



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 17 October 2023 at 11.00 am

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

If you wish to view proceedings online, please click on this [Live Stream Link](#).

Martin Reeves
Chief Executive

October 2023

Committee Officer: Chris Reynolds

Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

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

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 25 October 2023 unless called in by that date for review by the appropriate Scrutiny Committee.

Date of next meeting: 21 November 2023



AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 19 September 2023 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

5. Petitions and Public Address

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 Wednesday 11 October 2023. Requests to speak should be sent to chris.reynolds@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.

6. Reports from Scrutiny Committees (TO FOLLOW)

Cabinet will receive the following Scrutiny Reports:-

Oxfordshire Joint Health Overview and Scrutiny Committee on the Area SEND Inspection of the Local Area Partnership

Oxfordshire Joint Health Overview and Scrutiny Committee on Healthy Weight

Oxfordshire Joint Health Overview and Scrutiny Committee on Health and Wellbeing Strategy Update

People Overview & Scrutiny Committee on Local Area SEND Inspection

7. Oxford : East Oxford Low Traffic Neighbourhoods (LTNs) - Traffic Regulation Order (TRO) (Pages 13 - 52)

Cabinet Member: Transport Management

Forward Plan Ref: 2023/134

Contact: Aron Wisdom, Programme Lead, aron.wisdom@oxfordshire.gov.uk

Report by Corporate Director Environment & Place (CA7).

The Cabinet is RECOMMENDED to:

- (a) **Approve the Traffic Regulation Orders (TROs) for the three East Oxford Low Traffic Neighbourhood (LTN) areas:**
 - (i) **Divinity Road**
 - (ii) **St. Clement's**
 - (iii) **St. Mary's**

Officers are working on measures to mitigate the impacts of general congestion on bus services prior to the trial traffic filters being implemented in late 2024, with a package of measures that are due to be implemented during 2023 and 2024, city-wide. However, whilst the measures being considered are hoped to assist appreciably, they are not likely to fully mitigate bus service delays in the short term. Nevertheless, officers consider that it is essential that the associated measures are implemented. Therefore, Cabinet is recommended to:

- (b) **Subject to the approval of (a) above, approve the replacement of the bollards in Divinity Road, James Street and Magdalen Road with automatic number plate recognition (ANPR) cameras.**
- (c) **Subject to approval of (b) above, approve exemptions for emergency services, waste and postal vehicles, taxi and private hire vehicles through the restrictions enforced by ANPR on Divinity Road, James**

Street and Magdalen Road. The use of ANPR and/or exemptions will be reviewed prior to/during the trial of the traffic filters.

- (d) **Subject to the approval of (a) above, approve the introduction of bollards and/or planters at the junction of Jeune Street and St. Clement's, and make Jeune Street two-way south of the restriction.**
- (e) **Subject to the approval of (a) above, relocate the residential parking bay in Marston Street.**
- (f) **Subject to the approval of (a) above, move the filter location on Bullingdon Road to the southwest to a point to the east of the junction with Hurst Street.**
- (g) **Approve the investigation of measures to improve public transport journey times and adequately resource the interventions.**

This report presents cabinet with a consideration of alternative options as well as the above officer recommendation to reflect the complexity of this project.

8. Local Area Partnership/SEND Ofsted Inspection (TO FOLLOW)

Cabinet Member: SEND Improvement

Forward Plan Ref: 2023/261

Contact: Anne Coyle, Interim Director for Children's Services

Anne.coyle@oxfordshire.gov.uk

Report by Interim Director of Children's Services.

The Committee is RECOMMENDED to

- a) Note the report of His Majesty's Chief Inspectorate;**
- b) Note the indicative action plan, development process and proposed governance**

9. Local Transport & Connectivity Plan (LTCP) Monitoring Report (Pages 53 - 128)

Cabinet Member: Infrastructure & Development Strategy

Forward Plan Ref: 2023/262

Contact: Joe Kay, Strategic Transport Lead, joseph.kay@oxfordshire.gov.uk

Report by Corporate Director Environment & Place (CA9).

Cabinet are RECOMMENDED to:

- a) Agree the Local Transport and Connectivity Plan monitoring report for publication alongside Council's Local Transport and Connectivity Plan.**

10. Capital Programme Update and Monitoring Report - July 2023

(Pages 129 - 150)

Cabinet Member: Finance

Forward Plan Ref: 2023/131

Contact: Natalie Crawford, Capital Programme Manager,
natalie.crawford@oxfordshire.gov.uk

Report by Director of Finance (**CA10**).

The Cabinet is RECOMMENDED to:

Capital Programme

1. **Accept the latest capital monitoring position for 2023/24 set out in Annex 1.**
2. **Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report, noting the return of £1.2m corporate funds from the Defect Liability Programme.**

Additions to the Capital Programme

3. **Approve the inclusion of Oathill Lodge - a Children's Residential Home - into the Capital Programme, releasing £2.528m of funding agreed by Council in February 2023 (paragraph 56).**
4. **Approve the inclusion of Greenways, Wootton - a Children's Residential Home - into the Capital Programme, releasing funds of £2.065m agreed by Council in February 2023 (paragraph 58).**
5. **Approve the inclusion of Thames Path Bank Repairs into the Capital Programme using £1.5m of earmarked reserves approved by Council in February 2023 (paragraph 60).**

Grant funding Bids

6. **Agree to proceed with a bid for Local Electric Vehicle Infrastructure Funding and to seek permission to enter procurement (paragraph 62).**
7. **Agree to proceed with a bid for the Property Decarbonisation Programme funding (paragraph 64).**

11. Workforce Report and Staffing Data - Quarter 1 - April to July 2023 (Pages 151 - 156)

Cabinet Member: Community & Corporate Services

Forward Plan Ref: 2023/132

Contact: Cherie Cuthbertson, Director of Workforce & Organisational Development,
Cherie.cuthbertson@oxfordshire.gov.uk

Report by Director of Finance (**CA11**).

The Cabinet is RECOMMENDED to note the report

12. Treasury Management Quarter 1 Report (2023/24) (Pages 157 - 170)

Cabinet Member: Finance

Forward Plan Ref: 2023/249

Contact: Tim Chapple, Treasury Manager, tim.chapple@oxfordshire.gov.uk

Report by Director of Finance (**CA12**).

Cabinet is RECOMMENDED to note the council's treasury management activity the first quarter of 2023/24.

13. Budget & Business Planning Report - 2024/25 - 2026/27 (Pages 171 - 226)

Cabinet Member: Finance

Forward Plan Ref: 2023/127

Contact: Kathy Wilcox, Head of Financial Strategy, Kathy.Wilcox@oxfordshire.gov.uk

Report by Director of Finance (**CA13**).

The Cabinet is RECOMMENDED to:

- a) Endorse the report and note the assumptions that will form the starting point for the 2024/25 budget as well as updates since the Medium Term Financial Strategy was agreed in February 2023 that need to be considered;
- b) Approve the budget and business planning process for 2024/25;
- c) Approve a three-year period for the medium-term financial strategy to 2026/27 and ten-year period for the capital programme to 2033/34 and;
- d) Note the requirement for the council to set a sustainable balanced budget which shows how income will equal spending plans.

14. Future Highways Maintenance Contract Model (Pages 227 - 256)

Cabinet Member: Transport Management

Forward Plan Ref: 2023/218

Contact: Phil Whitfield, Senior Project Manager, phil.whitfield@oxfordshire.gov.uk

Report by Corporate Director Environment & Place (**CA14**).

The Cabinet is **RECOMMENDED** to

- a) **Endorse the approach and proposals surrounding the new highway maintenance contract as set out in this paper.**
- b) **Authorise Officers to prepare and commence the procurement of a new highway maintenance contract to start on 1st April 2025 (following a mobilisation period) for 8 years with options for two 3-year extensions (14-year potential contract length).**
- c) **Authorise Officers to prepare for and commence the procurement for a new gritting fleet 'contract hire' arrangement in alignment with the commencement of the new highways maintenance contract which can be transferred to the new maintenance provider.**
- d) **Delegate the decision to the award the contracts, and any potential future contract extensions, to the Corporate Director of Environment and Place.**

15. Oxfordshire Safeguarding Adults Board Annual Report 2022-23 (TO FOLLOW)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2023/128

Contact: Steven Turner, Strategic Partnerships Manager,
Steven.Turner@oxfordshire.gov.uk

Report by Corporate Director for Adult Social Care (**CA15**).

To note the report and its conclusions.

16. Oxfordshire Safeguarding Children Board Annual Report 2022-23 (TO FOLLOW)

Cabinet Member: Children, Education & Young People's Services

Forward Plan Ref: 2023/129

Contact: Laura Gajdus, Business Manager (OSCB), laura.gajdus@oxfordshire.gov.uk

Report by Corporate Director for Children's Services (**CA16**).

To note the report and its conclusions.

17. Delegated Powers Report for July to September 2023 (Pages 257 - 258)

Cabinet Member: Leader

Forward Plan Ref: 2023/130

Contact: Colm Ó Caomhánaigh, Democratic Services Manager,
colm.ocaomhanaigh@oxfordshire.gov.uk

Report by Director of Law & Governance (**CA17**).

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.

18. Forward Plan and Future Business (Pages 259 - 276)

Cabinet Member: All

Contact Officer: Chris Reynolds, Committee Officer Tel: 07542 029441

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA18**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.

19. For information only: Cabinet Responses to Scrutiny Papers (Pages 277 - 278)

Children and Adults Workforce Retention and Key Worker Housing (**TO FOLLOW**)

Water resources

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.

This page is intentionally left blank

Agenda Item 3

CABINET

MINUTES of the meeting held on Tuesday, 19 September 2023 commencing at 11.00 am and finishing at 5.30 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair
Councillor Liz Brighthouse OBE (Deputy Chair)
Councillor Tim Bearder
Councillor Duncan Enright
Councillor Andrew Gant
Councillor Kate Gregory
Councillor Calum Miller
Councillor Michael O'Connor
Councillor Dr Pete Sudbury

Other Members in Attendance:

Councillors David Bartholomew, Ted Fenton, Donna Ford, John Howson, Kieron Mallon, Eddie Reeves and Judy Roberts

Officers:

Whole of meeting Martin Reeves (Chief Executive), Stephen Chandler, Executive Director (People, Transformation and Performance), Lorna Baxter (Director of Finance), Anita Bradley (Director of Law & Governance and Monitoring Officer), Ansaf Azhar (Corporate Director Public Health & Community Safety), Bill Cotton (Corporate Director Environment & Place) Anne Coyle (Interim Corporate Director of Children's Services), Karen Fuller (Interim Corporate Director Adult Social Care), Colm Ó Caomhánaigh (Democratic Services Manager)

The Cabinet considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

99/23 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies for absence were received from Councillor Glynis Phillips.

100/23 DECLARATIONS OF INTEREST

(Agenda Item. 2)

In relation to Item 7, Councillor Gant stated that, while submissions have been received from neighbourhood forums in his division, he has had no involvement in the discussions around them.

In relation to Item 7, Councillor Miller stated that he was a volunteer coach with Gosford All Blacks Rugby Club.

101/23 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 18 July 2023 were approved and signed as a correct record by the Chair.

102/23 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

There were none received.

103/23 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

Item 7 Proposal from OUFC to OCC as Landowner

David Robey
Roger Dicks
Paul Peros
Janine Bailey
Tim Williams
Niall McWilliams
Jonathon Clarke
Gemma Sims
Ian Salisbury
Suzanne McIvor
Paul Buckley
Chris Robins
John Hill
Chris Brennan
Cllr Ian Middleton
Cllr Liam Walker

8 Local Government and Social Care Ombudsman (LGSCO)

Cllr John Howson

9 Time for Change: Improving Educational Opportunity for All Oxfordshire's Children and Young People - A report by the Oxfordshire Education Commission

Claire Brenner
Cllr John Howson

12 Capital Programme Approvals

Cllr John Howson

17 OCC Fire & Rescue Service Property and Emergency Response Strategy
Cllr John Howson

104/23 APPOINTMENTS

(Agenda Item. 6)

RESOLVED to confirm the following appointments:

Rural Services Network (Category A Outside Body)
Nominated Member: Councillor Leffman
Nominated substitute: Councillor Gregory

South East Employers (Category A Outside Body)
Councillor Phillips
Councillor Gregory

Thames Valley Fire Control Service
Councillor Gregory to replace Councillor Hannaby

Member Champions
Future Generations: Councillor Hicks
Public Transport: Councillor Povolotsky

105/23 PROPOSAL FROM OXFORD UNITED FOOTBALL CLUB TO OXFORDSHIRE COUNTY COUNCIL AS LANDOWNER - SEPTEMBER 2023

(Agenda Item. 7)

Cabinet had before it a report regarding the approach by Oxford United Football Club (OUFC) to the County Council (OCC) requesting that the Council transfer, by way of a 250-year lease, c.18 hectares (44.48 acres) of land, known as 'land at Stratfield Brake, Kidlington' for the development of a new 18,000 capacity football stadium with ancillary leisure and commercial facilities to include, hotel, retail, conference, and training/community grounds.

Councillor Kieron Mallon, Chair of the Place Overview & Scrutiny Committee presented the Committee's report and recommendations on these proposals.

The Chair then invited a number of speakers to address the Cabinet on the substantive report and recommendations.

Councillor Calum Miller, Cabinet Member for Finance, introduced the report.

The Chief Executive presented the report and referred to the various views that had been expressed on the proposals.

During discussion, members made the following points:-

- The need to pay particular attention to whether freehold or leasehold terms be agreed in view of the financial and reputational risks to the Council
- The need to lock in the covenant to ensure the ongoing use of the land for the purposes set out in the report
- The importance of environmental considerations in the development of the new site
- The roles of the Football Club and the land under consideration as Community assets
- The social value of football in bringing generations and communities together
- The need to take account of the large volume of correspondence and representations received on the proposals
- The need to consider local traffic considerations
- Concerns about the residual green belt and biodiversity of the adjoining land
- The need to demonstrate the benefits to be realised from the proposals in line with the Council's strategic priorities

Councillor Miller, Cabinet Member for Finance, thanked all those involved in the compilation of the report and the speakers who had attended the meeting to express their views. He referred to the background to the proposals arising from the need for Oxford United to find an alternative site from 2026 and the extensive work on the technical proposals and community engagement that had been undertaken which had led to the recommendations presented to this meeting.

Members then considered the detailed recommendations in the report and, in particular, whether to proceed on the basis of entering a leasehold agreement with the Football Club. Following discussion, Cabinet agreed to make amendments to the recommendations in the report.

Councillor Miller moved and Councillor Bearder seconded the amended recommendations and they were approved.

RESOLVED, 8 voting in favour and 1 abstention to:-

- (a) **Note the feedback from the stakeholder engagement exercise undertaken in April and May 2023 (set out in Annex 2) and the public engagement exercise undertaken between 9 June and 23 July 2023 (set out in Annex 3).**
- (b) **Accept the report from the Place Overview and Scrutiny Committee.**
- (c) **Agree to proceed with a leasehold disposal of the land located to the east of Frieze Way/south of Kidlington roundabout known as the Triangle, based on the heads of terms which are to be negotiated with Oxford United Football Club (OUFC).**

The leasehold disposal would be subject to:

- i. The receipt of planning consent**
 - ii. The production by OUFC of a net zero carbon plan [fully costed with clear timescales and outcomes, from design, construction and full operation of the stadium]**
 - iii. A clear and detailed set of proposals that show how OUFC will meet the commitments made to date to meet the Council's strategic priorities to the satisfaction of the Cabinet Member for Finance and Property**
 - iv. Obtaining a best value assessment of the leasehold disposal in accordance with the requirements of s123 Local Government Act 1972**
 - v. Restrictive covenants to ensure that the land remains limited to use for stadium and sports purposes for the term of the lease**
- (d) Delegate authority to the Director of Finance, in consultation with the Chief Executive and the Cabinet Member for Finance and Property, to negotiate and agree the final heads of terms**
- (e) Delegate authority to the Director of Finance, in consultation with the Head of Legal and Deputy Monitoring Officer, to conclude negotiations with the club and complete all necessary legal documentation for the leasehold disposal**
- (f) Delegate authority to the Cabinet Member for Finance and Property, in consultation with the Director of Finance, to write to the club to outline requirements relating to the net zero carbon plan, a clear and detailed set of proposals and details of the restrictive covenants set out in (c) above.**

106/23 TIME FOR CHANGE: IMPROVING EDUCATIONAL OPPORTUNITY FOR ALL OXFORDSHIRE'S CHILDREN AND YOUNG PEOPLE - A REPORT BY THE OXFORDSHIRE EDUCATION COMMISSION (TO FOLLOW)

(Agenda Item. 9)

Cabinet considered a report from the independently-chaired Oxfordshire Education Commission which had been established in Autumn 2022 to consider how the Council, collectively with all state-funded schools, other education settings, and partners including children and families, could plan to sustain improving outcomes for all Oxfordshire children.

Gail Tolley, the independent Chair of the Commission, presented the report. She introduced other members of the Commission who were present at the meeting and summarised the background to the findings of the Commission's work which had led to the recommendations before the Cabinet. There had been extensive engagement with children, young people, parents, schools and community organisations in the County which had provided valuable evidence along with various data insights and

information on performance. The Commission had identified a need for incremental change and collaborative working to achieve excellent outcomes for Oxfordshire's children and young people.

The Executive Director (People, Transformation and Performance) thanked Gail Tolley and commission members for their work and reiterated the need for the recommendations to be incorporated with other areas for improvement including SEND.

Councillor Liz Brighthouse, Cabinet Member for Children, Education and Young People's Services responded to the report and expressed support for the need to step up to the challenges facing the Council and for an action plan to be put in place to monitor progress on improvements.

During discussion, members commented on:-

- the disparity of outcomes for children from different backgrounds and communities in the County
- the need for positive action to be taken in response to the Commission's findings
- evidence that children performed better when they walked or cycled through green spaces to school
- the importance of early years child development in the context of health and wellbeing

Councillor Brighthouse moved and Councillor Enright seconded the recommendations and they were approved.

RESOLVED to note the report of the Oxfordshire Education Commission.

107/23 REPORT FINDINGS BY THE LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN (LGSCO)

(Agenda Item. 8)

Cabinet received a report on the findings of a case investigated by the Local Government & Social Care Ombudsman concerning the the Special Educational Needs & Disabilities (SEND) Service.

Councillor Liz Brighthouse, Cabinet Member for Children, Education and Young People's Services introduced the report and offered the Council's sincere apologies to those involved in this case. She referred to the measures the Council needed to take to improve the SEND service.

The Executive Director (People, Transformation and Performance) explained the background to the case and outlined the steps being taken to realise improvements to services provided by the Children's Services Directorate.

He explained details of the considerable performance improvements that had been made during the past year.

During discussion, members made the following points:-

- Improvements to systems and processes involved in SEND cases should be prioritised.
- The importance of work with partners, particularly those in the health sector, in delivering an improved SEND service

Councillor Brighthouse moved and Councillor Sudbury seconded the recommendations and they were approved.

RESOLVED to:

- a) **note the findings of the Ombudsman's investigation;**
- b) **note the procedures when consulting for new education placements for children with Education, Health, and Care plans; and to**
- c) **consider whether additional actions are presently needed to improve the timely completion of Education, Health, and Care plans.**

108/23 REPORTS FROM SCRUTINY COMMITTEES

(Agenda Item. 10)

Councillor Kieron Mallon, on behalf of Councillor Eddie Reeves, Chair of the Performance and Corporate Services Overview and Scrutiny Committee, presented the reports and recommendations on:-

LGA Peer Review on Comms
Consultation and Engagement Strategy
Business Transformation Programme
EDI Strategy and Action Plan
Workforce Strategy
Workforce Report and Data Q4 2022/23

Cabinet received the reports and will respond in due course.

109/23 BUSINESS MANAGEMENT & MONITORING REPORT - JULY 2023

(Agenda Item. 11)

Cabinet had before it a report on the July 2023 performance, risk, and finance position for the council.

Councillor Calum Miller, Cabinet Member for Finance, presented the report and referred, in particular, the current position on performance indicators and the projected financial outturn. He also referred to the demands and inflationary pressures facing the local government sector as a whole.

During discussion, members commented on the financial pressures in particular service departments and the budget reductions which would be required in future years' budgets.

Councillor Miller moved and Councillor Enright seconded the recommendations and they were approved.

RESOLVED to :-

- a) note the report and annexes.**
- b) approve the virement in Annex B-2a.**
- c) note the use of £0.5m one – off funding (over the next two years) held in the COVID-19 reserve to further extend capacity needed within the Complaints and Freedom of Information (FOI) team within the Customer Service Centre.**

110/23 CAPITAL PROGRAMME APPROVALS - SEPTEMBER 2023

(Agenda Item. 12)

Cabinet had before it a report setting out requests for changes to the Capital Programme requiring Cabinet approval that will be incorporated into the agreed programme and included in the next quarterly update to the Capital Programme in October 2023.

Councillor Miller, Cabinet Member for Finance, introduced the report and answered a number of questions.

RESOLVED to:

- a) approve the release of the £1m approved budget to complete Stage 0 of the Didcot Central Corridors South and Vale Programme.**
- b) approve the release of £1.55m to progress with Stage 1 of the expanded Zero Emission Zone scheme and to approve the forward funding of £0.55m from the Budget Priority Reserve.**
- c) approve a budget increase of £1.495m to a revised budget of £6.99m for Benson Relief Road to enable implementation of construction work, funded from additional S106 contributions and Growth Deal Funding and to forward fund the scheme in advance of secured S106 contributions.**
- d) agree a revised budget of £24.1m to the A44 Corridor Improvements between and including Peartree to Cassington Road roundabout, an additional £4.1m funded from Growth Deal as detailed in paragraph 13.**
- e) agree the inclusion of £0.95m for a programme of works into the Capital Programme, to upgrade two Gypsy and Traveller sites (utility buildings), funded from the agreed capital proposals (February 2023) in earmarked reserves.**

111/23 PAN-REGIONAL PARTNERSHIP FOR THE OXFORD-CAMBRIDGE AREA

(Agenda Item. 13)

Cabinet had before it a report providing additional information on the pan-regional partnership for the Oxford to Cambridge area which had been proposed by local authorities and other regional partners, with support from the Secretary of State for Levelling Up, Housing and Communities.

Councillor Liz Leffman, Leader of the Council, presented the report and referred to the priorities of the new partnership relating to the environment and sustainable development which aligned with the strategic objectives of the County Council.

During discussion, members commented on the merits of joining the partnership, the role it will have in influencing policy and decision-making and the question of representation from the County Council.

Councillor Leffman moved and Councillor Enright seconded the recommendations and they were approved.

RESOLVED, 5 voting in favour and 3 against, to confirm that the County Council will be a participant in the pan-regional partnership for the Oxford to Cambridge area.

112/23 PROPOSAL TO DISPOSE OF REWLEY ROAD SITE

(Agenda Item. 16)

Cabinet considered a report on proposals for the disposal of the Rewley Road site in Oxford and the implications for the Property and Asset Strategy agreed by Cabinet in November 2022 which set out the council's long-term vision for its estate along with a set of objectives aligned with delivering the council's strategic plan priorities. This included a road map for Oxford city centre accommodation and the rationalisation of office and operational accommodation across the county.

Councillor Calum Miller, Cabinet Member for Finance, introduced the report. He explained the reasons for the proposed disposal and referred, in particular, to the implications of the proposals for the fire station located on the site.

Councillor Miller moved and Councillor Gregory seconded the recommendations and they were approved.

