an exemption.	No - recommendation not accepted.
0060	04-Mar-24	Request for Exceptional Circumstances Relief from the Community Infrastructure Levy	That the Council, should the CIL exemption be approved by Cabinet, asks BMW to provide a statement setting out how it will mitigate the impact of the development without the use of CIL monies.	Yes	CIL money is not used to mitigate impacts of a specific development (CIL should not be confused with Section 106 agreements that specify measures in relation to specific planning applications). Nevertheless, and noting that the statement is not a requirement of the Relief process, this will be requested of the applicant.	Yes - update to be requested in due course.
0061	05-Mar-24	Oxfordshire Food Strategy - City Action Plan	That the Council engages with local food larders with a view to improving the variety of fruit and veg available, having regard to the outcome of the recent study undertaken at Oxford City Farm in relation to mothers and the impact of the cost of living crisis.	Yes	The Council has been supporting the local food larders by initiatives such as funding fridges and fridge-freezers, with campaigns to donate food produce, by providing a low cost community van to help with logistics, through supplying Household Support Fund when available and through our partnership work with SOFEA on the food pipeline. We will continue to explore opportunities to support food larders and help increase the range of fruit and vegetable offered.	Yes - update to be requested in due course.
0062	06-Mar-24	Oxfordshire Food Strategy - City Action Plan	That the Council reviews its policy in relation to the management of leftover food from Town Hall events so that it does not go to waste.	Yes	The Town Hall management team are working with the current caterer on reducing food waste and further opportunities around this. Currently the caterer works with the customer in advance on their food requirements, trying to ensure that minimal cooked food is left over and that all uncooked food will be re-used within their business.	Yes - update to be requested in due course.
0063	07-Mar-24	Oxfordshire Food Strategy - City Action Plan	That the Council promotes reducing food waste and encouraging diet change as the most impactful factors from a climate perspective, as well as reducing food miles.	In Part	We believe that this is mostly covered in the City Food Action Plan within the third item under the heading of 'Build vibrant food communities with the capacity and skills to enjoy food together'. The lead organisation is GFO and the Council can provide a supporting role.	No - response cites that recommendation already covered in City Action Plan.
0064	08-Mar-24	Oxfordshire Food Strategy - City Action Plan	That the Council, working with the community, explores options for the collection of food waste from larger generators of food waste within the city and distribution among food larders; and adds this to the City Action Plan.	No	Whilst this is a positive aspiration, there is a real risk that this is something that becomes particularly resource intensive given the scale of the ask both to the Council and to the wider system. As such it is likely to put delivery of the action plan at risk.	No - recommendation not accepted.
0065	09-Mar-24	Oxfordshire Food Strategy - City Action Plan	That the Council re-evaluates the priority areas of the city where activity will take place set out in the City Action Plan, which are currently set at the ward level, with a view to setting priority areas at a sub-ward level to more accurately reflect levels and pockets of deprivation across the City.	In Part	For some actions a citywide focus is appropriate, however for others a much more targeted approach is already advocated. For example, under 'Tackle food poverty and diet-related ill-health' the outcome on item 1 is 'Better understanding of the drivers of food insecurity at a hyper-local level enables targeted interventions and reduction in food insecurity'. We will continue to target resources to where they are most needed where we have capacity to enable it.	Yes - update to be requested in due course.
0066	11-Apr-24	Adult Exploitation	That the Council develops and delivers training for all Members related to spotting the signs of adult exploitation and modern slavery and how to report it.	Yes	Training is available for Members which can be delivered to councillors.	No - Member briefing on adult exploitation and modern slavery scheduled for 12 November 2024. No further monitoring required as recommendation fulfilled.
0067	11-Apr-24	Adult Exploitation	That the Council rolls out a social media campaign related to spotting the signs of adult exploitation and modern slavery and how to report it.	In Part	Social media campaigns are used for different types of exploitation at different times of the year. The campaigns include spotting the signs, how to report and support for 57 victims.	Yes - update to be requested in due course.
0068	11-Apr-24	Oxford City Council Annual Business Plan 2024-2025	That the Council includes specific year one actions within the 'Good, Affordable Homes' priority related to driving forward the Council's aim to increase the number of new homes for social rent.	Yes	Wording in the Business Plan 2024/25 will be amended to highlight that the delivery of new housing for social rent is central to the actions under the Good, Affordable Homes priority.	Yes - Scrutiny Officer asked officers 08 August 2024 whether this was implemented and for link to published document.