RESOLVED to:-

a) agree to the disposal of the Rewley Road site, as set out in exempt Annex 1, subject to negotiating and agreeing final heads of terms.

b) delegate authority to the Director of Finance, in consultation with the Cabinet Member for Finance and Property, to negotiate and agree the final heads of terms which will be substantially in accordance with the details set out in exempt Annex 1.

c) delegate authority to the Director of Finance, in consultation with the Head of Legal and Deputy Monitoring Officer, to conclude negotiations and complete all necessary legal documentation and any other steps necessary to implement the scheme as set out in the report.

113/23 OXFORDSHIRE COUNTY COUNCIL FIRE & RESCUE SERVICE PROPERTY AND EMERGENCY RESPONSE STRATEGY FOR OXFORD CITY AND CARTERTON.

(Agenda Item. 17)

Cabinet had before it a report on the proposed Property and Emergency Response Strategy for Oxford City and Carterton which had been developed to support the redevelopment of Rewley Road fire station (as set out in the proposal to dispose of Rewley Road agenda item), the renovation of Slade Park Fire Station, an offsite training facility in the Oxford and the new build of a fire station and training facility at Carterton. The strategy set out the County Council's approach to the redevelopment of its fire stations and training facilities in Oxford and Carterton.

Councillor Kate Gregory, Cabinet Member for Community Services and Safety, introduced the report and explained the objectives of the strategy and the benefits that would be realised for the Fire Service.

During discussion, a member referred to the dependency relating to parking by Fire Service staff and the implications for any future parking schemes in the city centre. The Executive Director (People, Transformation and Performance) assured members that the intention was that this dependency would not impact on any parking schemes in Oxford.

RESOLVED to approve the Property and Emergency Response Strategy for Oxford City and Carterton as set out in the report.

114/23 HOUSEHOLD WASTE RECYCLING CENTRE STRATEGY 2023 - 2043

(Agenda Item. 14)

Cabinet had before it a report on the proposed Household Waste Recycling Centre (HWRC) Strategy which had been developed to deliver the Council's obligations under the overarching Oxfordshire Resources and Waste Partnership (ORWP) Waste Strategy and to set out the Council's vision to improve the way it manages the infrastructure and services offered at the Council's household waste sites.

Councillor Pete Sudbury, Cabinet Member for Climate Change Delivery and Environment, introduced the report. The Director of Planning, Environment and Climate Change and the Waste Strategy Manager explained the objectives of the strategy and answered a number of questions.

Councillor Sudbury moved and Councillor Enright seconded the recommendations, and they were approved.

RESOLVED to approve the Household Waste Recycling Centre Strategy 2023-2043 as set out in the report.

115/23 LOCAL AGGREGATE ASSESSMENT FOR 2022

(Agenda Item. 15)

Cabinet had before it a report on the annual Local Aggregates Assessment (LAA) which set the level of mineral provision for the County Council as the Minerals Planning Authority, to ensure an appropriate supply for Sand and Gravel and Crushed Rock.

Councillor Pete Sudbury, Cabinet Member for Climate Change and Delivery, introduced the report. The Principal Planner explained the background to the report and the factors taken into account to ensure the Council met its obligations in order to meet the requirements of the National Planning Policy Framework.

A member commented that the Council would benefit from the same level of reporting on other utilities.

Councillor Sudbury moved and Councillor Enright seconded the recommendations, and they were approved.

RESOLVED to:-

- a) approve the Local Aggregate Assessment presented in Annex 2;**
- b) authorise the Corporate Director of Environment and Place in consultation with the Cabinet Member for Climate Change Delivery and Environment to review and publish Oxfordshire's Recycled and Secondary Aggregate findings for 2022 once complete;**
- c) authorise the Corporate Director of Environment and Place in consultation with the Cabinet Member for Climate Change Delivery and Environment to make any revisions and publish the Oxfordshire Local Aggregate Assessment for the calendar year 2022 on the Council website.**

116/23 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 18)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

RESOLVED: to note the items currently identified for forthcoming meetings.

.....in the Chair

Date of signing

Divisions Affected – St. Clement's & Cowley Marsh, Iffley Fields & St. Mary's

CABINET

17 October 2023

OXFORD: East Oxford Low Traffic Neighbourhoods (LTNs) – Traffic Regulation Order (TRO)

Report by Bill Cotton, Corporate Director Environment & Place

RECOMMENDATION

The Cabinet is RECOMMENDED to:

- (a) Approve the Traffic Regulation Orders (TROs) for the three East Oxford Low Traffic Neighbourhood (LTN) areas:**
 - (i) Divinity Road**
 - (ii) St. Clement's**
 - (iii) St. Mary's**

Officers are working on measures to mitigate the impacts of general congestion on bus services prior to the trial traffic filters being implemented in late 2024, with a package of measures that are due to be implemented during 2023 and 2024, city-wide. However, whilst the measures being considered are hoped to assist appreciably, they are not likely to fully mitigate bus service delays in the short term. Nevertheless, officers consider that it is essential that the associated measures are implemented. Therefore, Cabinet is recommended to:

- (b) Subject to the approval of (a) above, approve the replacement of the bollards in Divinity Road, James Street and Magdalen Road with automatic number plate recognition (ANPR) cameras.**
- (c) Subject to approval of (b) above, approve exemptions for emergency services, waste and postal vehicles, taxi and private hire vehicles through the restrictions enforced by ANPR on Divinity Road, James Street and Magdalen Road. The use of ANPR and/or exemptions will be reviewed prior to/during the trial of the traffic filters.**

- (d) **Subject to the approval of (a) above, approve the introduction of bollards and/or planters at the junction of Jeune Street and St. Clement's, and make Jeune Street two-way south of the restriction.**
- (e) **Subject to the approval of (a) above, relocate the residential parking bay in Marston Street.**
- (f) **Subject to the approval of (a) above, move the filter location on Bullingdon Road to the southwest to a point to the east of the junction with Hurst Street.**
- (g) **Approve the investigation of measures to improve public transport journey times and adequately resource the interventions.**

This report presents cabinet with a consideration of alternative options as well as the above officer recommendation to reflect the complexity of this project.

Executive Summary

1. Low traffic neighbourhoods (LTNs) are areas where motorised traffic is prevented from taking shortcuts through a residential area.
2. LTNs are part of the county council's local transport and connectivity plan (LTCP) and are intended to make residential streets safer and more comfortable for walking, wheeling, and cycling. Recent studies have shown that they can be a key policy tool for cutting reliance on cars.
3. As part of the Central Oxfordshire Travel Plan (COTP), LTNs are designed to work together with other measures to reduce congestion and improve air quality, and are a key policy designed to increase the use of sustainable modes of transport, as informed by the Oxford local cycling and walking infrastructure plan (LCWIP).
4. LTNs are also in line with the county council's priorities to take action to tackle the climate emergency and cut carbon emissions, prioritise the health and well-being of residents and invest in an inclusive, integrated, and sustainable transport network that is rebalanced in favour of pedestrians, cyclists, and public transport users.
5. The east Oxford LTNs are being trialled in three areas, Divinity Road, St. Clement's and St. Mary's. These locations were chosen as priority areas as monitoring showed high volumes of through traffic and indicating lower levels of cycling (as identified in the LCWIP for east Oxford).
6. Following engagement and consultation between March and June 2021, approval was given to implement the east Oxford LTNs in December 2021 using an Experimental Traffic Regulation Order (ETRO). The works, which consist of

installing planters, bollards, waiting restrictions and signs, were completed in May 2022. A six-month consultation ran from May to November 2022, to cover the first six months of the trial.

7. The trial of the east Oxford LTNs has been significantly impacted by frequent vandalism to the infrastructure. In particular, the removal of, and damage to, bollards, especially to the plastic bollards and damage to locking mechanisms and sockets, as well as removal of signage.
8. This has meant that for significant periods of the trial the full set of filters has not been in place and traffic has continued to pass freely through the restrictions irrespective of signage. Since the wooden bollards were installed, the vandalism has decreased significantly but there have still been incidents where bollards have been removed or damaged. Motor vehicles then use the roads as through routes again.
9. Following stakeholder engagement and internal review the county council proposed some amendments to the ETRO and promoted a Traffic Regulation Order (TRO) in June 2023 to enable the amendments to be made if the scheme was made permanent. A second six-week consultation ran in June 2023 to ask for people's views on proposed changes to the LTNs and for feedback on their impact since new bollards were introduced in March 2023.
10. The ongoing vandalism has made it extremely difficult to obtain reliable monitoring data to compare traffic levels, air quality, and travel modes with, and without, the restrictions. In addition, in some cases the only data available for the pre-implementation situation is from 2021, when travel habits were still impacted by the COVID-19 pandemic. Therefore, whilst efforts have been made where possible to adjust for external impacts, it is difficult to directly compare changing habits and vehicle volumes etc. for before and after installation. It has also meant that it has not been possible to tangibly achieve the full benefits of the project.
11. Despite this, the traffic monitoring data gathered shows improved air quality and decreased traffic within the east Oxford LTNs. While not fully conclusive, some locations show increases in walking and cycling, and others show decreases. These LTNs are therefore contributing to achieving the county council's policies.
12. However, it is also recognised that the LTNs have created disbenefits for some, including longer and more unpredictable journey times for less mobile individuals who cannot easily achieve modal shift away from a car, certain trades and professions, and (combined with other factors) public transport. Bus journey times have been particularly negatively affected, but there is evidence that this situation began to improve during the trial period. Communities outside the immediate area of the scheme haven't benefitted as much as those within LTN areas and have experienced inconvenience. However, they have benefitted from an improved walking and cycling network.
13. When assessing surrounding roads, the traffic volumes overall are still slightly higher (though some locations outside the LTNs have experienced reductions

in traffic) and air quality is slightly worse (although, for all but one location, still within the legal limit). However, the trend is improving and will continue to be monitored if the trial is made permanent.

14. The county council has consulted three times in three years on the east Oxford LTNs. Results from county council-run consultations show that more people oppose than support the east Oxford LTNs. However, rates of support tend to be higher among residents within LTN areas, and some independently run surveys show higher levels of support. Consultations are opportunities for feedback but are not referendums on issues. There are often limits on how representative of a whole community they can be.
15. Given the monitoring and evaluation findings show that the LTNs are beginning to contribute to wider county council policy aims, it is recommended that the consultation findings be taken alongside other data as well as compliance with adopted policy when cabinet makes their decision.
16. The current Experimental Traffic Regulation Orders (ETRO) covering the east Oxford LTNs come to an end in November 2023.
17. This paper presents an officer recommendation and alternative options considered to reflect the complexity of the decision required.

Background

18. Oxfordshire County Council approved an ETRO to trial LTNs in three areas of east Oxford in December 2021. The three LTN areas collectively known as the east Oxford LTNs, are:
 - Divinity Road
 - St. Clement's
 - St. Mary's.
19. The east Oxford LTNs were implemented on an experimental basis in May 2022 for an 18-month trial period ending in November 2023. The LTNs were initially funded from the government's Active Travel Tranche 2 programme allocation to the county council. Prior to the implementation of the ETRO, a public consultation on the proposals was run in 2021, using a series of workshops, engagement activities and a survey in June 2021. A CMD meeting approved the implementation of the ETRO in December 2021 following some supplementary engagement and resulting changes.
20. Closure points were initially introduced using a mixture of planters and/or plastic 'passive' bollards (droppable or over-runnable for quick emergency services access). Installation was completed and a six-month public consultation to gather views on the experimental trial opened on 20 May, closing on 30 November 2022.

21. During the first ten months of the trial the operation of the east Oxford LTNs was significantly impacted by vandalism and theft. In particular, the removal of, and damage to, plastic bollards, and damage to locking mechanisms and sockets. This has meant that for significant periods of the trial the full set of filters has not been in place, and some of the LTNs have continued to be used as through routes by motor vehicles.
22. In March 2023, wooden bollards were installed (in response to the level of vandalism), and the vandalism has decreased, resulting in a decrease in the number of motor vehicle traffic movements within the LTNs. This has also reduced the conflict within LTN areas between certain road users and residents. Therefore, a more reliable understanding of both the positive and negative impacts of the LTNs has only been ascertained over the last six-months (March to August 2023). As a direct result of the continued removal of bollards and use of the roads by motor vehicle through traffic it has not been possible to fully evaluate the longer-term impacts of the scheme as expected throughout an 18-month ETRO.
23. After reviewing the east Oxford LTNs, and engaging with stakeholders, the county council proposed to make the following changes to them – should they be made permanent at the end of their trial – through a statutory consultation which ran between 5 June until 20 July 2023:
 - (a) Bollards to be removed and replaced with Automatic Number Plate Recognition (ANPR) camera(s) to enforce the traffic restrictions at:
 - (i) Divinity Road, St. Clement's area LTN
 - (ii) James Street, St. Mary's area LTN
 - (iii) Magdalen Road, St. Mary's area LTN.
 - (b) Jeune Street - new LTN filter proposed. Introduction of bollards and/or planters at the junction with St. Clement's Street. Jeune Street to be made two-way south of the restriction.
 - (c) Marston Street - relocation of the residential parking bay located to the south of the business entrance to outside number 47 Marston Street.
 - (d) Bullingdon Road - move existing restriction along Bullingdon Road to the southwest, to a point east of the junction with Hurst Street.
24. Drawings illustrating the trial east Oxford LTNs are given in Annex 1, and drawings showing proposed revisions to Bullingdon Road and Marston Street are given in Annex 2.

ANPR Sites

25. The ANPR sites proposed were selected following stakeholder engagement including extensive liaison with the emergency services, internal reviews, and site visits. Consideration was given to the impact on the objectives of LTNs, including the aim to reduce through traffic on residential streets.

26. The use of ANPR at certain locations would allow for greater flexibility in managing the highway network. It would make it easier to increase police vehicle patrols as needed and to offer practicably quicker re-routing during unforeseen and/or emergency situations. ANPR would therefore enable competing demands on the network from emergency or unforeseen situations to be balanced until the trial traffic filters can be implemented. The traffic filter trial has been delayed because of the Oxford rail station redevelopment and the associated Botley Road roadworks. Enforcement would include the automatic issuing of penalty charge notices (PCNs/fines) to non-exempt vehicles travelling through the closure points.
27. Following the six-week TRO consultation and other stakeholder engagement, it is recommended that emergency service, public waste and postal service vehicles would be exempt from restrictions at the three ANPR locations and would be permitted to pass through the filters. Taxis and private hire vehicles are considered as part of the public transport network (as per the adopted Local Transport and Connectivity Plan) and so would also be exempt from restrictions at these locations. This will also assist those with disabilities as people with disabilities are more reliant on taxis than those without. The county council will investigate how health providers might also be accommodated at the ANPR sites.
28. There is concern from local residents within LTN areas that the implementation of ANPR with certain exemptions will lead to an unacceptable increase in traffic on residential streets. Whilst the county council recognises that this will lead to an increase of traffic on current 'LTN' levels, it feels that it is required to help mitigate the impact of the LTNs on certain road users. Although data directly related to the streets in question is not available, data from the Cowley LTN ANPR sites suggests that it would not lead to an unacceptable increase in traffic but would alleviate concerns of some key stakeholders. Indeed, traffic on some LTN streets has decreased by more than 80% (on Divinity Road this has decreased from approximately 7,000 vehicles per day to 1,000).
29. Therefore, the introduction of ANPR with certain exemptions is not likely to affect the nature of the LTNs significantly and traffic levels are still expected to be within thresholds for "most people" to feel comfortable walking and cycling as per Local Transport Note 1/20 guidance. If approved, the situation will be monitored carefully and reviewed when the trial traffic filters are implemented. It is felt this is an appropriate compromise to ensure that residents in LTN areas continue to benefit from lower traffic.

Jeune Street

30. Following the implementation of the trial east Oxford LTNs, Jeune Street has experienced a significant increase in traffic flows. Monitoring has shown that there has been an average 44% increase in daily traffic flows. The situation is much worse in the peak periods with increases of 80% and 63% in morning and evening peaks respectively. This has included an increase in larger vehicles.

31. Jeune Street is currently one way. There are numerous anecdotal reports of vehicles using the route in the wrong direction and site visits that confirm that there are frequent contraventions of the banned right turn at the St. Clement's end of the street. It is therefore proposed that an LTN traffic restriction is introduced in Jeune Street to mitigate the unintended consequences of through traffic and contraventions to traffic regulations.

Marston Street

32. Through consultation and engagement, issues with large vehicles being unable to access the businesses and organisations at a site on Marston Street has been identified. The site access is located between numbers 53 and 55 Marston Street. When the single parking bay on the northeast side of the street, near the site entrance, is occupied, turning movements into the site are restricted. It is therefore proposed to move the parking bay to a location outside number 47 Marston Street.

Bullington Road

33. There is currently an LTN traffic restriction on Bullington Road just to the west of the junction with St. Mary's Road. There have been numerous issues associated with vehicles making U-turns at this location. Whilst this was more of an issue during periods of unprecedented vandalism (road users taking the chance the bollard would not be in place) the issue is still acute for immediate residential properties. The solutions considered have included re-arranging car parking bays and relocating the cycle parking. However, it is thought that the best solution is to move the Bullington Road restriction to the west to a location just to the east of the junction with Hurst Street.

St. Clement's Bus Lane

34. The new St. Clement's bus lane was implemented during August 2023 to reduce delays to westbound buses. It is too early to fully understand the impact, but small changes will be made where necessary to maximise its benefits. Other measures may be required to enhance the route for buses once longer-term monitoring data has been collected and analysed. Its implementation seems to have assisted cyclists.

Additional Measures to Improve Bus Journey Times

35. Several other bus journey time improvement measures are being developed for implementation in the next six to nine months. They are designed to reduce bus journey times in the city, in advance of the implementation of the traffic filter trial and during the Network Rail works requiring the closure of Botley Road. They include:
- Roll-out of traffic signal bus priority at key junctions, with 14 sites already live and others to follow
 - Adjustments to the road layout on Cowley Road, near Tesco, to remove several pinch-points for buses (subject to local consultation)

- Removal of on-street parking on the narrow section of Hollow Way (subject to local consultation)
 - Potential trial of temporary peak-time only traffic signals at or near The Plain to help regulate flows
 - Measures to help buses exit the Churchill hospital at peak times (subject to Oxford University Hospitals' agreement)
 - School streets to help reduce school run traffic (subject to local consultation)
 - Minor changes to parking and loading where this delays buses (subject to local consultation)
 - Rearrangement of bus priority on the Woodstock Road (subject to local consultation).
36. It is likely that these investigations and any associated implementation will need to be fast-tracked even if the east Oxford LTNs are not made permanent. This will mean that staff resources and funding will need to be allocated to accelerate these projects.

The TRO Process

37. If the Cabinet decides to make the east Oxford LTNs permanent, then a TRO would have to be in place to enable implementation. Therefore, a TRO including the possible changes was published in June 2023. The implementation of the TRO is still solely dependent on the decision made at this Cabinet. A six-week consultation ran to gather feedback on the TRO proposals. A 'snapshot' monitoring and evaluation of the trial was also published.

Options

38. The east Oxford LTNs have generated a high level of interest and feedback, not without controversy. The decision to be reached by Cabinet is uniquely complex, and not a straightforward one to make. This report presents the Cabinet with a consideration of alternative options as well as an officer recommendation.
39. All of the three options below will require on-going staff resources and budget to implement and, in options 1 and 2, maintain the LTNs. A discussion of resources required for each option is given later in this paper. The Options are as follows:

Option 1 – Make trial LTNs permanent immediately

40. The east Oxford LTNs would be made permanent by approving the TRO which was subject to a six-week consultation in June 2023. If Cabinet opt for option 1 then a series of other measures would also need to be considered for implementation. These are:

- The implementation of ANPR cameras at Divinity Road, James Street and Magdalen Road to enforce the restrictions instead of using bollards/planters.
 - Vehicle exemptions through the filters enforced by ANPR cameras. Emergency services vehicles, taxis and private hire, waste and postal vehicles.
 - Inclusion of Jeune Street into the St. Clement's LTN area, and alterations to the LTN closure point in Marston Street and Bullingdon Road.
 - Local measures to improve traffic flow and improve bus journey times. For example, investigation of temporary traffic signals at The Plain roundabout.
41. Should ANPR and associated exemptions be approved at the three east Oxford sites, the county council will also need to investigate how health providers might be accommodated.
 42. Other reported issues would also need to be investigated, for example, reports of frequent contravention of the one-way restriction on Rectory Road and the request from Morrell Avenue residents to be included within the east Oxford LTNs. However, further monitoring, and investigation, of these issues is required prior to recommending solutions.
 43. Should option 1 be approved, then works on street would be required to make the LTNs permanent. For example, the removal of redundant, illuminated signposts and the removal of line markings on road surfaces.

Option 2 – Make the LTNs permanent with delayed implementation

44. This option involves approving the TRO but delaying implementation until the proposed trial traffic filters in the city are implemented. The trial traffic filters will be implemented once Network Rail's works to upgrade Oxford rail station (where they affect Botley Road access) have been completed. The trial traffic filters are provisionally expected in autumn 2024.
45. It is possible that once the traffic filters are installed, then the form of enforcing LTN filters could be reviewed. For example, it could be possible for many, if not all, to be enforced by bollards instead of locations with ANPR and/or wider exemptions. Further work will be required to assess this need. It should be noted that four of the east Oxford LTN filter points are required for the start of the trial traffic filters expected in autumn 2024.
46. Should option 2 be approved, the LTNs would be removed and then reinstalled later. This would involve removing the traffic restrictions and some of the LTN infrastructure. All vehicular traffic would temporarily be able to pass through the streets as before the LTNs were installed. This would result in a significant increase of traffic levels on residential streets in the short term. The county council would investigate retaining some of the measures, for example the contra-flow cycle lane in Howard Street. It is likely that bollards would be removed, but planters retained where they provide traffic calming effects.

Option 3 – Reject the TRO

47. This option involves the rejection of the TRO and the removal of the east Oxford LTN infrastructure and through-traffic restrictions when the ETRO lapses in November 2023. Alterations to one-way and two-way working in streets would revert to the pre-trial LTN situation. However, as in option 2 the county council would consider retaining some of the measures where they provide benefit, for example, the contra-flow cycle lane in Howard Street

Monitoring and Evaluation

48. A two-stage monitoring and evaluation exercise has been undertaken. The first stage comprised the preparation of a Snapshot Report in June 2023 to accompany the TRO consultation. The second stage was a full evaluation prepared over the summer of 2023 to support the making of the Cabinet decision.
49. Due to the significant amount of vandalism to the LTN infrastructure, the LTNs can only really be considered to have been (mostly) fully in place and operating as intended since March 2023. It should be noted that this has impacted significantly on both stages of the evaluation. Ideally, a longer monitoring and evaluation period would be more beneficial but, due to vandalism and theft, this has not been possible. However, the experimental period is governed by the maximum 18-month trial period as set-out in the Road Traffic Regulation Act 1984 (as amended). A decision is therefore required by the end of the statutory period. Despite the shortened evaluation timescales, the data collected since March shows that people are beginning to change modes and bus journey times are improving compared to earlier months of the trial.

Snapshot Report

50. A Snapshot report (Annex 7) was prepared and published alongside the TRO in June 2023. This gave a partial evaluation of the impacts of the LTNs on a range of transport modes. For example, walking, cycling, traffic levels and air quality indicators. A first indication of hypothetical (simulated) impact on emergency services response times was also given. The timing indication was based on South Central Ambulance Service's (SCAS) modelled data using Optima Predict and did not use actual, 'real-life' data.
51. As a 'snapshot' it was not a full evaluation so did not cover all aspects in detail, for example on bus journey times as this data was not available at the time. The snapshot report was published to give respondents to the six-week TRO consultation as much information as was available at that time to help inform their responses.

52. In summary, the Snapshot report indicated that:

- overall, traffic levels within the east Oxford LTNs have decreased significantly, in line with the objective of the scheme
- cycling has seen some modest increases in some locations within the LTNs
- pedestrian movement within the LTNs shows decreases in some streets and increases in others.
- the impact on boundary roads is mixed, some roads have experienced increases in traffic, others, decreases in traffic.
- There has been variable levels of improvement in air quality with the LTNs and increases in pollutant levels along the boundary roads. Only one location has exceeded the legal limit (this location exceeded the limit with higher recorded levels in 2019 than in 2022)

Full Evaluation Report

53. Following the publication of the Snapshot report, a comprehensive monitoring and evaluation report (Annex 8) was prepared over the summer of 2023. It provides an evaluation of the effects of the east Oxford LTNs since their implementation on 20 May 2022. It updates and supersedes the Snapshot Report.

54. The following are presented in the report:

- Sensor-derived traffic volume changes by mode (car, pedestrian, cycle, LGV, HGV and motorcycle) for both within LTNs, and along the boundary roads immediately surrounding them, using data from:
 - VivaCity sensors
 - Automatic traffic count (ATC) surveys
 - CCTV surveys
 - Telraam sensors
 - Automatic cycle counters (ACC)
- Journey time analysis for the boundary roads and key feeder roads for vehicular traffic, including a specific analysis for bus journey times.
- The air quality analysis from Oxford City Council for Nitrogen Dioxide (NO₂) both within the LTNs and on the boundary roads, including roads bounding the Cowley LTNs. This was used to consider whether the east Oxford LTNs have had any influence on air quality on roads immediately surrounding the Cowley LTNs.
- The impact on emergency services response times, based on SCAS modelled data using Optima Predict. It is not based on actual response time data.

- Safety data, based on collision statistics within and surrounding the LTN areas.
55. The report indicates that overall, traffic levels within the LTNs have decreased significantly, in line with the objectives of the scheme. A notable exception within the LTNs is Jeune Street, a one-way road with no traffic filter, which has seen sizable percentage increases in traffic.
 56. Cycling has seen mixed changes, with movements across St. Mary's LTN between Iffley and Cowley Roads experiencing large percentage increases, particularly on Magdalen Road, whilst movements through St. Mary's LTN in- or out-bound from The Plain roundabout have decreased.
 57. Pedestrian movement within the LTNs is also a mixed picture, with some streets showing decreases and others increases in flows. The locations where there are increases are near potential trip attractors, which could be an explanation for this variation.
 58. In general, the impact has not been consistent across modes of transport, with some roads measured experiencing greater increases or reductions respectively than others.
 59. In addition, motorcycle traffic has also generally increased within LTN roads. Since motorcycles are not physically precluded entry at LTN filter locations they can circumvent the restrictions.
 60. In terms of the impact on the boundary roads immediately surrounding the LTNs, the picture is mixed. Some areas are experiencing higher traffic levels post-implementation compared to immediately pre-implementation, whilst other areas have seen reductions in traffic. Note that annual average daily traffic in Oxford in 2023 is still some 16% below 2019 levels overall. However, overall traffic levels across the city are quite similar in 2022 and 2023, suggesting some stabilisation of traffic levels. However, levels were lower in 2021, compared to 2022 and 2023.
 61. Morrell Avenue has seen a modest increase in traffic, whilst along the Cowley and Iffley Roads the impact on traffic volumes has been different at either end of each road. In both instances, prior to the introduction of the LTNs (during the period between November 2021 and May 2022) the sensors further away from the city centre recorded significantly higher traffic volumes than those closer to the city. After the introduction of the LTNs in May 2022 the gap in volume has closed (completely in the case of Cowley Road and significantly for Iffley Road), due to large increases in traffic near The Plain roundabout, and sizeable decreases in traffic at locations further from the city centre.
 62. Unlike the other key boundary roads on the approach to The Plain roundabout, at St. Clement's Street, the number of cars reduced. However, journey time data shows that the most significant delays experienced at any location in the vicinity are along this stretch of road, concentrated in the afternoon-peak and

evening-peak periods. It is likely that the delays are being caused by difficulty entering the roundabout from St. Clement's Street due to traffic from Cowley Road, Iffley Road and Magdalen Bridge having priority. The journey time and bus runtime delays are significantly greater in the in-bound direction. Whilst general journey time reliability worsened by 71% towards The Plain, out-bound journey times experienced a small, 10%, improvement in reliability overall. However, St. Clement's Street and some other locations still experience additional delays in journey times in the out-bound direction in some instances.

63. Where journey times have improved, it tends to be in locations away from The Plain roundabout, and in the mid-section of the route. Of all boundary roads, Iffley Road has experienced the most journey time improvements along the section between Donnington Bridge Road and Church Cowley Road. However, in the in-bound direction, when journey times are aggregated along this road, there is still an overall delay, which is particularly marked in the AM-peak period.
64. Bus runtimes tend to follow the same pattern as overall journey times, but with some differences. For example, in the out-bound direction, several stops along the Cowley Road, in the section between Howard Street and Between Towns Road, experience significant delays in the PM-peak period not mirrored in the journey time analysis. Otherwise, the pattern is very similar, with greatest bus runtime delays in the in-bound direction along St. Clement's Street (afternoon- and PM- peaks). Analysis from March 2023 on St Clement's Street indicates that although there are still delays for buses, these have improved since November 2022.
65. Generally, there has been a reduction in walking along boundary roads, with only one location (Iffley Road, near Donnington Bridge Road) experiencing increases. However, there is a generally positive picture with respect to cycling. All boundary roads show increases in cycling, in some cases significant percentage increases. Morrell Avenue shows the largest percentage increases in cycling levels (51%) of the boundary roads.
66. The air quality analysis generally matches the traffic evaluation, with variable levels of improvement in air quality within the LTNs themselves alongside an increase in pollutant levels along the boundary roads immediately surrounding east Oxford LTNs. Only one location has exceeded the legal limit – on St. Clement's Street, at The Plain. Levels also exceeded the limit in 2019 at this site and the 2019 levels were higher than the levels recorded in 2022. A further two sites in the immediate vicinity of the LTNs are at, or above, the local target for Nitrogen Dioxide (NO₂) levels. These sites are St. Clement's Street near the junction with Alma Lane, and Hollow Way. All locations showed lower NO₂ levels in 2022 than in 2019, where data was available for comparison.
67. The effect of the east Oxford LTN traffic restrictions on emergency services has been considered using response time delay modelling (simulation) from South Central Ambulance Service (SCAS). This provides a simulation of impacts, not the actual delays experienced. The response time delays from the east Oxford LTNs traffic restrictions are compared to a baseline without them.

68. The initial modelling assumed that ambulances would re-route to avoid all east Oxford and Cowley LTN closure points. Subsequent modelling was undertaken to assess the mitigatory impact of replacing bollards at six locations within the two LTN areas with automatic numberplate recognition cameras (ANPR). Delay times were modelled against different response categories (categorised by level of urgency).
69. Initial modelling (without ANPR) indicated delays of 45 seconds within the east Oxford LTN area in the most urgent Category 1 (life threatening). This was reduced to a seven second delay for this area and category when ANPR is introduced in the model. At the Oxfordshire-wide level, a four second delay without ANPR becomes a one second delay with ANPR in Category 1. Hypothetical modelling was also undertaken to assess the impact of congestion on the response times. When the surrounding roads had speeds reduced to 70% of historic speeds (based on data from 2019), the modelled delay was a five second delay for Category 1 across the Oxfordshire area. In reality, the journey times and speed impacts vary considerably depending on routes and times of day, with some locations and times experiencing improvements, so this five second delay is unlikely to be the reality of the situation.
70. Road safety analysis was undertaken to assess changes in collision statistics. The analysis showed that there is little change between the baseline period and post-implementation. However, due to the low numbers of incidents, the analysis over a single year post-implementation is not statistically significant and only indicative.
71. Overall, looking at the most significant findings, the effects of the LTNs are mixed. There are some positive impacts such as reduced car use within the LTNs and on some sections of the boundary roads, with associated air quality improvements within the LTNs, plus increased cycling on the boundary routes. When aggregating the data between the boundary roads and LTNs, where data sources are compatible, there is a clear overall increase in cycling of over 20% and an overall reduction in car movements of more than 10%.
72. However, there are also negative impacts such as bus journey time delays. Evaluation suggests that the negative results seem to stem from the funnelling of traffic along the Iffley and Cowley Roads and onto The Plain roundabout. This, in turn, puts additional pressure on The Plain, historically a congested area, which acts as a bottleneck adding to congestion on the approaches, particularly on St. Clement's Street. As a result, journey times increase in the direction towards the city (by up to 290%), reducing reliability and creating delays for bus services. However, analysis of March 2023 data shows an improving trend in runtimes on routes leading into St. Clement's Street towards The Plain. Air pollution levels at The Plain have also worsened accordingly, in an area already problematic for air quality, although still an improvement compared to 2019.
73. Should the LTNs remain in place in order to maintain the beneficial effects, then the associated challenges also outlined require mitigation. Over time, modal

shift away from widespread, default reliance on single occupancy cars, potentially through the implementation of the trial traffic filters and other schemes, may lead to wider improvements. However, a short-term and joined-up solution should be investigated to mitigate the impact on bus services in particular. An acceleration of proposals already in place to tackle bus journey time delays in the area through the Bus Services Improvement Partnership (BSIP), could go some way towards achieving this mitigation, building on works already implemented in London Place and St. Clement's Street. It should be noted that the bus journey time data analysis periods pre-date these works, and further monitoring should be undertaken to assess their efficacy in improving runtimes for buses.

74. In addition, the use of ANPR for traffic restriction enforcement in place of hard closures at three locations in the east Oxford LTNs and three additional locations in the Cowley LTNs serves to mitigate the emergency service delays to a large degree and would therefore be recommended. This could also be beneficial for other groups of road users such as taxis – seen as an important part of the public transport network. This is particularly relevant for those who do not have access to car and those with mobility issues. However, this does not overcome the key problem identified above in relation to the network in general. There is a need to address the level of traffic on a constrained road network by prioritising more space efficient, healthier and cleaner forms of transport.
75. Additionally, behavioural research should be undertaken to understand the reasons for the variation of active travel increase between different locations. The connection with trip attractors might indicate that extra measures might be needed to achieve the policy objectives. Further research should also be undertaken to review the road safety, use of space, social and health implications, including mental health, of the east Oxford LTNs, over a longer time period.
76. In summary, against the three key objectives of the LTNs: to reduce traffic in the LTNs, increase uptake of active travel and improve air quality in the area, evidence collected as part of the full monitoring and evaluation exercise suggests that the LTNs have:
 - reduced car use within the LTNs themselves and enabled an overall reduction in car traffic in the area of over 10% (based on aggregating data across compatible sensor types), but with the negative effect of increasing traffic in some locations elsewhere
 - increased uptake of cycling outside the LTN areas and across the LTN areas (e.g. between Iffley and Cowley Roads) but not through them (in the direction to, or from, The Plain roundabout), with an overall cycling increase of over 20% (based on aggregating data across compatible sensors); walking indicates little to no change overall

- improved air quality within LTN streets, but with the negative effect of worsening air quality in the surrounding locations (although improved air quality compared to 2019 data).

Consultations

77. Prior to the implementation of the ETRO, a public consultation on the proposals was run in 2021, using a series of workshops, engagement activities and a survey in June 2021. Generally, the majority of residents supported the idea of implementing the east Oxford LTNs, but there were significant objections from those outside the area and local businesses. Further engagement was undertaken to address specific issues that had been identified. This resulted in some changes to the proposals which included:
 - reducing the length of the two-way section in Howard Street, and providing a contraflow cycle lane
 - relocating filters on Howard Street and Barnet Street
 - redesigning the filter on Magdalen Road.
78. The recommendation to implement the proposals under an ETRO was approved in December 2021.
79. Whilst the ETRO has been in place, the county council has run two formal consultations for the east Oxford LTNs:
 - (a) Six-month consultation running from 20 May to 30 November 2022 for the ETRO. The consultation analysis report is in Annex 3.
 - (b) Six-week consultation running from 5 June to 20 July for the proposed TRO. The report giving the analysis from this consultation is shown in Annex 5.
80. In addition to these consultations, the county council continues to regularly engage with local partners, such as the emergency services, transport operators, health service providers and local business groups. The feedback from this engagement, as well as the results of the ongoing technical work, informed the proposed changes to the LTNs.

Consultation for the ETRO

81. The consultation period for the ETRO ran from 20 May until 30 November 2022, with key stakeholders and the public invited to respond. The online survey was posted on the county council's consultation website Let's Talk Oxfordshire. The survey was promoted by:
 - letter to c.12,000 residences and businesses within and slightly outside the east Oxford LTN area.

- placing a notice of the consultation within the county council's regular travel bulletin and in the 'Your Oxfordshire' newsletter.
 - providing two press releases, on 18 and 25 May 2022. There was also wider, third-party coverage through local media channels.
 - posting on social media.
 - emailing stakeholder contacts in May 2022.
82. A total of 3,938 responses were received, comprising 3,843 online responses and 95 paper copies. Officers reviewed the feedback, and all the responses were analysed by an independent company.
83. The survey received both positive and negative feedback. Overall, these responses gave the following results, shown in Table 1:

Table 1 – Overall Percentages of Support/Object/Neutral

Location	Object	Neutral	Support	Don't Know / No opinion
Divinity Road	59%	3%	34%	4%
St. Clement's	61%	3%	32%	4%
St. Mary's	59%	3%	33%	5%

84. Those providing positive feedback (c.33% of respondents) identified several benefits, including:
- Improved access for cyclists and pedestrians
 - Improved safety for cyclists and pedestrians
 - Reductions in noise and air pollution from traffic
 - A stronger sense of community and being more likely to use local shops
 - Better pedestrian and cycling links
 - More use of cycling, walking and public transport.
85. Roughly 60% of all the respondents raised issues and concerns, including:
- Access to essential locations, such as schools, work and hospitals
 - Critical access for emergency vehicles
 - Impacts on caring and other access for families, the elderly, and people with disabilities
 - LTNs displacing traffic to other (boundary roads) and increasing pollution on them, safety impacts due to increased traffic
 - Increase in travel times and associated fuel costs when making journeys by car
 - Negative impacts on people's wellbeing and mental health due to stressful journeys.

Email correspondence

86. In addition to the feedback received via the questionnaire, the county council also received 269 letters or emails with comments relating to the proposals. These responses were not included in the analysis of the survey, as the feedback included more general overviews. In summary, the email responses comprised:
- 121 expressing support for the east Oxford LTNs.
 - 138 expressing opposition to the east Oxford LTNs.
 - 10 which were neutral.
87. The themes from email responses from those who supported the LTNs were:
- General expression of support
 - Reduction in traffic
 - Feeling safer because of slower or lower traffic flows
 - Area is quieter
 - Able to change some travel behaviours
 - Air feels fresher
 - A greater sense of community.
88. The key concerns were:
- Concern about congestion on main roads.
 - Concerns about local businesses.
 - Concerns about access for emergency services and care givers.
 - Mobility issues for those who are physically incapable or disabled.
 - Increase in cost, travel time, congestion and pollution.
89. The email correspondence received is given in Annex 4.

Consultation for the TRO

90. The second formal consultation related to the publication of the TRO. This six-week consultation period ran from 5 June until 20 July 2023, again with key stakeholders and the public invited to respond. The online survey was posted on the county council's consultation website Let's Talk Oxfordshire. The TRO proposals were publicised with letters to addresses in the east Oxford LTNs areas, notices in local press, information on the county council website and social media, and in the city's libraries.
91. Responses were received through survey answers, direct correspondence to officers, and feedback provided to local county councillors. In addition to the 2,130 survey responses received (2,086 online and 44 paper responses) a further 139 submissions were received by email. The analysis of all the responses was undertaken by an independent company.

Travel habits post LTNs

92. Respondents were firstly asked whether the trial LTNs had led to a change in travel habits. Around 25% said they had increased their cycling or walking habits, and a similar proportion had decreased their car use (27%). Despite this, the main response for each travel mode listed in the question was that the trial LTNs had not caused the respondent to change their habits.
93. The survey received feedback from a broad range of respondent types. Businesses and other organisations (faith, education etc.) were significantly more likely to say their car use, as a driver or a passenger, had increased than individuals; whereas individuals were significantly more likely to say their cycling had increased.
94. Respondents' views on each of the LTNs appear to be linked to whether use of a mode of transport had increased or decreased since the beginning of the trial. If a respondent rated each of the LTNs positively, they were significantly less likely to have increased their use of the car, as a driver or a passenger, but more likely to have increased their frequency of walking or cycling. Similarly, those who tended to drive said they were driving more. It should be noted that trip frequency increased generally from 2021 to 2022/23 due to habits returning to normal post-pandemic, but overall, car traffic has reduced.
95. Most additional comments mentioned having to drive further/having to make detours/ travelling being more difficult during the LTNs trial.

Views on the experimental east Oxford LTN areas

96. Throughout the survey, individuals were significantly more likely to have positive views on all the LTNs in east Oxford and the proposed changes than businesses, faith, education and charitable organisations. These organisations had significantly more negative views than individuals.

Divinity Road LTN area

97. 52% of all respondents had negative views on the Divinity Road LTN area. 39% of respondents had positive views. Overall, the most frequent theme from respondents' answers was that the area had become safer/more pleasant for cyclists and pedestrians, closely followed by it being quieter.

St. Clement's LTN area

98. 54% of all respondents had negative views on the St. Clement's LTN area. 34% of respondents had positive views. The most frequent theme from respondents' answers was that the LTN will or had already resulted in increased traffic and congestion and that the plan will / has increased pollution/worsened air quality, closely followed by increased journey times and costs.

St. Mary's LTN area

99. 50% of all respondents had negative views on the St. Mary's LTN area in east Oxford. 36% of respondents had positive views. The most frequent theme from respondents' answers was that the LTN will or had already resulted in increased

traffic and congestion and that the plan will / has increased journey times and costs.

Views on the 14 individual traffic filters

100. Respondents were asked whether they wanted to comment on each of the 14 individual traffic filters. The main comments are shown in Table 2 for each filter below:

Table 2 - Views on LTN Traffic Filters

Location	Top responses(s)
DR1 Divinity Road	Disagree with / can't see the benefits / remove it
DR2 Southfield Road	Disagree with / can't see the benefits / remove it
SC1 Rectory Road	Plan will / has increased traffic and congestion
SC2 Princes Road	Disagree with proposal(s) / can't see the benefits / remove them
SM1 Circus Street	Plan will / has increased traffic and congestion
SM2 Temple Street	Disagree with proposal(s) / can't see the benefits / remove them
SM3 Stockmore Street	Disagree with proposal(s) / can't see the benefits / remove them
SM4 Marston Street	Plan will / has increased traffic and congestion Too much risk / remove them Plan will / has increased pollution / worsen air quality
SM5 James Street	Disagree with proposal(s) / can't see the benefits / remove them
SM6 Bullingdon Road	Get rid of LTNs / No benefit from them
SM7 Leopold Street	Disagree with proposal(s) / can't see the benefits / remove them
SM8 Magdalen Road	Should be removed/LTNs should be removed
SM9 Barnet Street and SM10 Howard Street	Disagree with proposal(s) / can't see the benefit

101. Not all comments were negative, the highest mentioned positive comments for each proposal are shown in Table 3 below:

Table 3 – Positive Comments on LTN Filters

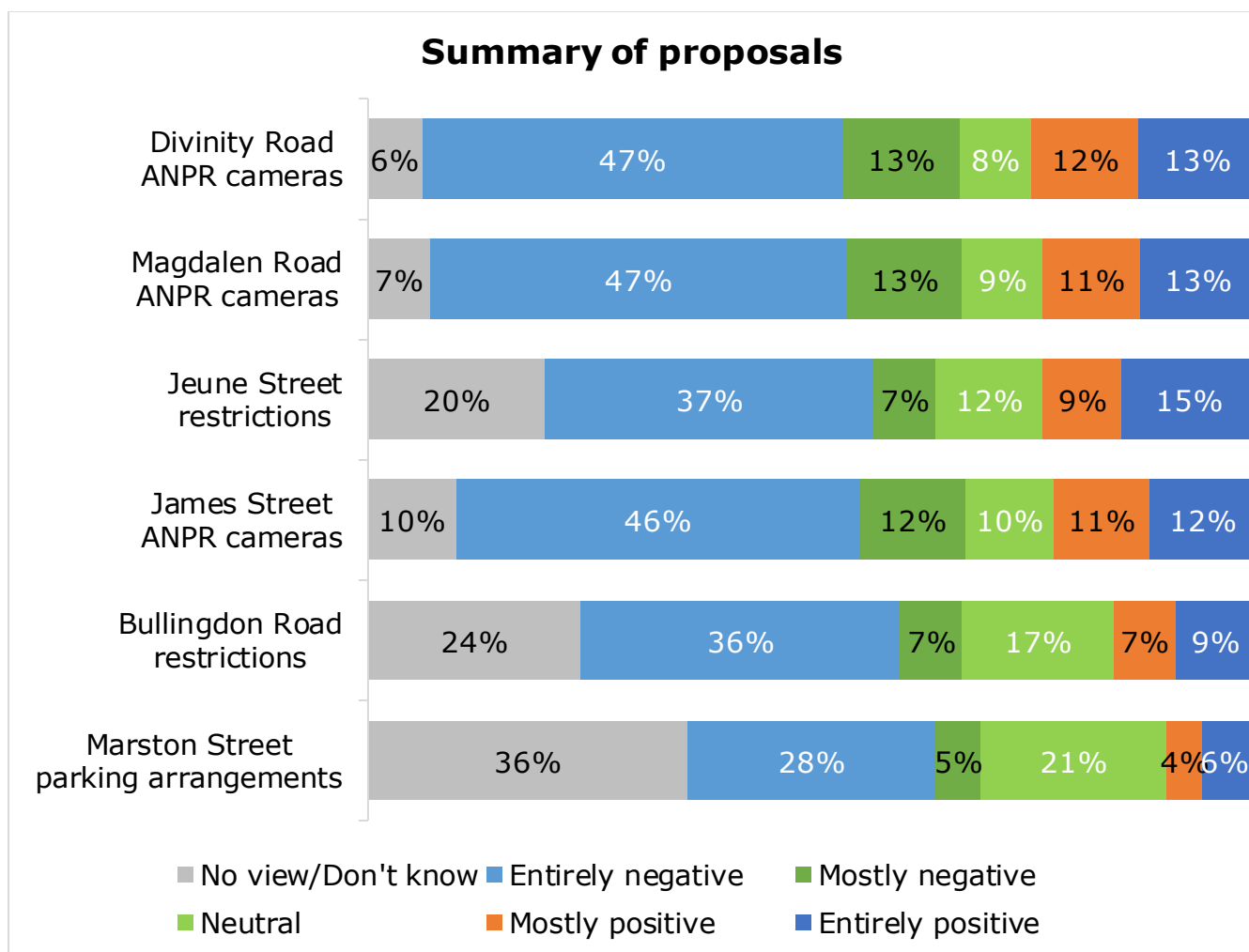
Location	Top positive responses(s)
-----------------	----------------------------------

DR1 Divinity Road	Fully support / can see benefits / keep them permanently
DR2 Southfield Road	Support / agree with / can see the benefits
SC1 Rectory Road	Safer / more pleasant for cyclists and pedestrians
SC2 Princes Road	Support/ agree with / can see the benefits
SM1 Circus Street	Support / agree with / can see the benefits
SM2 Temple Street	Support / agree with / can see the benefits
SM3 Stockmore Street	Agree with proposals / can see the benefits/ keep them
SM4 Marston Street	A one-way system should be implemented / is preferable
SM5 James Street	Support / agree with / can see the benefits
SM6 Bullingdon Road	Support / agree with / can see the benefits
SM7 Leopold Street	Support / agree with / can see the benefits
SM8 Magdalen Road	A one-way system should be implemented/is preferable
SM9 Barnet Street and SM10 Howard Street	Support / agree with / can see the benefits

Views on the proposed changes to the experimental east Oxford LTN areas

102. A summary of the views on the proposed changes is shown in the chart below. The Divinity Road ANPR cameras proposal received the most positive views (25%), but also the most negative views (60%), along with the Magdalen Road ANPR cameras proposal (60%). There were higher 'neutral' and 'no view' / 'don't know' scores for the Marston Street parking arrangements proposal.