0069	02-Jul-24	Oxford City Council Corporate Strategy 2024/2028	That the Council includes a priority within the strategy to have an age and child friendly city, noting that the detail would sit in other supporting strategies such as Oxford's Economic Strategy, the City Centre Action Plan and the Thriving Communities Strategy, to ensure that inclusivity of all ages is at the forefront of the Council's approach.		Officers are currently working with partners in the city to examine the opportunity of becoming an Age Friendly City. If a decision is taken to seek accreditation this will be added to the strategy. While the Council has limited capacity to support additional work when it is also managing significant budget pressures, Councillor Louise Upton and 2 council officers have been awarded places on a residential course at LSE for intensive training on how to make a city work for young children (95 cm tall, hence the name Urban95) and their caregivers. This can inform future work in this area. The Council has a strong record on supporting children and young people and creating child-friendly spaces and activities. Examples include the provision of 87 play areas and recreation grounds across the city, the work of our Youth Ambition team to provide regular and summer holidays for some of our most disadvantaged young people, and leisure discounts including free swimming for under-17s and an expanded free swimming lessons provision.	Yes - request update on Age Friendly City work and Urban95 course in due course.

0070	02-Jul-24	Oxford City Council Corporate Strategy 2024/2028	That the Council includes specific reference within the strategy to the work of the Child Poverty Review Group and adoption of the Socio-Economic Duty to demonstrate the Council's commitment to working to reduce inequality at every level.		A reference to adoption of the Socio-Economic Duty has been added to the draft Council Strategy 2024-28. A reference to the work of the Child Poverty Review Group would not be appropriate, as this is a forward-looking document that doesn't seek to replicate information published elsewhere on how proposals were developed.	No - reference to socio-economic duty included in the strategy, which has now been adopted..	
0071	02-Jul-24	Oxford City Council Corporate Strategy 2024/2028	That the Council makes more explicit reference within the strategy to activity which is funded versus activity that is dependent on securing funding; and references prioritisation processes to ensure that activity is undertaken on the basis of having maximum impact when considering cost/benefit and value for money.		A reference to the Council's ability to meet its 2030 and 2040 Net Zero targets being subject to additional external funding has been added to the draft Council Strategy 2024- 28. The Strategy's sister document, the Budget and Medium Term Financial Plan is the Council's main tool for prioritising spend. It uses the Council Strategy as the basis for that prioritisation process together with associated consideration of cost/benefit and value for money.	No - strategy now adopted.	
0072	02-Jul-24	Update of Byelaws for Parks and Open Spaces	That the Council includes a speed restriction within the byelaws related to cycling.	In Part	Although it is not viable to set a specific speed limit for bicycles in parks as such (there would be no way to police/enforce this) the need has been identified to provide a clearer definition in the proposed byelaws of what constitutes a bicycle to ensure only legally defined e-bikes are permitted in parks, and that there is a clear distinction between these and motorbikes of any description. There is a clear legal definition of an e-bike under UK law which will be added to the byelaws to cover this (it must have a motor output not exceeding 250w continuously and a maximum speed assistance of up to 15 mph). There is a general byelaw included which covers dangerous or inconsiderate cycling in parks regardless of the type of bicycle being ridden.	No - recommendation incorporated into draft byelaws as far as possible; Council agreed in July 2024 to submit the byelaws to Secretary of State for for approval.	
0073	02-Jul-24	Update of Byelaws for Parks and Open Spaces	That the Council displays information in parks (e.g. on notice boards) for the public on how to report anti-social behaviour.	Yes	New updated signage is currently being installed in all the play areas which contains the direct Parks number which people can use to report issues. These and other signs also contain the web address, and on the whole people prefer to contact the council in this way. For more serious ASB we need to continue to encourage the public to report this to the police at the time.	Yes - update to be requested in due course.	
0074	02-Jul-24	Leisure Investment Programme	That the Council undertakes a thorough analysis of the Leys Leisure Centre sports hall usage during all opening times, paying particular attention to evening usage, to understand the impact that the proposal would have on user groups; actively engages with users regarding appropriate alternative provision; and ensures that appropriate mitigations are put in place to protect against disproportionate impacts of the Leys Leisure Centre sports hall proposals on active user groups.	Yes	Agreed, but with slightly amended wording: 'That the Council undertakes a thorough analysis of the Leys Leisure Centre sports hall usage during all opening times, paying particular attention to evening usage, to understand the impact that the proposal would have on user groups; actively engages with users regarding appropriate alternative provision; and ensures that appropriate mitigations are put in place where possible to try to protect against disproportionate impacts of the Leys Leisure Centre sports hall proposals on active user groups.'	Yes - update to be requested in due course.	
0075	02-Jul-24	Leisure Investment Programme	That the Council publishes high-level information on the Leisure Investment Programme and progress on its delivery in a prominent place on the Council's website in order to provide public reassurance and transparency.	Yes	Agreed.	Yes - update to be requested in due course.	

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