Figure 1: Summary of proposals. (All responding n=various)



103. The high proportion of negative responses to the ANPR proposals was unsurprising. Those generally not in support of the principle of LTNs will not support any method of LTN enforcement. Those generally in favour of LTNs will commonly want to keep the traffic as low as possible so are more likely object to anything that may increase traffic, even slightly. However, ANPR does provide benefits for emergency services and other key road users, by releasing pressure on the network at key points, and so should be a consideration if the east Oxford LTNs are made permanent.
104. Businesses and other organisations were significantly more negative than individuals towards all proposals, feeling their businesses would be adversely affected by the introduction of the proposed changes. Residents living elsewhere in east Oxford were significantly more negative than residents living or running a business within each of the three LTN areas, due to the impact of travel into and around Oxford.
105. A petition was received from the Divinity Road Residents Association (DRARA). The key issue highlighted was an objection to the introduction of ANPR at the three sites. DRARA's view is that there would be too many vehicles using the

LTN roads if motor vehicles, in particular, if taxis and private hire vehicles are given an exemption. Thereby making the street more dangerous for cyclists.

106. C.O.L.T.A, the trade organisation representing black cab firms, expressed its desire for the Hackney Carriage trade to be given access through the three ANPR camera sites in the east Oxford area.

Divinity Road ANPR cameras

107. 61% of respondents had negative views of the proposed ANPR cameras for the Divinity Road filter in east Oxford. 25% of respondents had positive views. The most frequent theme from respondents' answers was concerned that the ANPR cameras would be ignored/abused or vandalised, or generally disagreed with the proposals to install ANPR cameras. Positively, respondents said that it was better for emergency services.

Magdalen Road ANPR cameras

108. 60% of respondents had negative views on the proposed ANPR cameras for the Magdalen Road filter in east Oxford. 24% of respondents had positive views. The most frequent theme from respondents' answers was that exemptions were needed for certain groups, e.g., emergency services, residents, closely followed by general disagreements with the proposal.

James Street ANPR cameras

109. 58% of respondents had negative views on the proposed ANPR cameras for the James Street filter, 23% of respondents had positive views. The most frequent theme from respondents' answers was a broad disagreement for the proposal; however, the second most popular view was showing general support for the proposal. This view was held by less than 50% of respondents.

Bullington Road restrictions

110. 43% of respondents had negative views on the proposed moving of the restrictions on Bullington Road in east Oxford. 16% of respondents had positive views. The most frequent theme from respondents' answers was general disagreement for the moving of the restrictions on Bullington Road; more wide-ranging comments were provided, but by fewer respondents.

Marston Street parking arrangements

111. 33% of respondents had negative views on the proposed change to the parking arrangements on Marston Street in east Oxford. Only 10% of respondents had positive views. 21% were neutral and over one third didn't have a view or answered 'don't know'. The most frequent theme from respondents' answers was a general disagreement with the proposed change to parking in Marston Street, but fewer respondents commented on this than for other proposals.

Jeune Street restrictions

112. 44% of respondents had negative views on the proposal to place a traffic restriction (bollards and / or planters) at the St. Clement's Street end of Jeune Street in east Oxford and make Jeune Street two-way south of the restriction. 24% of respondents had positive views. The most frequent theme from respondents' answers was a general disagreement, with a slightly lower proportion seeing the benefits of the proposal / supporting it.
113. The introduction of ANPR cameras is in response to requests from the emergency services, as ANPR is seen as best practice for ease of emergency access. It also mitigates against some of the resulting impacts on public transport of increased congestion by releasing pressure on the local network. ANPR cameras are a short-term measure designed to help resolve a short-term issue until the trial traffic filters are implemented. The trial was expected to be in place by now if the Botley Road had not been closed for the redevelopment of Oxford train station. The trial traffic filters are expected to further contribute towards a reduction in private car use and a move towards active, shared and public transport.
114. Some respondents commented that they felt that the introduction of ANPR would be used as a surveillance tool and a revenue raising mechanism. These suggestions are without foundation, as if that was the case, then the county council would have proposed to introduce ANPR at all LTN filter locations. The proposed three sites were chosen in consultation with the emergency services.
115. It should be noted that the proposal to replace some physical closures with automatic number plate recognition (ANPR) cameras generated comments from respondents across multiple questions, even if ANPR was not relevant to that question. This indicates that ANPR currently generates strong sentiment across the spectrum of opinion on LTNs.
116. For some respondents, their support for ANPR was dependent on who would receive an exemption. If an organisation they wanted to be exempt was made exempt, they would support, and if not, they would oppose. For others, their support was dependent on ANPR catching those who were circumventing the physical closures, such as mopeds.
117. Some respondents were sceptical that ANPR enforcement would work at all and felt it would undermine the benefits the LTN physical enforcement was bringing. The county council received a petition to this effect from a residents' association which expressed particular concern about taxis being made exempt.
118. There were concerns about ANPR being part of excessive surveillance or a wider plan to restrict freedom of movement. Some people felt ANPR would be used to inappropriately gather money through fines.
119. This suggests that if the east Oxford LTNs are made permanent there may be a need to focus on how ANPR is communicated about by the county council and be alert to any misinformation that may develop around the use of the cameras.

Email correspondence

120. In addition to the feedback received from questionnaire returns, 139 emails and letters were received with comments about the proposals. 103 were from individuals and 36 from stakeholders. These responses were not included in the questionnaire survey analysis as the feedback they contained was more general overviews on the plans or supplementary feedback to completed survey responses.
121. There were 73 email responses falling into the “neutral” category, the majority being from members of the public (53), three were from businesses or organisations, six were from councillors and three were from interest groups. The content of these were mainly requests for a paper / email survey, issues with the survey itself, and general comments about the LTNs that are in place, e.g., missing, or vandalised bollards, locked / unlocked locations, which are not included here.
122. There were 21 emails fitting the “support” category, mainly from members of the public (19), one from a councillor and one from an interest group. Some of these emails were also reporting damage to current fixtures.
123. There were 25 emails falling into the “oppose” category. Sixteen were from members of the public and six were from businesses; other categories were councillors (two) and one school. Two of the businesses and the school sent lengthier submissions in the form of letters attached to emails. These are summarised in the independently commissioned report.
124. There were 19 responses supporting or opposing one part of the scheme. Mainly support for the LTNs, and opposition to ANPR cameras or taxis being allowed access or not.

Responses from stakeholders

125. Stagecoach and Go Ahead/Oxford Bus Company. The organisations’ letter evidenced longer journey times and reduced passenger numbers due to the LTNs. Overall support was voiced for the principle behind the LTN strategy, but they don’t feel that it’s achieving its goal. Alternative proposals from them included more bus lanes, and parking and / or loading restrictions.
126. C.O.L.T.A expressed its desire for the Hackney Carriage trade to be given access through roads marked for the ANPR cameras on the three roads in the east Oxford area.
127. Magdalen College School. The school’s letter said that the schemes currently in place were causing disruption to bus travel and resulting in significantly longer journeys. This was causing problems with their partnership work within the community as long journeys meant that pupils didn’t get back in time for the end of the school day. They also affected physical activity because the LTNs prevented timely travel to sporting facilities on the outskirts of the city. Safety

of cycling had been impacted in a negative way due to increased traffic numbers. Also, staff had seen commuting time increase, with little or no better alternative to driving being evident.

128. Oxford Brookes University. The University's response supported the strategies and policies to help improve the environment around Oxford. However, they raised concerns about slower bus journeys and increased traffic congestion since the LTNs were introduced, which seemed to be resulting in the city being a less desirable place for people to visit, live and work (including current and prospective university employees deciding not to work there). Increased traffic had made it dangerous for more sustainable forms of transport (e.g., cyclists, e-scooters, walkers). Alternatives to the physical LTNs were supporting the recommendations of the emergency services for ANPR technology.
129. Thames Valley Police. The response detailed that east Oxford's low traffic neighbourhoods had placed considerable burden on the force, including from criminal activity, assaults, and protests, along with general complaints from members of the public to their contact centre. They would like to see ANPR camera technology deployed at all locations rather than physical restrictions to allow them to uninterrupted response to call outs.
130. Oxfordshire Fire & Rescue Service. OFRS provided a general comment continuing to support the use of ANPR cameras to allow the negotiation of LTN sites.
131. South Central Ambulance Service (SCAS). SCAS said they were happy to support the project, given the potential health and wellbeing benefits. They valued ongoing engagement and regular meetings with Oxfordshire County Council and relevant councillors. They also went on to show support for the introduction of ANPR cameras as it allows unobstructed movements around Oxford city, whilst still supporting the concept of LTNs.
132. Midcounties Co-operative. Again, the letter supports the proposed trial traffic filters, but the organisation voiced concern that they need to be balanced with the impact on shopping behaviours and people's livelihoods. They go on to say the filters implemented have had a measurable negative impact on sales and profitability because of significant traffic congestion negatively affecting local businesses.
133. In addition, there are over 500 supporters of a petition on Change.org – "Do not dismantle our LTNs!" calling on Oxfordshire County Council and Cabinet Member for Highway Management Andrew Gant to: "leave the timber bollards in place to protect all age groups (including children) who cycle, scoot, use mobility scooters and walk through our neighbourhoods" and "reject any proposal to open up the LTNs to further motor vehicles, such as taxis". They don't think there is a reason to compromise. They believe that the LTNs are working fine and will work even better once the city-wide bus gates are introduced. They believe that ANPR barriers will not feel as safe as a physical barrier.

Officer response

134. LTNs remain one part of a wider set of policies designed to rebalance the local transport system in favour of pedestrians, cyclists and shared and public transport users.
135. With the traffic filters expected to be trialled from the end of 2024, vehicle traffic is expected to reduce within the Oxford ring road and more road space will be available for pedestrians, cyclists and shared and public transport vehicles.
136. While the monitoring and evaluation findings indicate an increase in traffic volume on some routes, there is also encouraging evidence that people are changing their travel habits either by adopting active or shared travel or rerouting as they approach the city centre. Considering the impact of vandalism, more time is likely to be needed for these changes to become further embedded. In addition, the county council has received numerous testimonials from residents about the many benefits of LTNs they have experienced since their introduction. These have included safer streets, especially for children and more active travel and healthy lifestyles. This support for LTNs and the benefits they bring needs to be considered in the context of the short-term compromises that may be required.
137. The county council is aware of the tough trading times for businesses across the county and country and that there will be many factors that contribute towards this. As part of consultation and engagement, east Oxford businesses have specifically shared their views on the impact of the LTNs on their trade with some businesses experiencing a reduction in trading of up to 40%. Some businesses have said that they may need to leave the local area and find premises that have higher accessibility by car. Although it should be noted that all areas are still accessible by car, albeit potentially by a longer route.
138. The Oxford City Council Retail and Leisure Study 2017 found that less than 4% of visitors to the Cowley Road travelled by car, whereas over 60% travelled by foot, 21% by bus and 13% by bicycle. The same study highlighted congestion (26.9% of respondents) as the most disliked feature of the Cowley Road. Therefore, congestion has been seen as a constant feature of the Cowley Road. It is likely that reductions in trading are due to a number of interlinked factors, such as the change in shopping habits due to the COVID-19 pandemic and the cost-of-living crisis, and not solely linked to the introduction of the LTNs.
139. It is appreciated that some businesses suffer more from the lack of car borne traffic than others especially those that deal with large or specialist goods. However, a continued rise in traffic volume and congestion is also not beneficial to business and not sustainable in the longer term.
140. The county council is investigating and implementing a range of enhancements to improve operating conditions for buses. This should benefit school bus services as well as commercial services in Oxford. The county council will

continue to work with schools to help them reduce car trips to their sites and increase active travel modes.

141. The county council has engaged, and will continue to engage, with a wide range of stakeholders. The local LTN mitigations are proposed in response to these discussions and the consultation results.
142. The inclusion of proposals for ANPR at three sites in east Oxford in the TRO is in response to feedback from the emergency services to improve their operations. ANPR is considered the most effective method of providing emergency service access through the LTNs. It is proposed that taxi and private hire vehicles are given exemptions as they considered part of the public transport system in Oxfordshire, as per the Local Transport and Connectivity Plan.
143. The very localised interventions proposed at Marston Street and Bullingdon Road have been investigated in response to feedback from stakeholders. They will have a very limited impact on the LTNs, and their operation. However, there will be beneficial effects on residential and business frontages if they are approved.
144. In summary, the county council recognises and acknowledges that there are both benefits and disbenefits to the east Oxford LTNs. As part of the officer recommendation to make them permanent, mitigations to reduce congestion (more widely) for bus passengers and other users are seen as essential.
145. The needs of residents within LTN streets must be balanced with the needs of the travelling public. The traffic filters will help rebalance this approach in future. Both the Cowley and east Oxford LTNs provide quiet routes for cyclists; they were planned together for this reason. If the county council does not provide for active travel, then congestion will not be reduced in the long term, and the associated health benefits will not be realised.

Comparison of Sentiment between 2022 ETRO and 2023 TRO Surveys

146. LTNs and other traffic measures continue to be a contentious issue for the county council. When comparing sentiment across all three county council-run consultations it appears there has been a slight increase in positive sentiment and slight decrease in negative sentiment over time. However, broadly the findings remain the same, that more people oppose than support. This long-running “noise” around the project may have led to a response bias over time, especially with the six-month ETRO survey. Likert scales often used to measure sentiment can also illicit very negative or very positive answers.
147. Rates of support tend to be higher among residents within LTN areas, although they are not generally the largest proportion of respondents to county council-run surveys.

148. Two independent surveys have shown a higher support level for LTNs, with a 2022 YouGov poll among Oxford residents showing that 56% of respondents supported LTNs, while 29% opposed them. The total sample size was 249 adults, and the figures were weighted and considered representative of all adults aged 18+ in Great Britain.
149. A separate survey was run by the Divinity Road Area Residents Association in early 2021. The survey asked 446 residents for their views on trialling an LTN in their area and 90% of residents across all streets were in support or neutral.
150. Consultation feedback forms one part of the data that is presented to cabinet. Reports outlining the 2022 and 2023 consultation findings have been produced by independent research companies and should be considered alongside other feedback, the wide-ranging monitoring and evaluation data and alignment with policy.
151. Significance testing has been applied at the 95% confidence level to determine whether the differences observed between surveys are statistically significant. Any significant differences are signified by letters at the side of each percentage, e.g., in the Divinity Road LTN area, positive views are significantly higher in the pre-installation consultation (2021) and TRO (2023) than in ETRO (2022), signified by the letter ^b next to the higher percentages, and negative views are significantly higher in ETRO (2022) than pre-installation consultation (2021) and TRO (2023), signified by the letters ^{a,c} next to the highest percentage in Table 4 below.

Table 4 - Comparison of Sentiment – Three Surveys (2021, 2022 and 2023)

	Pre-installation consultation (2021)	ETRO (2022)	TRO (2023)
	SDNPA2017 report (oxfordshire.gov.uk) 2,010 responses	3,938 responses	2,130 responses
	(a)	(b)	(c)
Divinity Road LTN area	NET: Positive 39% ^b NET: Negative 52% Base: 1,958	NET: Positive 34% NET: Negative 59% ^{a,c} Base: 3,907	NET: Positive 39% ^b NET: Negative 52% Base: 2,122

St Clement's	NET: Positive 39% ^{b,c} NET: Negative 52% Base: 1,905	NET: Positive 32% NET: Negative 61% ^{a,c} Base: 3,893	NET: Positive 34% NET: Negative 54% Base: 2,116
St Mary's	NET: Positive 39% ^b NET: Negative 55% Base: 1,924	NET: Positive 33% NET: Negative 59% ^{a,c} Base: 3,890	NET: Positive 36% ^b NET: Negative 50% Base: 2,108
		Filters were not analysed in the same way (qualitative not quantitative question asked)	
Divinity Road ANPR	Questions not asked during consultation.	Questions not asked during consultation.	NET: Positive 25% NET: Negative 60% Base: 2,043
Magdalen Road ANPR			NET: Positive 24% NET: Negative 60% Base: 2,023
James Street ANPR			NET: Positive 23% NET: Negative 58% Base: 2,012
Bullington Road movement of restrictions			NET: Positive 16% NET: Negative 43% Base: 1,993
Marston Street parking			NET: Positive 10% NET: Negative 33% Base: 1,989
Jeune Street filter and two way			NET: Positive 24% NET: Negative 44% Base: 1,994

Sentiment towards LTN areas and proposed improvement from all respondents. Note: these findings are not exactly comparable due to the differences in surveys.

County council Policies, Priorities and Plans

152. The implementation of the east Oxford LTNs would contribute to the county council's priorities, in particular the priorities highlighted below:
- Put action to address the climate emergency at the heart of our work.
 - Tackle inequalities in Oxfordshire.
 - Prioritise the health and wellbeing of residents.
 - Invest in an inclusive, integrated and sustainable transport network.
 - Create opportunities for children and young people to reach their full potential.

Local Transport and Connectivity Plan (LTCP)

153. LTNs are part of the county council's Local Transport and Connectivity Plan and are intended to make residential streets feel safer and more comfortable for walking, wheeling, and cycling. They are designed to work together with other measures to reduce congestion and improve air quality.
154. This section sets out how the recommendations from this report support the county council's LTCP vision and key themes, and what they are likely to mean for the county council's adopted LTCP targets.
155. The vision contained within the county council's Local Transport and Connectivity Plan is:

"Our Local Transport and Connectivity Plan vision is for an inclusive and safe net-zero Oxfordshire transport system that enables all parts of the county to thrive. It will tackle inequality, be better for health, wellbeing and social inclusivity and have zero road fatalities or life-changing injuries. It will also enhance our natural and historic environment and enable the county to be one of the world's leading innovation economies. Our plan sets out to achieve this by reducing the need to travel and private car use through making walking, cycling, public and shared transport the natural first choice."

156. The LTCP also sets out the county council's transport user hierarchy:

"Policy 1 – We will develop, assess and prioritise transport schemes, development proposals and policies according to the following transport user hierarchy:

- *Walking and wheeling (including running, mobility aids, wheelchairs and mobility scooters)*
- *Cycling and riding (bicycles, non-standard cycles, e-bikes, cargo bikes, e-scooters and horse riding)*
- *Public transport (bus, scheduled coach, rail and taxis)*
- *Motorcycles*

- *Shared vehicles (car clubs and carpooling)*
- *Other motorised modes (cars, vans and lorries)”*

157. The county council’s priority is to develop a more balanced transport system and encourage more walking, cycling, public and shared transport use. Private cars will still play a role in Oxfordshire’s future transport network and our plans include trying to prioritise essential journeys made by cars. Rebalancing the transport network in favour of pedestrians, cyclists, and public transport users aims to keep more vulnerable road users safe and is a key objective of our LTCP and the east Oxford LTNs are beginning to contribute to this objective. Oxford’s road-space is limited and if nothing is done, congestion will continue to worsen.
158. It should also be noted that the road user hierarchy clearly demonstrates that the county council considers taxis to be part of the public transport system in Oxfordshire.

Table 5 – Assessment of Option 1 against LTCP Vision and Themes

	Option 1 Approve LTNs as proposed in the TRO
Vision	The LTNs support the vision by reducing private car use. Immediate and ongoing effect.
Themes	
Environment Outcome: Sustainable communities that are resilient to climate change, enhance the natural and historic environment, improve biodiversity, reduce greenhouse gas emissions and are supported by our net-zero transport network.	The LTNs support the environment outcome by helping to achieve a net-zero transport network. Immediate and ongoing effect.
Health Outcome: Improved health and wellbeing and reduced health inequalities, enabled through active and healthy lifestyles, improved road safety and inclusive communities.	The LTNs support the health outcome. LTNs encourage active travel modes and improved road safety. Immediate and ongoing effect.
Healthy place shaping Outcome: Sustainable, well designed, thriving communities where healthy behaviours are the norm and which provide a sense of belonging, identity and community.	LTNs support the healthy place shaping outcome by promoting healthy behaviours, and a sense of local community rather than streets seen as just for the passage of traffic. Immediate and ongoing effect.
Inclusivity Outcome: Barriers to access are removed and all communities are supported by our inclusive transport system to play a full role in society and have independence, choice and control.	Alongside other key policies, removing traffic on some streets enabling people to feel safer.

By 2030: • Replace or remove 1 out of every 4 current car trips in Oxfordshire • Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week • Reduce road fatalities or serious injuries by 50%	The LTNs support the achievement of the 2030 targets, by reducing car trips, encouraging the use of sustainable modes, and making residential streets safer. Immediate effect.
By 2040: • Deliver a net-zero transport network • Replace or remove an additional 1 out of 3 car trips in Oxfordshire	The LTNs support the achievement of the 2040 targets by reducing car trips and encouraging the use of sustainable modes. Immediate effect.
By 2050: • Deliver a transport network that contributes to a climate positive future • Have zero, or as close as possible, road fatalities or serious injuries	The LTNs support the achievement of the 2050 targets, by reducing car trips, encouraging the use of sustainable modes, and making residential streets safer. Immediate effect.

The Central Oxfordshire Travel Plan

159. In September 2023, the county council published its final Central Oxfordshire Travel Plan (COTP) which will look at options to free up limited road space where buses are fast, affordable and reliable and where people can walk and cycle in pleasant and safe environments whilst at the same time reducing high polluting individual car journeys. LTNs are part of a much wider strategy in achieving these goals.
160. In March 2020, the county council approved the Oxford Local Cycling Walking Infrastructure Plan (LCWIP). This sets out an ambition to increase cycling in Oxford by 50% by 2031. The Oxford LCWIP includes LTNs as one of its eight core policies to promote cycling and walking.
161. LTNs are therefore a key policy to increase use of sustainable modes of transport in Oxfordshire, and are designed to support:
- promoting a healthy liveable society, addressing health inequalities and obesity levels in Oxfordshire
 - improving air quality
 - creating an inclusive, active and sustainable travel network
 - providing safer streets for children and young people
162. The data so far suggests that the east Oxford LTNs are encouraging some people to leave their car at home and cycle, for example, in conjunction with wider measures like the Quickways cycle routes. However, sustained behaviour change takes time to embed and further investment and other interventions may be needed to increase active travel across the area.

Financial Implications

163. A broad estimate of the costs of each option has been made in Table 6 below.

Table 6 – Estimated Budget Requirements

	Option 1	Option 1A	Option 2	Option 3
	Approve LTNs No ANPR	Approve LTNs with ANPR	Approve LTNs. Delay implementation. Remove and then re-instate LTNs. No ANPR.	Removal of LTNs
Total	51,500	236,500	162,500	88,000
Contingency 20%	10,300	47,300	32,500	17,600
Total	66,800	283,800	195,000	105,600
Inflation @ 6%	0	0	11,700	0
Grand Total	66,800	283,800	206,700	105,600

Notes:

- 1 The budget required to investigate, and potentially implement, other mitigation measures, for example, for Rectory Road and Morrell Avenue is not included within this table.
- 2 The mitigation measures being considered to improve bus journey times is excluded from these costs.
- 3 Site surveys will also be required to assess the suitability of exact locations for ANPR at the three sites.
- 4 For the options where ANPR is implemented then, through time, the ANPR implementation costs, c.£60,000 per site, will be re-couped.
- 5 Any monitoring requirements would be undertaken by Transport Planning and covered by revenue funding, which is not included within this table. The impacts of the LTNs would also be picked up by the monitoring of the Traffic Filters Trial.
- 6 The figures exclude county council staff time, which should be covered by existing budgets until c. March 2024.
- 7 The figures provided are broad estimates and the final totals could be greater or less than those quoted above.

164. Although the levels of vandalism have decreased with the introduction of the wooden bollards in March 2023, it is expected that there will be a continuation of some level of vandalism to the LTN infrastructure. Whilst ANPR cameras will be, in effect, self-funding, there will be a requirement to maintain bollards and locks etc., which will require budget allocation. Revenue from Part 6 enforcement will be used to maintain the highway assets and for any continued

vandalism. Staff resources will also be required until the LTNs are handed over to Highway Maintenance.

165. The Change Request submitted and approved in June 2023 included the monies estimated to be required for the Cowley and east Oxford LTNs until November 2023. Generally, spend over the summer of 2023 has been less than anticipated. It is now expected that there will be sufficient budget to cover county council staff costs from November 2022 to the end of March 2024, as well as the budget required to maintain the LTNs, until they are handed over to Highway Maintenance. It is assumed that staff costs will continue at approximately £35,000 - £40,000 per month. This would give a total requirement of c.£160,000 for staff costs (December 2023 – end of March 2024). It is considered that this amount can be accommodated within the existing budget whilst still having funds available to maintain the LTNs and complete the tasks budgeted for in the Change Request.
166. There is no committed funding for the east Oxford or Cowley LTNs beyond c. March 2024. At that point the completed projects will be handed over to Highway Maintenance.

Comments checked by: Prem Salhan - Finance Business Partner
(Finance)

Legal Implications

167. The project has been led by Oxfordshire County Council as Highway Authority. The county council will continue to receive legal advice from the legal team in the development and implementation of the TRO(s).
168. The legislation the TRO is being progressed under the Road Traffic Regulation Act 1984 and related legislation and guidance and takes account of the Councils network management duty under the Traffic Management Act 2004.
169. Since the implementation of LTNs, the county council has been successful in its application to the Department for Transport for power to enforce certain moving traffic offences to enable authorities to manage specific problem areas through Automatic Number Plate Recognition camera enforcement (similar to bus gates). Income from fines is retained by the authority and may be spent on recouping costs of enforcement, public transport provision, highway improvement projects and environmental improvements (The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022). These powers were granted in July 2022.
170. Due to the challenges and issues highlighted through the initial implementation of the LTNs, it is considered that enforcement of the restriction and associated traffic order through camera enforcement rather than a physical restriction is required to help address some of these concerns.

171. The proposed change of enforcement from a physical restriction to camera also presents an opportunity to review and change the restriction (and associated traffic order).

Comments checked by: Jennifer Crouch, Principal Solicitor
(Legal)

Staff Implications

172. As noted in the finance section above, the LTNs programme for Cowley and east Oxford has no committed funding for officer resource from c. March 2024. It is anticipated that the LTNs will be transferred to Asset at this point.
173. Ongoing dedicated resource will be required to support the engagement and delivery process throughout implementation and beyond. Should any of the recommendations or options be approved, then additional project resources will be required. Resources will be required for the intended mitigation, for example, the ANPR implementation and bus journey time reliability proposed improvements. The latter are already planned but will need to be accelerated.
174. Experience shows that these types of transport schemes generate high levels of correspondence which requires a significant level of resource to manage. The east Oxford LTNs scheme has so far required considerable amount of officer input and this is not expected to change (including in the event that the east Oxford LTNs are removed).
175. The approval of the TRO will impact on the LTN, Communications and FOI teams in the short term and, additionally, Asset in the medium term.

Equality & Inclusion Implications

176. An Equalities Impact Assessment has been undertaken for this project (Annex 10). The findings of the assessment include:
- In particular, children, young people and women benefit from an environment which is safer to walk and cycle in.
 - Air quality has improved within the LTN areas, which benefits everyone who lives, works or passes through the LTN areas.
 - People who cannot use sustainable methods of travel, such as those with some disabilities and some older people, will have longer journey times. However, some disabled people will benefit from lower traffic levels within the LTNs and more space due to a reduction in traffic.
 - Increased journey times and travel costs for groups reliant on cars, such as some disability groups, health care workers and voluntary carers
 - Increased journey times, reducing number of visits possible for health care workers, and impact on some services

- Concerns that pupils using Special Educational Needs Transport will have longer journeys. However, SEND vehicles are able to apply for an exemption through the ANPR sites.
- Impact on funeral and burial ceremonies, particularly for those who must conclude the ceremony by dusk, with increased journey times
- Some local schools are reporting issues regarding journey times, with those travelling further afield having more difficulties using alternative modes of transport
- People on low incomes in areas of deprivation benefit from better active travel options, as the costs of owning a car has a disproportionate impact on their finances. They are also more likely to experience negative health impacts associated with car traffic.

Sustainability Implications

177. A Climate Impact Assessment has been completed for this project (Annex 9). Making the east Oxford LTNs permanent would contribute to supporting the county council's climate objectives.
178. The east Oxford LTNs form a part of the Oxford LCWIP and are consistent with Oxfordshire County Council's aim to achieve zero carbon emissions by 2050. They also support the wider central Oxfordshire transport plan (part of the Local Transport and Connectivity Plan (LTCP)) which promotes increased cycling, walking and use of public transport.
179. The east Oxford LTNs encourage the use of sustainable transport modes, and increased walking and cycling in the east Oxford area. This supports the delivery of wider transport initiatives, including the Oxford LCWIP target of increasing cycling by 50%.

Risk Management

180. Legal challenges could be made by those that strongly oppose or support the scheme. However, the scheme has gone through one informal and two statutory consultation process (ETRO and TRO) and a robust monitoring exercise has been undertaken (within the environment of unprecedented vandalism). Whilst most consultation responses are not favourable, monitoring suggests that a change in behaviours in line with corporate policies is happening. As such the aims and objectives of the scheme are beginning to be met.
181. East Oxford LTNs were implemented under the Department for Transport's (DfT) Active Travel initiative, within the Tranche 2 funding stream which had a limited budget. The project is currently funded, together with the Cowley LTNs, until the end of March 2024. Funding would need to be identified for any substantial future changes. This will be dealt with through the normal county council budget process.

182. An unprecedented level of vandalism impacted the LTN closures, including bollards and locks being damaged or stolen, putting added pressure on the maintenance budgets to replace irreparably damaged street furniture and make vandalised locations safe again. Following the implementation of the wooden bollards in March 2023, vandalism significantly reduced. Measures continue to be considered and applied to mitigate these issues and should also be considered in relation to ANPR cameras.
183. Monitoring has identified that there have been some immediate negative impacts on traffic volumes / journey times on boundary roads. However, there is evidence that travel behaviours are starting to change and impacts starting to reduce. As has been seen in other authorities' LTN implementations, behaviour change is not instantaneous and it can take several years for changes in travel habits to take effect. Engagement continues with public transport providers and mitigations are planned.
184. OCC social care, NHS and community nurses, continue to express concerns about the impacts on their services, including reduction in the number of patients they can see, delivery of medical goods/healthcare and delays. The county council continues to engage with health providers to try to find solutions to these issues. Should ANPR and associated exemptions be approved at the three east Oxford sites, the county council will investigate how health providers might be accommodated.

Comments checked by: Jennifer Crouch, Principal Solicitor
(Legal)

Bill Cotton – Corporate Director Environment & Place

Background Papers available on request are as follows: -

Annexes

Annex 1	Drawings showing the existing east Oxford LTNs.
Annex 2	Drawings showing proposed revisions to Bullingdon Road, Jeune Street and Marston Street
Annex 3	East Oxford LTN Consultation Analysis Report (Let's Talk Oxford) – DJS Research Company. (Report setting out the results of the six-month consultation which ran from May – November 2022.)
Annex 4	Email Correspondence relating to the six-month ETRO consultation, 2022.

Annex 5 East Oxford Low Traffic Neighbourhoods – Traffic Regulation Order (TRO) – Report on Consultation. August 2023.

(Report setting out the results of the six-week consultation which ran from June – July 2023)

Annex 6 Email Correspondence relating to the six-week TRO consultation, 2023.

Annex 7 East Oxford LTNs Evaluation - Snapshot Report. June 2023.

Annex 8 East Oxford LTNs - Monitoring and Evaluation Full Report. October 2023.

Annex 9 Climate Impact Assessment.

Annex 10 Equalities Impact Assessment.

Annex 11 Spreadsheet analyses showing Cross Tabs of data from ETRO and TRO consultations.

Annex 12 Stakeholder TRO Correspondence

Annex 13 General Feedback

Contact Officer: Bill Cotton – Corporate Director Environment & Place
Contact Team: East Oxford LTN Team

October 2023

This page is intentionally left blank

Divisions Affected - All

Cabinet – 17 October 2023

LTCP monitoring report

Report by Corporate Director for Environment and Place

RECOMMENDATION

1. Cabinet are **RECOMMENDED** to:
 - a) **Agree the Local Transport and Connectivity Plan monitoring report for publication alongside Council's Local Transport and Connectivity Plan.**

Executive Summary

2. This report provides Cabinet with an overview of the LTCP monitoring report. It summarises the background to the report and key issues. It is proposed that the monitoring report (appended as annex 1) is agreed by Cabinet for publication alongside the council's Local Transport and Connectivity Plan (LTCP).

Background

3. The LTCP was adopted by the council in July 2022 and outlines the long-term vision for transport and travel in the county and the policies required to deliver this.
4. The LTCP also includes a set of headline targets to track delivery of the vision. This includes targets to replace or remove 1 out of every 4 current car trips in Oxfordshire by 2030, deliver a net-zero transport network by 2040 and have zero, or as close as possible, road fatalities or serious injuries by 2050.
5. In order to demonstrate progress on delivering the LTCP, progress made against the headline targets and performance against the key performance indicators (KPI) we committed to publishing annual monitoring reports. The first annual monitoring report has now been drafted (annex 1).
6. There is not a statutory requirement for the LTCP monitoring report to be approved by Cabinet and there are no specific decisions required. However, it was agreed that the report is presented to Cabinet for awareness, discussion and agreement to publish. This will help to raise public awareness of the report and ensure that the county council are reporting progress on the LTCP in a transparent way.

Corporate Policies and Priorities

7. The County Council's strategic plan, 2022-25, sets out a vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county. The LTCP will help to deliver all aspects of this vision.
8. The LTCP builds on the 9 strategic priorities of the county council and will be key to delivering the following four:
 - Put action to address the climate emergency at the heart of our work
 - Tackle inequalities in Oxfordshire
 - Prioritise the health and wellbeing of residents
 - Invest in an inclusive, integrated and sustainable transport network.
9. The LTCP will help to make Oxfordshire greener, fairer and healthier due to the relationship between transport, quality of life, health and the environment. The LTCP directly seeks to reduce carbon emissions and aims for a net-zero transport system by 2040. It also has a strong focus on healthy place shaping and encouraging active lives. This will help to improve health and wellbeing by providing safer walking and cycling routes to school and improving air quality.
10. The LTCP will also help to tackle inequalities and improve health and wellbeing because transport can play a significant role in enabling older and disabled people to live independently. The LTCP seeks to improve connectivity for all residents and there are policies that will specifically help to achieve this.
11. The LTCP aims to reduce private car use and encourage modal shift to walking, cycling, public and shared transport. This will be central to addressing the climate emergency and improving health and wellbeing.
12. The LTCP monitoring report itself does not introduce any policies or proposed service changes that will impact on the corporate policies and priorities. However, the data collected will help to assess progress made and identify areas of the LTCP where amendments may be required to improve delivery.

Financial Implications

13. The LTCP monitoring report does not have any direct implications for transport infrastructure investment. It provides data and information to help inform future decision making and potential amendments to the LTCP and its supporting strategies.
14. The LTCP monitoring report has been produced by staff from across the Environment and Place directorate, and hence covered by the staffing budget in this area. Immediate work to incorporate the results will not require any additional resources. This work will be undertaken through ongoing work such as area travel plan development, vision zero strategy development and business as usual operations.

Comments checked by:

Filipp Skiffins, Assistant Finance Business Partner (Environment & Place),
filipp.skiffins@oxfordshire.gov.uk (Finance)

Legal Implications

15. The LTCP monitoring report does not have any legal implications. The LTCP is the county's statutory Local Transport Plan, which is a statutory document required under the Transport Act 2000 and was subject to public consultation prior to its adoption in July 2022. There are not any requirements for the subsequent supporting strategies to be consulted upon.

Comments checked by:

Jennifer Crouch, Principal Solicitor (Environment Team),
Jennifer.Crouch@Oxfordshire.gov.uk (Legal)

Staff Implications

16. Development of the LTCP monitoring report has been undertaken by officer resource in the Infrastructure Strategy and Policy Team, with input from officers across the Environment and Place directorate.
17. Immediate work to incorporate the results will not require any additional resources. This work will be undertaken through ongoing work such as area travel plan development, vision zero strategy development and business as usual operations.

Local Transport and Connectivity Plan Implications

18. The LTCP monitoring report directly supports the LTCP and reports on progress made over the last year. The LTCP monitoring report does not introduce any policies or service changes that will impact delivery of the LTCP.
19. The data collected and analysed for the monitoring report will help to identify areas where amendments may be required to improve delivery of the LTCP and maximise the intended benefits.

Equality & Inclusion Implications

20. The LTCP monitoring report itself does not introduce any policies or proposed service changes. Therefore, it does not have any potential impacts on equalities. However, the data collected will help to assess progress made and identify areas of the LTCP where amendments may be required. For information about possible impacts of the LTCP on equality and inclusion, please see the LTCP equalities impact assessment (annex 2).

Sustainability Implications

21. The LTCP monitoring report itself does not introduce any policies or proposed service changes. Therefore, it does not have any potential impacts on sustainability. However, the data collected will help to assess progress made and identify areas of the LTCP where amendments may be required.
22. The LTCP will be central to delivering the County Council's Climate Action Framework as transport produces the majority of emissions in the county. For further information about possible impacts of the LTCP on sustainability please see the LTCP Climate Impact Assessment (annex 3).

Risk Management

23. A risk register has been kept as part of the LTCP programme. Key risks associated with the LTCP monitoring report moving forward have been summarised below.

24. *Risk:* Findings not used to inform future decision making.

Mitigation: The monitoring report has been developed with input from the relevant council teams and shared with partners and stakeholders. We will continue to work with these partners and stakeholders to ensure the findings are used to inform future decision making.

25. *Risk:* Negative publicity due to the data reported.

Mitigation: The report includes commentary to explain the reasons for some of the observed changes and the factors beyond the county council's control affecting them. We will work with communications officers to develop a communications plan for public release of the document.

Consultations

26. The LTCP, including the headline targets and KPIs, was consulted on between January and March 2022. In total 1178 responses to the consultation were received. The LTCP monitoring report itself has not been subject to public consultation and consultation is not required.
27. Engagement has been conducted with key stakeholders through the LTCP Steering Group. The group includes representatives from the bus operators, rail operators, universities, major employers and walking and cycling groups.
28. The relevant cabinet members have also been engaged with through the Environment and Place portfolio holder briefings.

Bill Cotton, Corporate Director for Environment and Place

Annex: **Annex 1: LTCP monitoring report**

Annex 2: LTCP Equalities Impact Assessment

Annex 3: LTCP Climate Impact Assessment

Background papers: Nil

Contact Officer: John Disley, Head of Transport Policy, 07767 006742

October 2023

This page is intentionally left blank

Local Transport and Connectivity Plan - Monitoring Report 2022-2023

July 2023



Document information

Title	Local Transport and Connectivity Plan – Monitoring Report 2022 - 2023
First published	April 2023
Status	Draft
Enquiries	LTCP5@oxfordshire.gov.uk

Version control

Version	Date	Changes
V1	April 2023	
V2	May 2023	<ul style="list-style-type: none"> • Baseline data text changed. • National trends added to all KPIs. • Projects added to progress made and future delivery sections. • Graphs added.
V3	June 2023	<ul style="list-style-type: none"> • Data tables amended to include yearly trends.
V4	July 2023	<ul style="list-style-type: none"> • Future trajectory section and graphs added to headline target section. • Car trip methodology added.
V5	August 2023	<ul style="list-style-type: none"> • Car trip data added.
V6	September 2023	<ul style="list-style-type: none"> • Further projects delivered added. • Minor wording amendments. • Additional road safety data added.



Contents

Executive Summary4

Introduction 7

Headline targets8

Key Performance Indicators.....15

Delivery over the last year25

Future delivery28

Central Oxfordshire Travel Plan.....30

Appendices37

 Appendix 1 – Target and KPI data sources37

 Appendix 2 – LTCP car trip methodology40



Executive Summary

Introduction

This is the first annual monitoring report for Oxfordshire County Councils (OCC) Local Transport and Connectivity Plan (LTCP). The LTCP was adopted by the county council in July 2022. It sets out an overarching vision for transport in the county and the policies that will be required to deliver the vision.

In order to demonstrate progress on delivering the LTCP, progress made against the headline targets and performance against the key performance indicators (KPI), we committed to publishing annual monitoring reports. This document is the first of these annual reports.

Baseline data

The baseline year for the data used in our monitoring is outlined for each target or KPI. Where possible data has been used from either before or after the COVID-19 pandemic which covered the years 2020 and 2021. This is due to the significant changes COVID-19 lockdowns and restrictions had on travel.

However, this is not possible for all data due to the reporting timescales associated with some data sources. We will update these baselines once the relevant data is available. We will also continue to review changes to travel patterns in the coming years by comparing current data, historical Oxfordshire data and national trends. This will help us to establish whether the baseline years are appropriate and reflect the reality of travel in Oxfordshire following COVID-19.

Headline targets

In order to track delivery of the vision and key themes we identified a set of headline targets in the LTCP. These were identified to help us quantify progress made on delivering the vision and ensure that we are on track to deliver our objectives.

There has been little change on the headline targets in the last year. This is expected because it will take a number of years to significantly change travel patterns in the county and so the impacts of LTCP work will not immediately be seen. There is also limited data for 2022 at this stage and so much of the data is from before the LTCPs adoption and affected by the COVID-19 pandemic.

Key performance indicators

The LTCP also identified a set of Key Performance Indicators (KPIs). The KPIs provide us with more detail about progress and identify potential areas for further work.

There is not data for all KPIs in this annual monitoring report. This is because there are not currently data sources for some of the KPIs which were not previously monitored by OCC. We are conducting work on monitoring to address these data gaps for future reports.



There have been some observed changes to the KPIs, however as with the headline targets much of this data is from 2021. It is therefore prior to the LTCP and affected by the COVID-19 pandemic. Whilst not directly related to the LTCP, understanding these changes is important to inform future work.

We are planning to conduct a countywide travel survey in Autumn 2023 which will provide further insight into the LTCP headline targets and KPIs. The survey will also allow us to collect data for some of the current data gaps.

Delivery over the last year

There has been a good level of delivery between the LTCPs adoption in July 2022 and July 2023. Key work delivered includes:

- Abingdon-on-Thames, Banbury and Witney Local Cycling and Walking Infrastructure Plans approved.
- 4 school streets made permanent.
- As part of tranche 1 of the 20mph programme we have delivered 22% (51 out of 231) of the town and parish councils.
- Delivery of 10 km of Quickway cycle routes in East Oxford including extensions of 20mph.
- Approval of Low Traffic Neighbourhoods in Cowley area and delivery of 18 km of Quietway cycle routes within LTN areas.
- Bus Enhanced Partnership formally made with bus operators in January 2023.
- Delivered a number of digital infrastructure projects including Businesses in Rural Oxfordshire and Better Broadband for Oxfordshire.
- Park and Charge Oxfordshire completed and electric vehicle car club pilot launched.
- Network management plan, Highway Infrastructure Asset Maintenance Approach, updated parking standards and Implementing Decide & Provide: Requirements for Transport Assessments document approved by cabinet.
- Earliest adopter of the Innovation Framework approach submitted a high level 'Innovation Plan' in March 2023.
- Central Oxfordshire Travel Plan approved by cabinet in November 2022.

Future delivery

Good progress has been made on delivering the LTCP in this first year. However, we recognise that there is still a long way to go if we are to deliver our vision and targets for transport in Oxfordshire. We will therefore continue to work hard on delivering the LTCP over the next year.

Over the next year we will continue work in all of the LTCP policy areas. Some key areas of planned work include:

- Development of LTCP part 2 supporting strategies.
- Development of LCWIPs for Charlbury, Chipping Norton, Thame, Wantage & Grove and Woodstock.
- Begin delivery of the Zero Emission Bus Regional Area (ZEBRA) in partnership with the bus operators.
- Begin delivery of transport hub programme.



- Further development of School Streets.
- Delivery of countywide community transport initiatives and improvements to bus information.

Central Oxfordshire Travel Plan

In support of the LTCP, a set of area and corridor travel plans are being developed. The area and corridor travel plans will outline how the LTCP vision and outcomes are delivered in locations across the county. They will create more detailed plans that can be used to guide future scheme development, funding bids, responses to planning applications and developer contributions.

The Central Oxfordshire Travel Plan was the first area travel plan produced and approved by cabinet in November 2022. The strategy includes a set of KPIs to monitor progress which will be annually reported on through this report.



Introduction

This is the first annual monitoring report for Oxfordshire County Councils Local Transport and Connectivity Plan (LTCP). The LTCP was adopted by the county council in July 2022 following 3 rounds of public consultation. The LTCP sets out an overarching vision for transport in the county and the policies that will be required to deliver the vision.

The LTCP is supported by a number of more detailed strategies. These build on the high level principles in the LTCP but address complex topics in more detail. Supporting strategies for freight, active travel and innovation were adopted alongside the LTCP in July 2022. Following adoption, work has been ongoing to develop the 'Part 2' supporting strategies.

In order to demonstrate progress on delivering the LTCP, progress made against the headline targets and performance against the KPIs we committed to publishing annual monitoring reports. This document is the first of these annual reports.

Baseline data

The baseline year for the data used in our monitoring is outlined for each target or KPI. Where possible data has been used from either before or after the COVID-19 pandemic which covered the years 2020 and 2021. This is due to the significant changes COVID-19 lockdowns and restrictions had on travel.

However, this is not possible for all data due to the reporting timescales associated with some data sources. We will update these baselines once the relevant data is available. We will also continue to review changes to travel patterns in the coming years by comparing current data, historical Oxfordshire data and national trends. This will help us to establish whether the baseline years reflect the reality of travel in Oxfordshire following COVID-19.

Similarly, there is limited monitoring data for 2022 at this stage. Therefore, much of the data included in the headline target and KPI sections is from 2021. This is from before the LTCP's adoption and affected by the COVID-19 pandemic. Whilst not directly related to the LTCP, understanding these changes is important to inform future work.

Local Transport Plan guidance

The Department for Transport's decarbonisation plan published in 2021¹, strengthened the role of Local Transport Plans (LTPs). The plan set out a role for revitalised LTPs to set quantifiable targets in carbon reductions in transport for local areas. Guidance for designing sustainable transport solutions through LTPs will also be published by the Department for Transport and it is stated that this will be linked to funding for schemes.

We are still awaiting publication of the LTP guidance which will clarify any requirements about LTP content or monitoring. The guidance is scheduled to be published in the summer 2023 for public consultation. We will continue to monitor this situation and update the LTCP and the content of these monitoring reports accordingly.

¹ [Decarbonising Transport: A Better, Greener Britain \(2021\)](#)



Headline targets

Background

In order to track delivery of the vision and key themes we identified a set of headline targets in the LTCP. These were identified to help us quantify progress made on delivering the vision and ensure that we are on track to deliver our objectives. The LTCP headline targets are included below.

By 2030 our targets are to:

- Replace or remove 1 out of every 4 current car trips in Oxfordshire
- Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week
- Reduce road fatalities or serious injuries by 50%

By 2040 our targets are to:

- Deliver a net-zero transport network
- Replace or remove an additional 1 out of 3 car trips in Oxfordshire

By 2050 our targets are to:

- Deliver a transport network that contributes to a climate positive future
- Have zero, or as close as possible, road fatalities or serious injuries

Current progress

Progress made on delivering the headline targets is summarised in the following sections. We have provided some short analysis of the data and the trends observed which is grouped according to car trips, cycle trips, net-zero transport network and road safety to reflect the main target themes.

Data sources for all of the targets and KPIs can be found in appendix 1. The majority of the targets are using existing data sources. However, car trips were not previously monitored and there is not a readily available data source. Work has therefore been conducted over the last year to develop a bespoke monitoring mechanism.

The car trip target has been derived from a combination of automatic traffic counter data, Vivacity camera (object recognition cameras which provide counts by mode of transport) and INRIX telematics data providing a sample of trips within the county. By combining these data sources, a proxy for the number of car trips has been developed.

It is important to note that this is a proxy and not an absolute measure of the number of car trips. It allows us to understand the percentage change from a sample of car trips but does not provide an overall countywide figure.

It is also important to note that we only have short-term data for 2022 at present and so could not compare to whole year data from 2019. We have therefore compared 2 weeks from 2022 with the matching 2 weeks from 2019 as the baseline. Further technical information about the methodology can be found in appendix 2.



Target	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)	Change vs baseline (%)
2030 targets					
Replace or remove 1 out of every 4 current car trips in Oxfordshire	N/A	N/A	N/A	+4.5% vs 2019	+4.5%
Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week	630,000 per week	570,000 per week	460,000 per week	N/A	N/A
Reduce road fatalities or serious injuries by 50%	233	225	246	306	+31%
2040 targets					
Deliver a net-zero transport network	1315.9 kt CO ₂	1058.3 kt CO ₂	N/A	N/A	N/A
Replace or remove an additional 1 out of 3 car trips in Oxfordshire	See 2030 targets	See 2030 targets	See 2030 targets	See 2030 targets	See 2030 targets
2050 targets					
Deliver a transport network that contributes to a climate positive future	See 2040 targets	See 2040 targets	See 2040 targets	See 2040 targets	See 2040 targets
Have zero, or as close as possible, road fatalities or serious injuries	See 2030 targets	See 2030 targets	See 2030 targets	See 2030 targets	See 2030 targets

Future trajectory

Having outlined the progress made on delivering the headline targets, this section provides a summary of the trajectories required to meet our targets. It should be noted that these trajectories have been calculated as an average annual percentage change required and are not forecasts or modelled predictions. Further information can be found in the analysis section.

Car trips

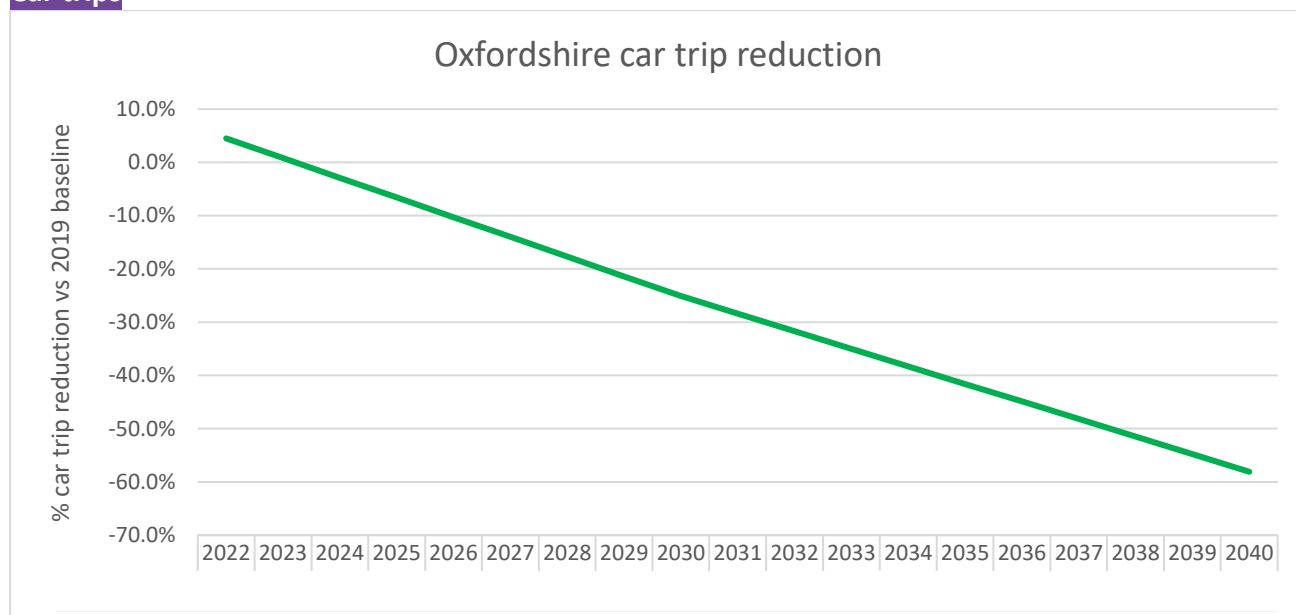


Figure 1 - Oxfordshire car trip reduction required per year to reach 2030 and 2040 targets from 2019 base

Cycle trips

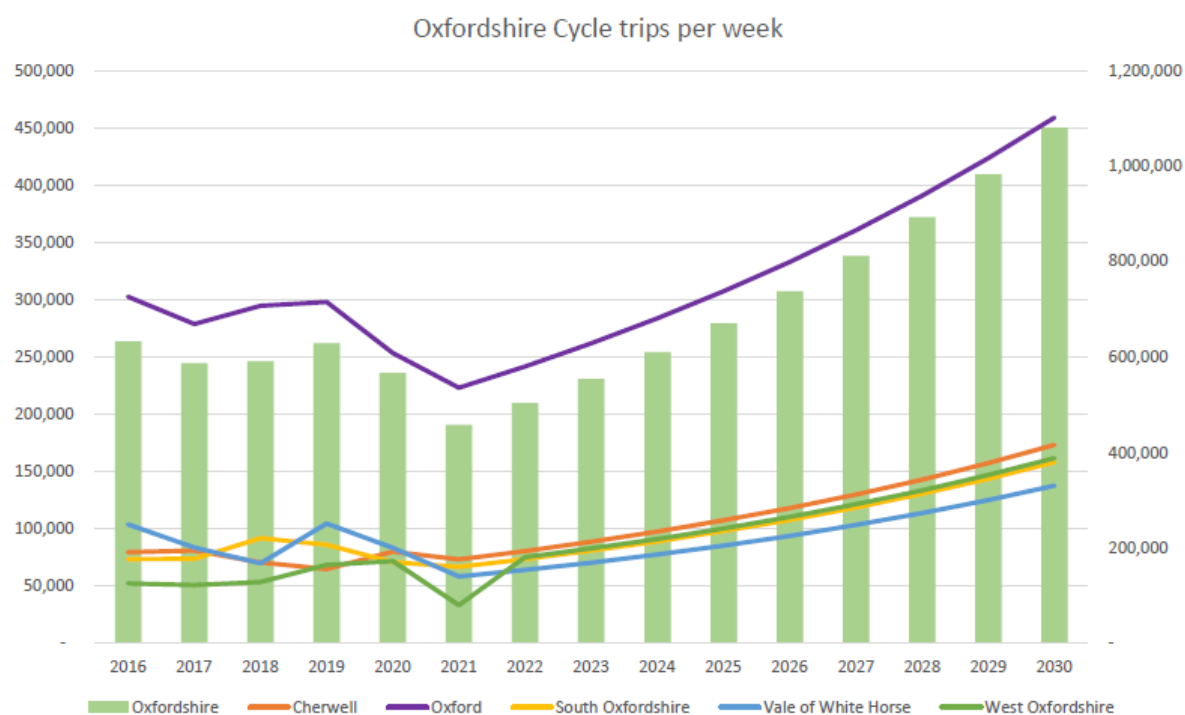


Figure 2 – Oxfordshire cycle trip data between 2016-2021 and cycle trip targets per week to reach 2030 target from 2021 base (Oxfordshire shown on right axis, districts on left axis)



Net-zero transport network

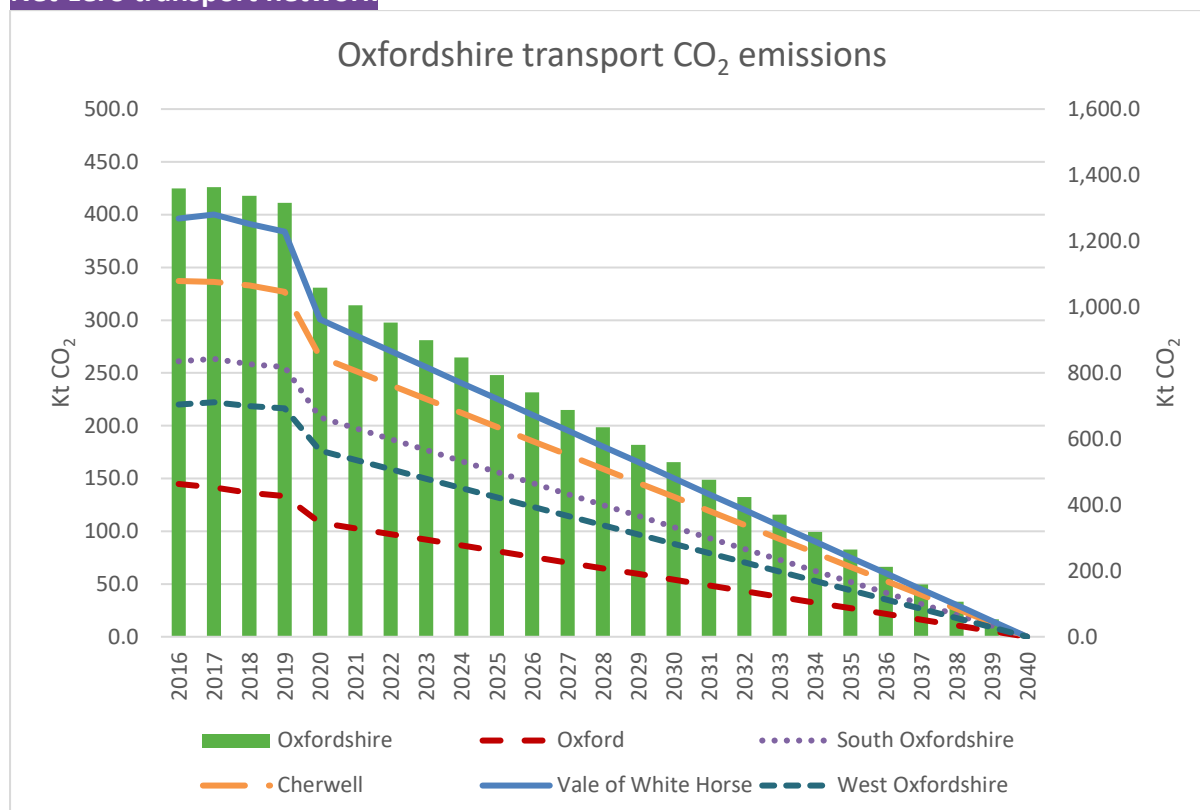


Figure 3 – Oxfordshire transport CO₂ emission data between 2016-2020 and yearly reduction targets to reach 2040 target from 2020 base (Oxfordshire on right axis, districts on left axis)

Road safety

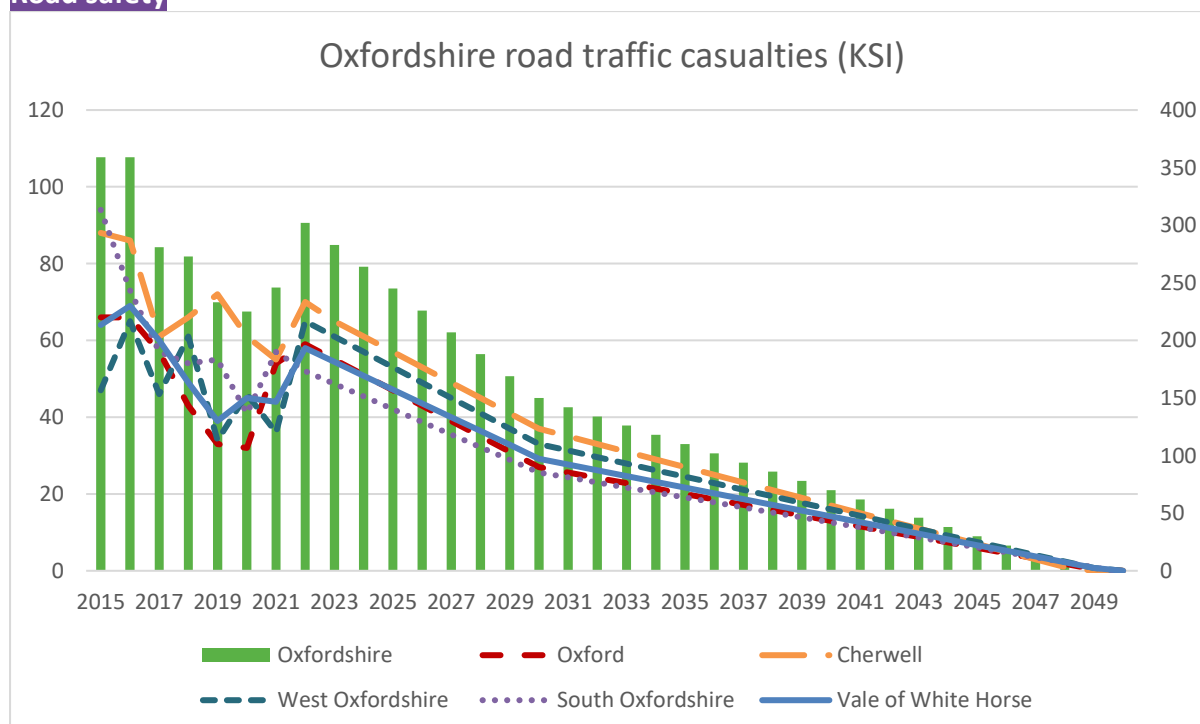


Figure 4 – Oxfordshire road traffic casualty (KSI) data between 2015-2022 and yearly reduction targets to reach 2030 and 2050 targets from 2022 base (Oxfordshire on right axis, districts on left axis)

Analysis

This section provides analysis of progress made on the headline targets and the future trajectories required to meet our targets. The analysis is structured according to the main target themes of car trips, cycle trips, net-zero transport network and road safety.

Car trips

As previously highlighted, our car trip monitoring uses percentage change from a sample of car trips. We only have short-term data for 2022 at present and so we have selected 2 weeks from 2022 to compare with 2019. 2019 was chosen as the baseline year due to the impacts of COVID-19 on traffic flow in 2020 and 2021.

The 2022 data is for 2 weeks in April, Saturday to Friday with a week gap. We have adjusted the 2019 dates back by 4 days to match the days of week and Easter. In these matching 2 weeks, the number of car trips increased by 4.5% in 2022 compared to 2019. There was a 5.0% increase in car trips on weekdays and 2.7% increase on weekends.

In order to reach the 2030 car trip reduction target (25% reduction vs 2019 baseline) there needs to be an annual average decrease of 3.7%. The 4.5% increase in car trips between 2019 and 2022 highlights the scale of this challenge. We will continue to work to refine our methodology and increase data sample sizes moving forward.

Year ● 2019 (adjusted 4 days back) ● 2022

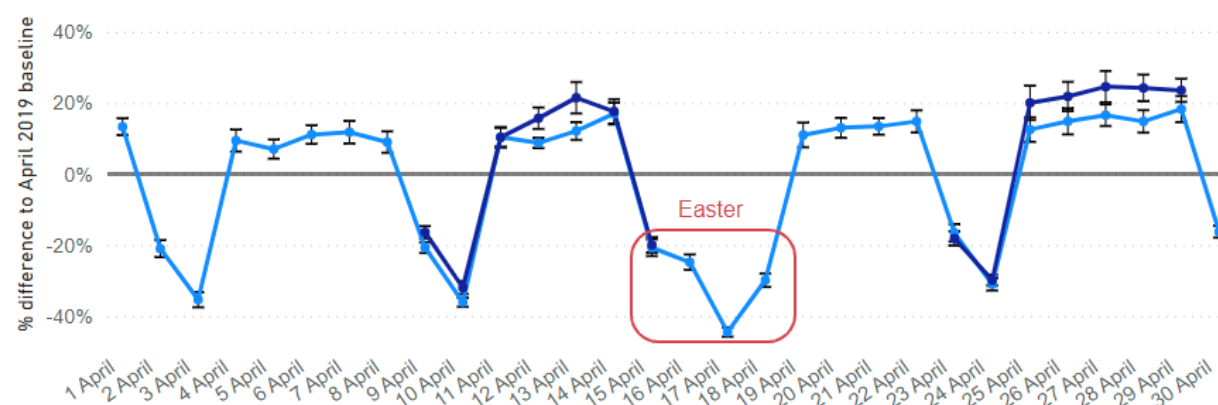


Figure 5 – Car trip percentage change between 2022 and 2019 baseline

Cycle trips

The number of cycling trips per week is calculated using data from Sport England's Active Lives Survey. The most recent data available is from 2021 which is prior to publication of the LTCP and is also affected by COVID-19 lockdowns and restrictions which were in place throughout the year.

The data shows that the number of cycling trips in Oxfordshire in 2021 decreased by 25% compared to the 2019 baseline. This decrease reflects national trends and shows that changes to travel and work patterns as a result of COVID-19, such as increased working from home, have had a big impact on levels of cycling.



In order to achieve the 2030 targets from 2021 levels, there needs to be an annual increase in cycling trips per week of 8% in Oxford and 10% in the other Oxfordshire districts. We await publication of 2022 data to gain better understanding of the current situation and how cycling patterns have changed following the end of COVID-19 restrictions.

Net-zero transport network

Data about CO₂ emissions from transport is provided by the government and covers emissions within the scope of influence of local authorities. For transport, railways and motorways are therefore excluded. Owing to the time taken to collect, analyse and validate the data, the most recent data is for 2020. As with cycling trip data, this is prior to publication of the LTCP and coincides with the COVID-19 lockdowns that began in March 2020 and significantly reduced the amount of travel.

However, the data provides helpful insight into the broader trends associated with transport emissions in Oxfordshire. There was a notable 20% decrease in CO₂ emissions from transport between 2019 and 2020 but this is likely due to reduced travel as a result of COVID-19. 2020 data highlights the scale of the challenge to reach net-zero by 2040 as transport emissions were only reduced by 20% during a year with COVID-19 restrictions.

The graph in the future trajectory section shows that an annual average reduction of approximately 50.2 kt CO₂ is required to reach the 2040 net-zero transport network target. This is over double the rate achieved between 2018 and 2019 (21.4 kt CO₂ reduction) highlighting the need to accelerate transport decarbonisation work. The rate of reduction required may also be higher as it uses a 2020 base which was affected by COVID-19. We await publication of future data to gain better understanding of the current situation.

Road safety

Road safety data is compiled by the county council from reports submitted by the police for each road traffic collision resulting in a personal injury that they attend. In practice, it is known from various national studies using information from insurers and the NHS that quite a large number of injury collisions are not reported to the police. It is therefore acknowledged that the actual number of collisions and injuries on our roads is considerably higher than those analysed.

The proportion of collisions included in the police reports appears to be reasonably stable, and a very similar picture is found in other areas outside the county. The information therefore allows trends in road safety to be assessed with a good level of confidence.

There has over the longer term been a downward trend in reported collisions and injuries, reflecting a very wide range of factors such as road improvement schemes, improved vehicle safety and national and local measures to improve the training and skills of road users.

However, despite a longer term reduction, the number of road deaths and serious injuries has increased in recent years. The number of people killed or seriously injured (KSI) increased from 233 to 306 between 2019 and 2022. The number of KSI did not fall



significantly in the intermediate years of 2020 (225 KSI) and 2021 (246 KSI) despite lower traffic levels due to the COVID-19 pandemic.

Nationally, there has been a 6% decrease in KSI between 2019 and 2022. However, since 2020 the KSI trends observed in Oxfordshire generally match those observed in the wider Thames Valley Police (TVP) area and national trends. In the most recent year (2021 – 2022) the number of KSI increased by 16% in the Thames Valley Police Area and by 9% nationally.

We recognise that the increase in Oxfordshire is larger than the regional or national average. We are currently undertaking further analysis to help understand the data and once completed, we will publish more detailed analysis in our annual casualty report. Initial analysis of the broader trends suggests that the larger increase in KSI in Oxfordshire is unlikely to be due to any local factor and instead a reflection of the variability in a relatively small set of data when just looking at Oxfordshire.

As part of the LTCP we adopted a ‘Vision Zero’ commitment to eliminate all fatalities and severe injuries on Oxfordshire’s roads and streets by 2050. Our vision zero work is now underway, and we are seeking to work closely with partners and stakeholders on infrastructure, behaviour, technology and legislation to achieve this change.

The future trajectory section shows that an average KSI reduction of 19 per year is required to meet the 2030 target from the 2022 base. From 2030 there would then need to be an average KSI reduction of 8 per year to meet the 2050 vision zero target.

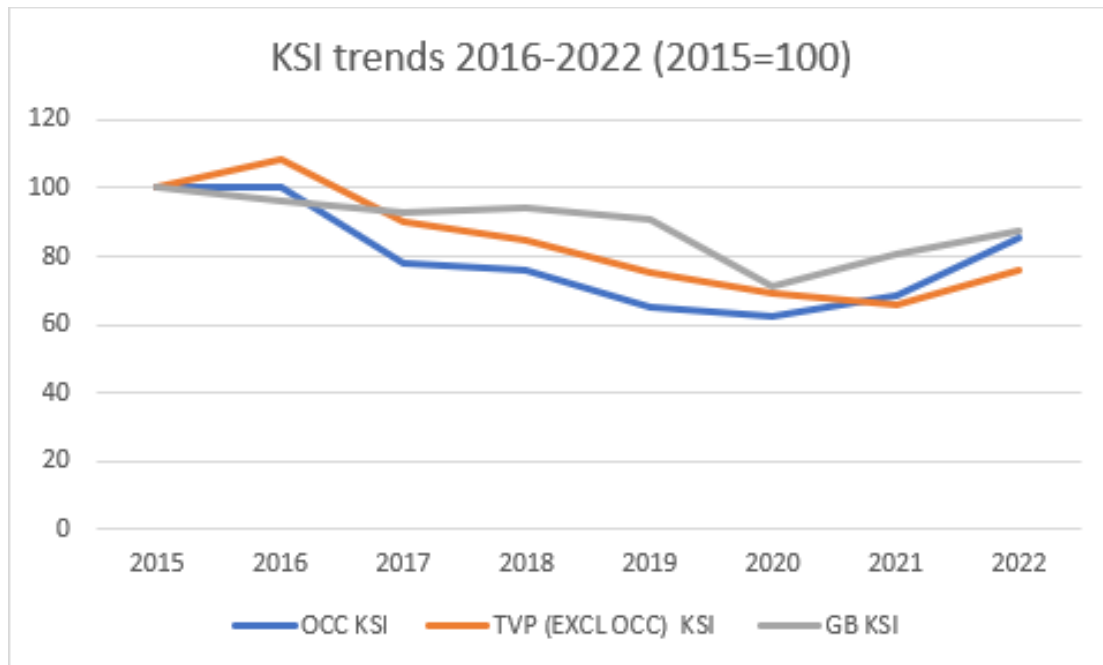


Figure 6 – Comparison of KSI trends in Oxfordshire, Thames Valley Police area excluding OCC and Great Britain against 2015 baseline

Key Performance Indicators

The following set of Key Performance Indicators were identified in the LTCP. We have not identified specific targets for all of the KPIs. Instead, all policies and schemes are working towards delivery of our headline targets.

The KPIs provide us with more detail about progress and identify potential areas for further work. Where applicable, national data has also been included to show Oxfordshire compared to national trends. This is helpful for highlighting where broader national trends and policy beyond the county council's control may be affecting travel.

There is not data for all KPIs in this annual monitoring report. This is because there are not currently data sources for some of the KPIs which were not previously monitored. We are conducting work on monitoring to address these data gaps for future reports. The sources used for the KPIs in this report can be found in appendix 1.

We are planning to conduct a countywide travel survey in Autumn 2023 which will provide further insight into the LTCP headline targets and KPIs. The survey will also allow us to collect data for some of the current data gaps.

Transport emissions

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Road transport emissions	Oxfordshire	1315.9 kt CO ₂	1058.3 kt CO ₂	N/A	N/A
	UK	100,783.6 kt CO ₂	82,791.9 kt CO ₂	N/A	N/A

Analysis of the road transport emission data can be found in the headline target chapter. As shown on the table above, the reduction in CO₂ emissions from transport was slightly higher in Oxfordshire (20%) than the national average (18%). However, this reduction was likely as a result of reduced travel demand due to the COVID-19 pandemic in 2020.

Walking and cycling

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
% of adults that do any walking 3 times per week	Oxfordshire	48.3%	46.5%	44.9%	N/A
	England	44.2%	42.5%	42.9%	N/A
% of adults that walk for leisure 3 times per week	Oxfordshire	23.1%	33.3%	35.0%	N/A
	England	23.1%	29.1%	31%	N/A
% of adults that walk for travel 3 times per week	Oxfordshire	25.3%	15.3%	13.3%	N/A
	England	22.7%	15.1%	13.1%	N/A
% of adults that do any cycling 3 times per week	Oxfordshire	11.5%	10.2%	8.4%	N/A
	England	5.3%	5.3%	3.9%	N/A
% of adults that cycle for leisure 3 times per week	Oxfordshire	2.9%	4.1%	2.5%	N/A
	England	2.1%	2.8%	1.8%	N/A
% of adults that cycle for travel 3 times per week	Oxfordshire	8.5%	6.6%	5.5%	N/A
	England	3.1%	2.3%	2%	N/A
Number of walking trips	Oxfordshire	2,600,000	2,310,000	2,350,000	N/A

		per week	per week	per week	
	England	N/A	N/A	N/A	N/A
Number of cycling trips	Oxfordshire	630,000 per week	570,000 per week	460,000 per week	N/A
	England	N/A	N/A	N/A	N/A

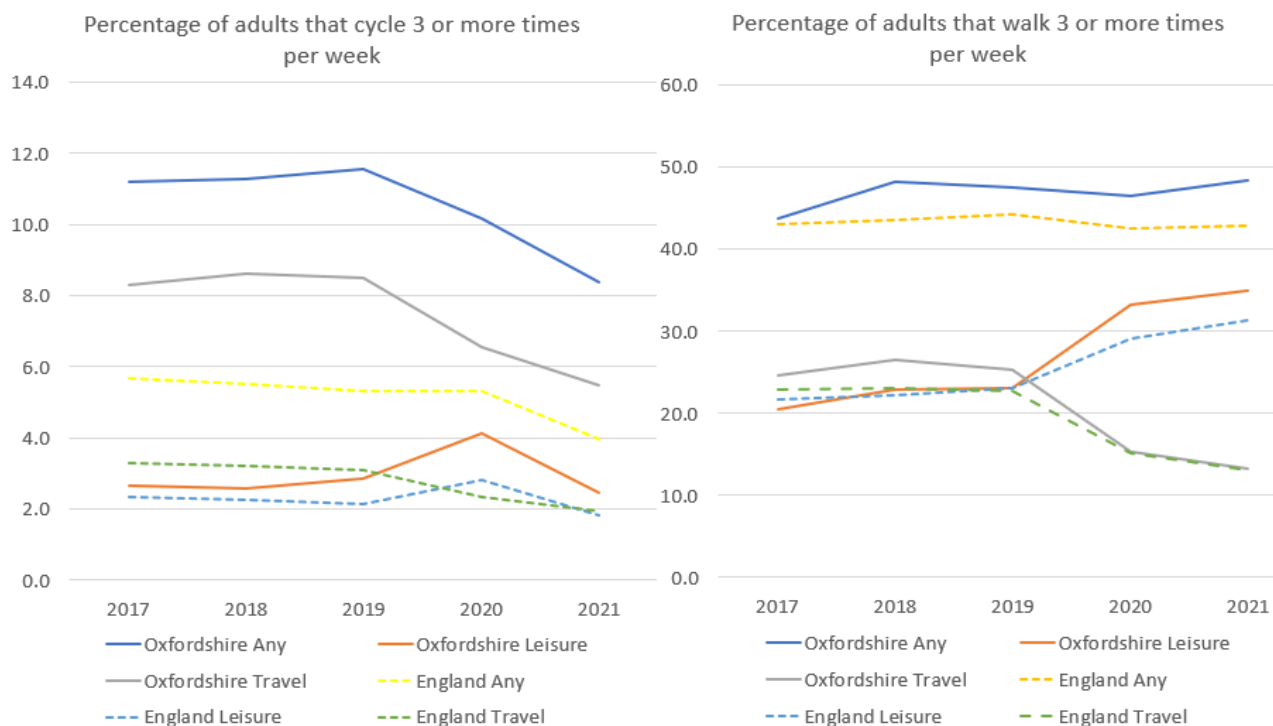


Figure 7 – Percentage of adults that walk or cycle 3 or more times per week. Oxfordshire trends are shown with the solid lines, national trends with the dashed lines.

The walking and cycling KPIs use data published by the Department for Transport and Sport England. The most recent data available is for 2021, as with other data, this is prior to publication of the LTCP and is affected by COVID-19. This data provides us with further understanding about the overall changes to cycle patterns covered in the headline target section.

The overall number of walking trips decreased by 9% in 2021 compared to the 2019 baseline. This decrease was less than that seen for cycling, possibly due to increases in the percentage of adults walking for leisure. There was also a decrease in the percentage of adults that do any walking and particularly those walking for travel at least 3 times per week.

There was a substantial 27% decrease in total number of cycle trips. This was primarily due to a reduction in the percentage of adults cycling for travel, which is likely related to the impact of COVID-19 restrictions and increased home working.

However, all of the changes to walking and cycling levels are broadly in line with national trends. Whilst some of the decreases have been larger in Oxfordshire, the levels of people walking or cycling remain higher in Oxfordshire than the national average for all purposes and frequencies.

Physical activity

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
% of adults meeting physical activity recommendations	Oxfordshire	73.6%	72.5%	73.4%	N/A
	England	67.2%	65.9%	67.3%	N/A
% of children meeting physical activity recommendations	Oxfordshire	58.4%	51.2%	46.6%	N/A
	England	44.9%	46.4%	47.2%	N/A

Further data and analysis of physical activity can be found in the [Oxfordshire Joint Strategic Needs Assessment 2022](#). Key points have been summarised in the following sections.

The percentage of adults meeting physical activity recommendations in Oxfordshire has largely remained the same since 2019, with a minor 0.2% decrease since 2019. A higher percentage of Oxfordshire adults meet the physical activity guideline than national figures (67.3%), but roughly 1 in 4 Oxfordshire adults do not. The percentage of physically active adults was lower in Asian, Black, and Chinese ethnic groups than the average and a higher percentage of males were physically active than females.

Nationally, the data shows that participation in physical activity is lower in older age groups, more deprived groups, unemployed or economically inactive groups, routine and manual workers, those who had never worked or were unemployed, and people with disability. Barriers to physical activity for those in more deprived areas include time, cost, lack of access to green space and safety concerns.

The percentage of children meeting physical activity recommendations has been decreasing in Oxfordshire since 2019. Whilst the current levels of children meeting physical activity recommendations is in line with the national average (47.2%), further work is required to understand and address this decreasing trend.

Healthy place shaping

Indicator	Location	Baseline (2019)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Average Healthy Streets score improvement	Oxfordshire	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A
20-minute neighbourhood index improvements	Oxfordshire	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A

Work is ongoing to embed use of the Healthy Streets Approach in County Council work and capture monitoring data. It is planned that the approach is piloted over the next year to score and monitor improvements delivered through the Vision Zero programme. Progress on this and the data captured will be summarised in the 2023-24 monitoring report.

Work is required to update the data that supports our 20-minute neighbourhood dashboard and investigate appropriate KPIs for future monitoring reports.

Road safety

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)	Change vs baseline (%)
Total number of Killed or Seriously Injured (KSI)	Oxfordshire	233	225	246	306	+31%
	Great Britain	31,539	26,589	27,450	29,795	-6%
Pedestrian KSI	Oxfordshire	32	23	31	45	+41%
	Great Britain	7,043	5,861	4,734	6,161	-13%
Pedal cycle KSI	Oxfordshire	45	45	52	63	+40%
	Great Britain	4,392	4,156	4,596	4,365	-1%
Two-wheel motor vehicle KSI	Oxfordshire	45	47	57	66	+47%
	Great Britain	6,395	5,130	5,125	6,021	-6%
Motor vehicle KSI	Oxfordshire	111	108	106	132	+19%
	Great Britain	12,158	10,274	9,193	11,473	-6%

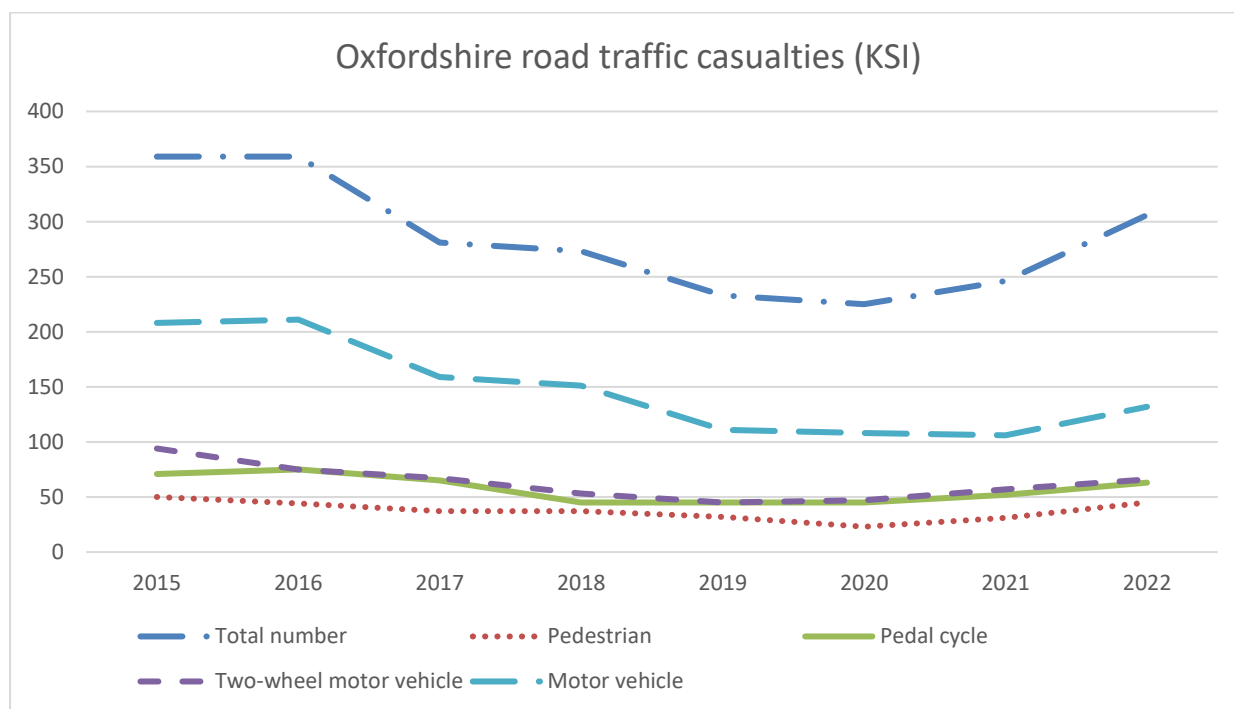


Figure 8 – Oxfordshire road traffic casualties (killed or seriously injured) since 2015

The number of people killed or seriously injured in Oxfordshire has decreased over the longer term. The number of people killed or seriously injured is lower for all modes than 2015. However, since 2019 there has been a slight increase in the number of KSI for all modes. Further analysis of the road safety data can be found in the headline target chapter.

As highlighted in the headline target chapter, since 2020 the KSI trends observed in Oxfordshire generally match the trends observed in the wider Thames Valley Police (TVP) area and national trends (the national figures for 2022 are currently provisional figures, we are awaiting publication of confirmed national data). Initial analysis of the broader trends

suggests that the larger increase in KSI in Oxfordshire is unlikely to be due to any local factor and instead a reflection of the variability in a relatively small set of data when just looking at Oxfordshire.

We are currently undertaking further analysis to help understand the data and once completed, we will publish more detailed analysis in our annual casualty report. More detailed analysis and further data from 2021 can be found in the [Oxfordshire County Council Road Traffic Collisions: Casualty Data Summary 2021](#).

Recognising the devastating impact of road casualties we have adopted a 'Vision Zero' commitment and our vision zero work is now underway.

Public transport

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Passenger journeys on local bus services	Oxfordshire	40,700,000	11,700,000	25,500,000	N/A
	England	4,071,168,641	1,580,574,631	2,839,207,383	N/A
Passenger journeys on local bus services per head of the population	Oxfordshire	58.9	16.8	35.2	N/A
	England	72.3	27.9	50.2	N/A
Number of rail passenger journeys (rail station entries and exits)	Oxfordshire	21,700,000	3,950,376	12,600,000	N/A
	England	3,007,144,054	678,732,800	1,788,478,136	N/A
Number of park and ride passenger journeys	Oxfordshire	N/A	N/A	-38% vs 2019	N/A
	England	N/A	N/A	N/A	N/A

The latest available data regarding public transport trips is from 2021-2022. As highlighted in other sections of this report, this data coincides with the COVID-19 pandemic.

Bus patronage fell significantly during the COVID-19 pandemic. Bus patronage fell to 11.7 million in 2020, a 71% decrease from 2019. Bus patronage in 2021 increased to 2.8 million but this represents a 37% decrease in the number of passengers journeys compared to 2019-20. This decrease is slightly larger than the national average (-30%).

Similarly, rail passenger journeys fell significantly during the COVID-19 pandemic. The number of journeys fell to 3.9 million in 2020, an 82% decrease from 2019. As with bus patronage, the number of rail passenger journeys increased in 2021 to 12.6 million. This represents a 42% decrease from 2019 and is in line with the national trend (-41%).

We are not able to provide the overall number of journeys from park and ride sites due to it being commercially sensitive, but we are able to report on the aggregated percentage change. The data shows that there has been a 38% decrease in journeys from the park and ride sites between 2019-20 and 2021-22, this is in line with the trends seen with bus passenger journeys more generally.

We will continue to monitor bus patronage and await publication of the 2022-23 data for further analysis of the current situation. In the meantime, we are working to support public transports recovery including work to give buses greater priority in Oxford through the introduction of traffic filters, delivery of our Bus Service Improvement Plan and delivery of the Zero Emission Bus Regional Areas (ZEBRA) scheme.

Digital connectivity

Indicator	Location	2019 (Baseline)	2020	2021	2022	2023 (Current)	Change vs baseline (%)
Percentage of premises with superfast broadband	Oxfordshire	98%	97.7%	98.2%	98.4%	98.5%	+0.5%
	England	96%	96.2%	97.3%	97.6%	97.9%	+1.9%
Percentage of premises with full fibre broadband	Oxfordshire	10%	13.4%	17.4%	26.5%	39.9%	+29.9%
	England	6%	7.4%	22%	35.1%	49.5%	+43.8%

Digital connectivity data is updated monthly and so we have been able to include 2023 data for this KPI. As this data is regularly updated it is likely to have changed following production of this report. The 'current' data is accurate as of May 2023 and has been compared to data from May of previous years.

Oxfordshire has more premises with superfast broadband than the national average and it has increased since 2019. There has been a significant 29.9% increase in the percentage of premises with full fibre broadband since 2019. However, both the growth rate and overall percentage of premises are below the national averages. There are three factors influencing the (current) relatively low provision of full fibre in Oxfordshire:

- Rurality - In general, the more rural the county is, the more widely dispersed the premises are outside of the city and major towns. This makes the cost per premise of building full fibre infrastructure much higher and attracts less commercial investment.
- Most cities have good full fibre access which helps raise the average of the county. However, until September 2022 Oxford had just 2% full fibre coverage. We have worked hard to secure investment in Oxford and building has commenced raising the level to 15%. With such a high percentage of Oxfordshire premises in Oxford, this will make a big difference by the end of March 2024.
- Virgin Media has about 40% coverage across the county with their gigabit docsis network. This is patchy across Oxford and other market towns but typically disincentives alternative networks from investing in full fibre build.

The county council's Digital Infrastructure Team have contributed to these changes by delivering projects such as Better Broadband for Oxfordshire which enabled over 90,000 premises to access superfast broadband. The team will continue to engage with fibre broadband operators to encourage investment in Oxfordshire, whilst also working with the government on digital infrastructure interventions in areas of market failure.

Air quality

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Road transport emissions	Oxfordshire	1315.9 kt CO ₂	1058.3 kt CO ₂	N/A	N/A
	UK	100,783.6 kt CO ₂	82,791.9 kt CO ₂	N/A	N/A
Years of healthy life lost (DALYs) due to ambient particulate matter	Oxfordshire	2,300	N/A	N/A	N/A

Analysis of road transport emissions has been covered previously. Years of healthy life lost due to ambient particulate matter is included in the [Joint Strategic Needs Assessment](#) using a methodology from Public Health England. The last calculation was made in 2019 and so there is not an update for inclusion in this year's monitoring report.

It is worth highlighting that whilst transport contributes to particulate matter (PM) emissions it is not the largest source. Oxford City Council's most recent source appointment study found that domestic combustion is by far the largest contributor to particulate matter emissions in Oxford, contributing approximately 66% of PM2.5. emissions. Road transport only accounts for approximately 10% of total local emissions of particulate matter.

Private car

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Car vehicle miles	Oxfordshire	3,800,000,000	2,710,000,000	3,085,000,000	N/A
	England	225,160,000,000	169,561,000,000	189,675,000,000	N/A
Number of car trips	Oxfordshire	N/A	N/A	N/A	+4.5% vs 2019
	England	N/A	N/A	N/A	N/A
Number of registered battery EVs	Oxfordshire	6,026	10,641	17,444	N/A
	England	480,531	995,291	1,853,434	N/A
Car ownership	Oxfordshire	82% (2011)	N/A	84%	N/A
	England	74% (2011)	N/A	76%	N/A

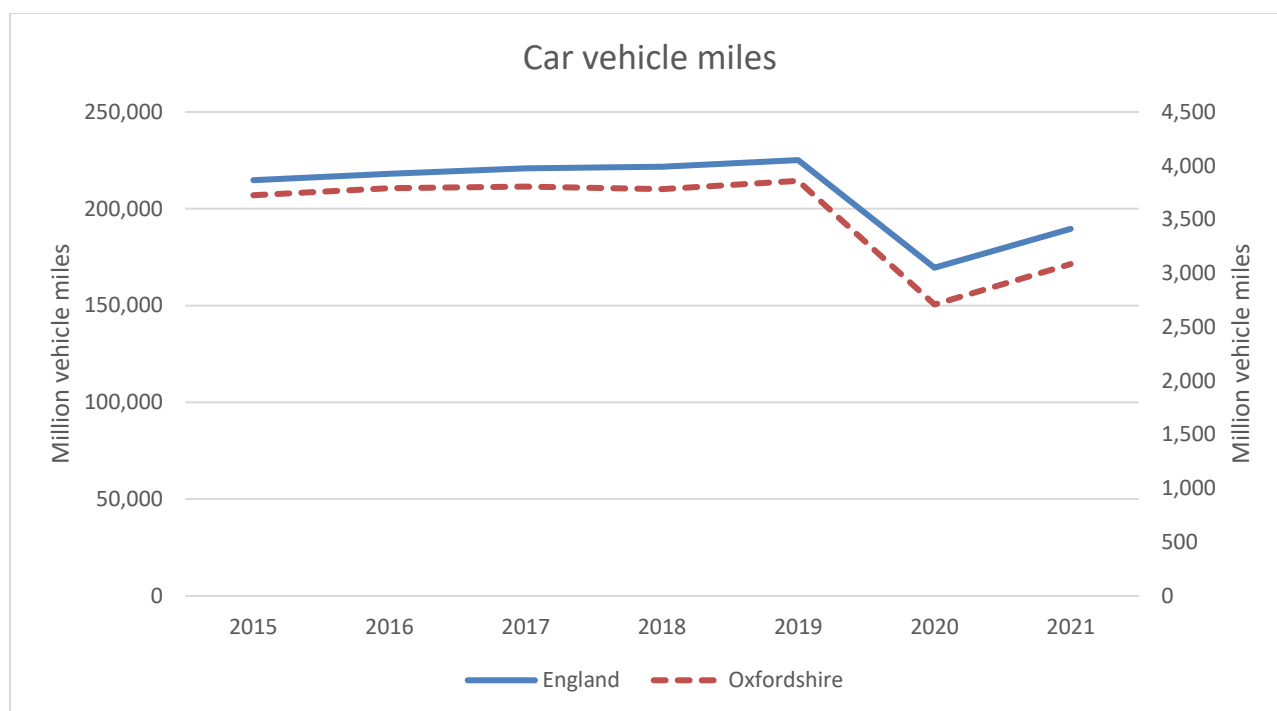


Figure 9 – Car vehicle mile trends in England (left axis) and Oxfordshire (right axis)

The most recent data for car vehicle miles is from 2021 and therefore is prior to the LTCP and affected by COVID-19. Car vehicle miles decreased by 19% in Oxfordshire in 2021 which is in line with the national average (-16%). The decreases observed are not likely to represent the current situation as traffic has largely returned to pre-COVID levels. We await publication of 2022 data to better understand the current situation. Analysis of car trips can be found in the headline target section.

Car ownership at the Oxfordshire level is currently best measured through the census. We now have outputs from the 2021 census which show that the percentage of households with access to 1 or more cars in Oxfordshire has increased by 2% compared to 2011. This change is in line with the national average (+2%). However, car ownership remains higher in Oxfordshire than the national average.

Car ownership is linked to car usage and increased car ownership also places pressure on road space. The LTCP seeks to improve the transport choices available and reduce reliance on the private car.

Whilst we know that there are many opportunities to reduce the number of car journeys and the length of journey, we recognise that the car will still be a part of Oxfordshire's transport system. It is important to support the uptake of zero tailpipe emission vehicles so that where car journeys are made, they produce less emissions. As shown, there has been a significant uptake of battery electric vehicles in Oxfordshire since 2019.

The 189% increase in registered battery electric vehicles since 2019 is lower than the national average (286%). This is likely due to Oxfordshire being an early adopter of electric vehicles with a 290% increase in registered battery electric vehicles between 2016 and

2019. This was higher than the national average across the same time period (222% increase).

Battery electric vehicles represent approximately 1.15% of licensed cars in Oxfordshire and has increased from 0.39% of licensed cars in 2019. This figure is slightly below the national average where battery electric vehicles represent approximately 1.67% of licensed cars. The county council continue to conduct a range of projects to support the uptake of electric vehicles, some of which are summarised later in this report.

Road highways maintenance condition

Indicator	Location	2018 (Baseline)	2023 (Current)	Change vs baseline (%)
Percentage of roads in good condition	Oxfordshire	47%	50%	+3%
	England	54%	50%	-4%
Percentage of roads in fair condition	Oxfordshire	43%	35%	-8%
	England	28%	32%	+4%
Percentage of roads in poor condition	Oxfordshire	10%	15%	+5%
	England	18%	18%	0%
Percentage of pavements / cycle ways in good condition	Oxfordshire	N/A	N/A	N/A
	England	N/A	N/A	N/A
Percentage of pavements / cycle ways in fair condition	Oxfordshire	N/A	N/A	N/A
	England	N/A	N/A	N/A
Percentage of pavements / cycle ways in poor condition	Oxfordshire	N/A	N/A	N/A
	England	N/A	N/A	N/A

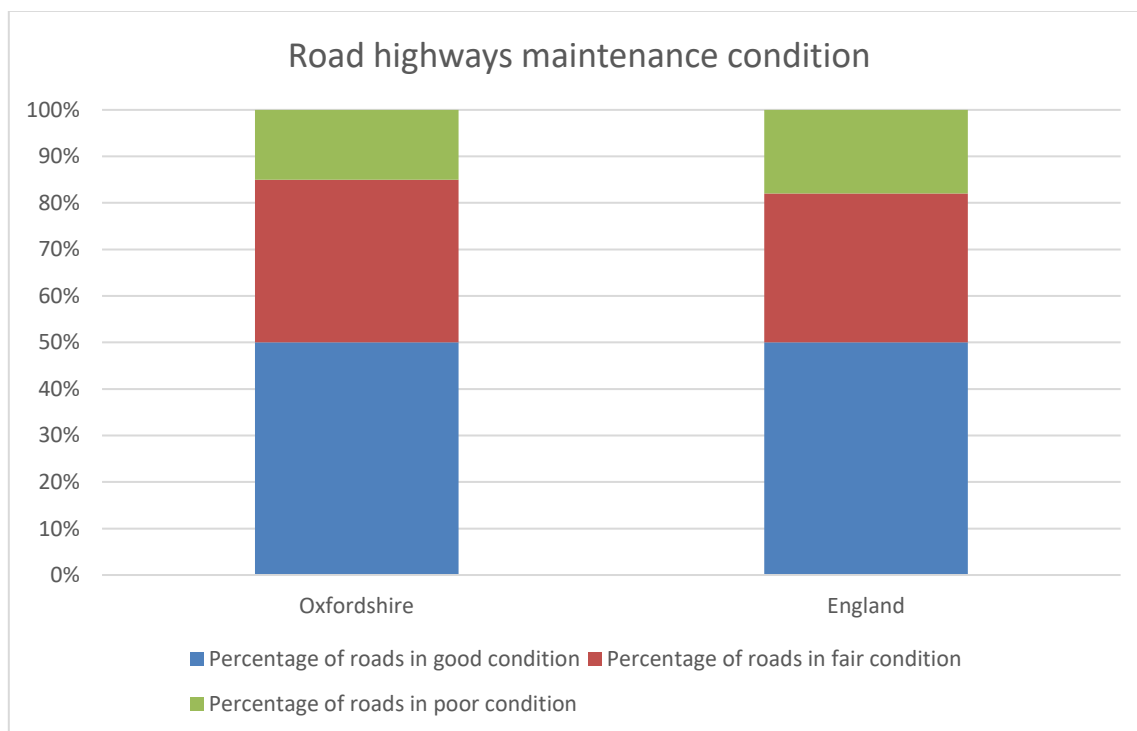


Figure 10 – 2023 road highways maintenance condition in England and Oxfordshire

The percentage of roads in 'Good' condition has increased since 2017-18. This is in contrast to a decreasing national trend and the number of roads in 'Good' condition is now in line with the national average.

Whilst the percentage of roads in 'Fair' condition has decreased, Oxfordshire has more roads in 'Fair' condition than the national average (35% compared to 32%). Similarly, Oxfordshire has fewer roads in 'Poor' condition than the national average (15% compared to 18%).

There is not currently a readily available data source about the condition of pavements and cycle ways. We will work to investigate this for future monitoring reports.



Delivery over the last year

This section provides an overview of progress made on delivering the LTCP policies over the last year (July 2022 – July 2023). The section is structured according to the LTCP policy focus areas to highlight the progress made in each policy area.

This section demonstrates the significant level of delivery made since the LTCP's adoption in July 2022. However, as noted previously in this report, much of the latest data is from before the LTCP's implementation and owing to the time it will take to significantly change travel patterns in the county, the impacts of this work will not immediately be seen in future monitoring reports. We will therefore continue to deliver programmes of improvements across the county and monitor the impacts of these alongside the annual monitoring of the broader LTCP targets and KPIs.

Walking and cycling

- Abingdon-on-Thames, Banbury and Witney Local Cycling and Walking Infrastructure Plans approved.
- Strategic Active Travel Network developed.
- Delivery of 10 km of Quickway cycle routes in East Oxford including extensions of 20mph.
- Approval of Low Traffic Neighbourhoods in Cowley area and delivery of 18 km of Quietway cycle routes within LTN areas.
- 19 Active Oxfordshire community activation projects run with 379 participants.
- 711 Street Tag users walking approximately 172 million steps and 228,193 miles (September 2022 - February 2023).
- 157 schools registered to use Street Tag, of which 147 are active.

Healthy place shaping

- 7 school travel plans nationally accredited. A further 283 schools are registered on the travel plan platform, and we are or have been actively working with many of these, with many nearing accreditation.
- 4 school streets made permanent.
- Co-production with Abingdon-on-Thames Town Councillors, Oxford Bus Company and Abingdon Liveable Streets to refine the Abingdon-on-Thames 20mph zone proposals.

Road safety

- As part of tranche 1 of the 20mph programme we have delivered 22% (51 out of 231) of the town and parish councils.
- We have a further 137 20mph zones planned as part of tranches 2 and 3. This will take the programme total to 82% of all town and parish councils having a 20mph.
- Vision zero summit held in November 2022 and strategy under development.



Public transport

- Investment to secure new bus service to Risinghurst and Northway, in Oxford, (Stagecoach route 14) following withdrawal of previous services.
- Bus Enhanced Partnership formally made with bus operators in January 2023.
- Transport hub strategy completed and approved in June 2023.

Digital connectivity

- Delivered or delivering a number of digital infrastructure projects:
 - Businesses in Rural Oxfordshire – European Agricultural Fund for Rural Development funded contracts with BT and Airband delivering ultrafast fibre broadband to rural Oxfordshire, focused on improving business productivity.
 - GigaHubs – Contract with Neos Networks to connect over 200 public service sites with gigabit-capable broadband.
 - 5G Coverage – Collaboration with FreshWave to utilise existing street furniture to rollout of 5G across Oxford.
 - Project Gigabit – Government funding of up to £114m to extend full-fibre coverage to over 68,000 hard-to-reach premises in Oxfordshire & West Berkshire.
 - Building Digital UK Gigabit Voucher scheme, subject to availability/timing of Project Gigabit.
 - County Council procurement of broadband connectivity for all council buildings.
 - Better Broadband for Oxfordshire – Contract completed enabling over 90,000 premises to access superfast broadband. The contract savings and income generation entirely fund the programme's ongoing costs.

Environment, carbon and air quality

- Park and Charge Oxfordshire completed, installing EV charging hubs in 20 council-owned car parks across the county.
- Electric vehicle car club pilot launches across the county in partnership with the City and District councils and commercial car club operators.

Network, parking and congestion management

- Network management plan 2023-28 approved by cabinet in February 2023. Includes hierarchy of road users and priority for roadworks in line with the LTCP.
- Updated Highway Infrastructure Asset Maintenance Approach approved by cabinet in September 2022. Includes consideration of LTCP priorities.
- Updated parking standards approved by cabinet in October 2022.
- Implementing Decide & Provide: Requirements for Transport Assessments document approved by cabinet in September 2022. This is one of the first, if not the first, document of its kind to be produced by a Local Highway Authority in England.

Innovation

- Launch of the UK's first fully electric autonomous bus service in Milton Park in March 2023.



- Funding secured from Innovate UK and project commenced in August 2022 to plan an unmanned aerial vehicle superhighway, covering between Reading, Milton Keynes, Coventry, Cambridge and Oxford.
- Earliest adopter of the Innovation Framework approach submitted a high level 'Innovation Plan', describing how the site will incorporate Innovation Framework principles, with their Outline planning application in March 2023.

Data

- LTCP monitoring report produced.
- Car trip monitoring framework established.

Freight and logistics

- Area weight restriction study completed.
- Oxfordshire Freight Steering Group established.
- Funding secured from Horizon Europe for a freight consolidation pilot in Oxford, with project commencing in January 2023.

Regional connectivity and cross-boundary working

- Ongoing engagement with neighbouring local authorities and sub-national transport bodies.

Local connectivity

- Central Oxfordshire Travel Plan approved by cabinet in November 2022.
- First phase of Didcot area travel plan has been completed.
- 3 area travel plans under development.
- A4074 and A44 corridor travel plans completed.



Future delivery

Good progress has been made on delivering the LTCP in this first year. However, we recognise that there is still a long way to go if we are to deliver our vision and targets for transport in Oxfordshire. We will therefore continue to work hard on delivering the LTCP over the next year.

It is important to note that councils no longer receive funding directly to spend on transport improvements and we do not currently have funding for all of the proposals identified. We will therefore continue to work hard to identify funding sources and bid for every suitable opportunity.

Over the next year we will continue work in all of the LTCP policy areas. Some key areas of planned work include:

- Development of LTCP part 2 supporting strategies, see next section for further detail.
- Development of LCWIPs for Charlbury, Chipping Norton, Thame, Wantage & Grove and Woodstock.
- Banbury Cherwell Street bus lane design work as part of the bus service improvement plan.
- Begin delivery of the Zero Emission Bus Regional Area (ZEBRA) in partnership with the bus operators.
- Begin delivery of transport hub programme utilising £0.5m funding allocated in the County Council's 2023/24 budget.
- Delivery of countywide community transport initiatives utilising £1.2m funding allocated in the County Council's 2023/24 budget.
- Improvements to bus information utilising £100,000 funding allocated in the County Council's 2023/24 budget.
- Further development of school streets programme utilising £500,000 funding allocated in the County Council's 2023/24 budget.
- Rail development and study work utilising £100,000 funding allocated in the County Council's 2023/24 budget.

Work will continue to monitor the targets and KPIs for inclusion in the 2023-24 annual monitoring report. As well as year to year trends, future reports will also evaluate longer term trends and geographic differences where feasible. Owing to the time taken to achieve significant modal shift, longer term trends will be critical to judging the success of the LTCP.

Part 2 supporting strategies

Following adoption of the LTCP, work has commenced on developing the 'Part 2' supporting strategies. An update on progress with these strategies is provided below.

Strategy	Update
Area travel plans	<ul style="list-style-type: none"> • Central Oxfordshire Travel Plan approved by cabinet in November 2022. • The first phase of a Didcot travel plan was completed



	<p>so that it can feed into a wider Didcot/Wantage/Grove (Science Vale) travel plan.</p> <ul style="list-style-type: none"> • Work is progressing on the Abingdon-on Thames, Bicester and Witney travel plans. • Initial work has been undertaken for the Banbury travel plan, with an engagement session with local businesses. • The Banbury, Science Vale, Carterton and Woodstock travel plans are expected to be the next ones developed.
Corridor travel plans	<ul style="list-style-type: none"> • A44 and A4074 travel plans completed, approval process and date to be confirmed. • The A41, A40 and A420 travel plans are expected to be the next ones developed.
Rail strategy	<ul style="list-style-type: none"> • Work planned to commence later in 2023.
Walking and cycling design guidance	<ul style="list-style-type: none"> • Work planned to commence later in 2023.
EV infrastructure strategy	<ul style="list-style-type: none"> • Work planned to commence later in 2023 on updating the Oxfordshire Electric Vehicle Infrastructure Strategy.



Central Oxfordshire Travel Plan

In support of the LTCP, a set of area and corridor travel plans are being developed. The area and corridor travel plans will outline how the LTCP vision and outcomes are delivered in locations across the county. They will create more detailed plans that can be used to guide future scheme development, funding bids, responses to planning applications and developer contributions.

The Central Oxfordshire Travel Plan (COTP) was the first area travel plan produced and approved by cabinet in November 2022. The strategy includes a set of KPIs to monitor progress which will be annually reported on through the LTCP monitoring report. The COTP monitoring has been included in the main LTCP monitoring report this year, we will publish a separate supporting report as further area travel plans are approved.

Many of the COTP KPIs align with those in the LTCP to provide consistency between the overarching policy document and individual area travel plans. Where possible, data for the COTP area has been identified and compared to both the countywide and national trends. However, some of the data is only available at the countywide level.

Furthermore, the COTP geographic area does not align with administrative boundaries and is therefore challenging to collect data for. For this report we have used data for Oxford as this constitutes the majority of the COTP area. We will work to improve and review our monitoring methodology moving forward.

The data sources used to monitor COTP are the same as those used for the LTCP. Previous commentary about data sources and limitations such as the impacts of COVID-19, are therefore the same and have not been repeated in full to prevent duplication.

Transport emissions

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Road transport emissions	Oxford	133.2 kt CO ₂	108.2 kt CO ₂	N/A	N/A
	Oxfordshire	1315.9 kt CO ₂	1058.3 kt CO ₂	N/A	N/A
	UK	100,783.6 kt CO ₂	82,791.9 kt CO ₂	N/A	N/A

Road transport emissions decreased by 19% in Oxford between 2019 and 2020, this was similar to the countywide average (20%). However, as highlighted in the headline target chapter this coincides with the COVID-19 lockdowns that began in March 2020 and significantly reduced the amount of travel.

Walking and cycling

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
% of adults that do any walking 3 times per week	Oxford	54.9%	51.9%	51.8%	N/A
	Oxfordshire	48.3%	46.5%	44.9%	N/A
	England	44.2%	42.5%	42.9%	N/A



% of adults that walk for leisure 3 times per week	Oxford	13.9%	29.3%	27.1%	N/A
	Oxfordshire	23.1%	33.3%	35%	N/A
	England	23.1%	29.1%	31%	N/A
% of adults that walk for travel 3 times per week	Oxford	35.6%	31.3%	24%	N/A
	Oxfordshire	25.3%	15.3%	13.3%	N/A
	England	22.7%	15.1%	13.1%	N/A
% of adults that do any cycling 3 times per week	Oxford	25.3%	20.8%	19.1%	N/A
	Oxfordshire	11.5%	10.2%	8.4%	N/A
	England	5.3%	5.3%	3.9%	N/A
% of adults that cycle for leisure 3 times per week	Oxford	3.7%	6.6%	3.8%	N/A
	Oxfordshire	2.9%	4.1%	2.5%	N/A
	England	2.1%	2.8%	1.8%	N/A
% of adults that cycle for travel 3 times per week	Oxford	22%	16.6%	14.4%	N/A
	Oxfordshire	8.5%	6.6%	5.5%	N/A
	England	3.1%	2.3%	2%	N/A
Number of walking trips	Oxford	650,000 per week	560,000 per week	595,000 per week	N/A
	Oxfordshire	2,600,000 per week	2,310,000 per week	2,350,000 per week	N/A
	England	N/A	N/A	N/A	N/A
Number of cycling trips	Oxford	300,000 per week	250,000 per week	225,000 per week	N/A
	Oxfordshire	630,000 per week	570,000 per week	460,000 per week	N/A
	England	N/A	N/A	N/A	N/A

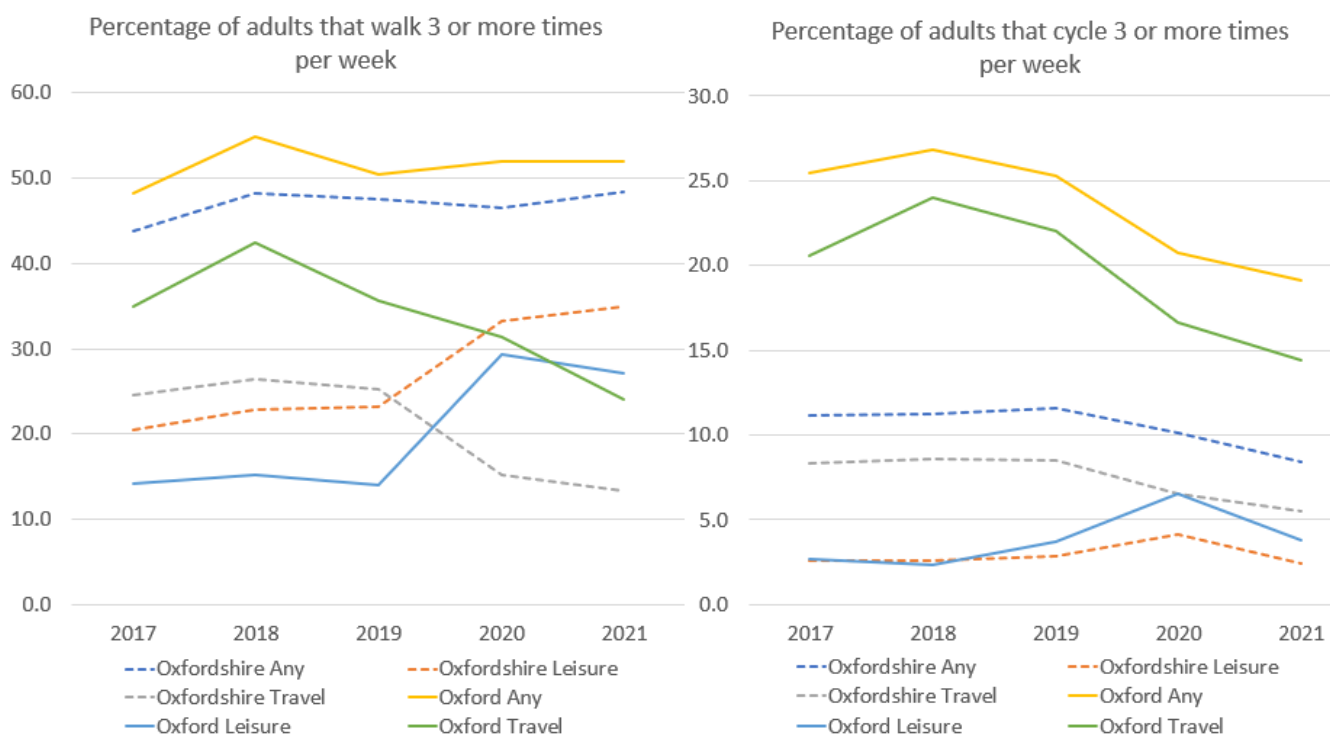


Figure 11 – Percentage of adults that walk or cycle 3 or more times per week. Oxford trends are shown with the solid lines, countywide averages with the dashed lines.

As highlighted previously, the walking and cycling KPIs use data for 2021, this is prior to publication of the LTCP and COTP and is also affected by COVID-19.

Oxford shows similar trends to the countywide averages for walking between 2019 and 2021. The overall number of trips fell by 9% between 2019 and 2021 which is in line with the countywide average (-10%). Similarly, the percentage of adults walking at least 3 times per week generally followed countywide trends.

Oxford also shows similar cycling trends to the countywide average, with the overall number of trips falling by 25% between 2019 and 2021 in line with the countywide average (-37%). Decreases in the percentage of adults that do any cycling or cycle for travel at least three times per week were larger in Oxford than the countywide average but the percentage of adults that cycle for leisure increased slightly in contrast to a slight decrease to the countywide and national averages.

The number and percentage of adults walking and cycling in Oxford remains higher than the countywide and national average. In particular, the number of cycling trips and the percentage of adults that do any cycling or cycling for travel at least three times per week are significantly higher than the countywide and national averages.

Physical activity

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
% of adults meeting physical activity recommendations	Oxford	74.4%	76.2%	75.9%	N/A
	Oxfordshire	73.6%	72.5%	73.4%	N/A
	England	67.2%	65.9%	67.3%	N/A
Percentage of children meeting physical activity recommendations	N/A	N/A	N/A	N/A	N/A

A higher percentage of Oxford adults meet the physical activity guideline than the countywide average. The level is also considerably higher than the national (65.9%) and regional averages (69.2%). Oxford is the district with the highest percentage of adults meeting physical activity recommendations in Oxfordshire.

Data about the percentage of children meeting physical activity recommendations is not available for Oxford. Further data and analysis of physical activity can be found in the LTCP KPI section of this report or the [Oxfordshire Joint Strategic Needs Assessment 2022](#).

Healthy place shaping

Indicator	Location	Baseline (2019)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Average Healthy Streets score improvement	N/A	N/A	N/A	N/A	N/A
20-minute	N/A	N/A	N/A	N/A	N/A

neighbourhood index					
---------------------	--	--	--	--	--

An update on work to monitor healthy place shaping KPIs can be found in the LTCP KPI section of this report.

Road safety

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)	Change vs baseline (%)
Total number of Killed or Seriously Injured (KSI)	Oxford	33	32	54	59	+79%
	Oxfordshire	233	225	246	306	+31%
	Great Britain	31,539	26,589	27,450	29,795	-6%
Pedestrian KSI	Oxford	8	5	16	10	+25%
	Oxfordshire	32	23	31	45	+41%
	Great Britain	7,043	5,861	4,734	6,161	-13%
Pedal cycle KSI	Oxford	20	16	20	27	+35%
	Oxfordshire	45	45	52	63	+40%
	Great Britain	4,392	4,156	4,596	4,365	-1%
Two-wheel motor vehicle KSI	Oxford	2	6	14	14	+600%
	Oxfordshire	44	45	52	66	+47%
	Great Britain	6,395	5,130	5,125	6,021	-6%
Motor vehicle KSI	Oxford	3	5	4	8	+167%
	Oxfordshire	111	108	106	132	+19%
	Great Britain	12,158	10,274	9,193	11,473	-6%

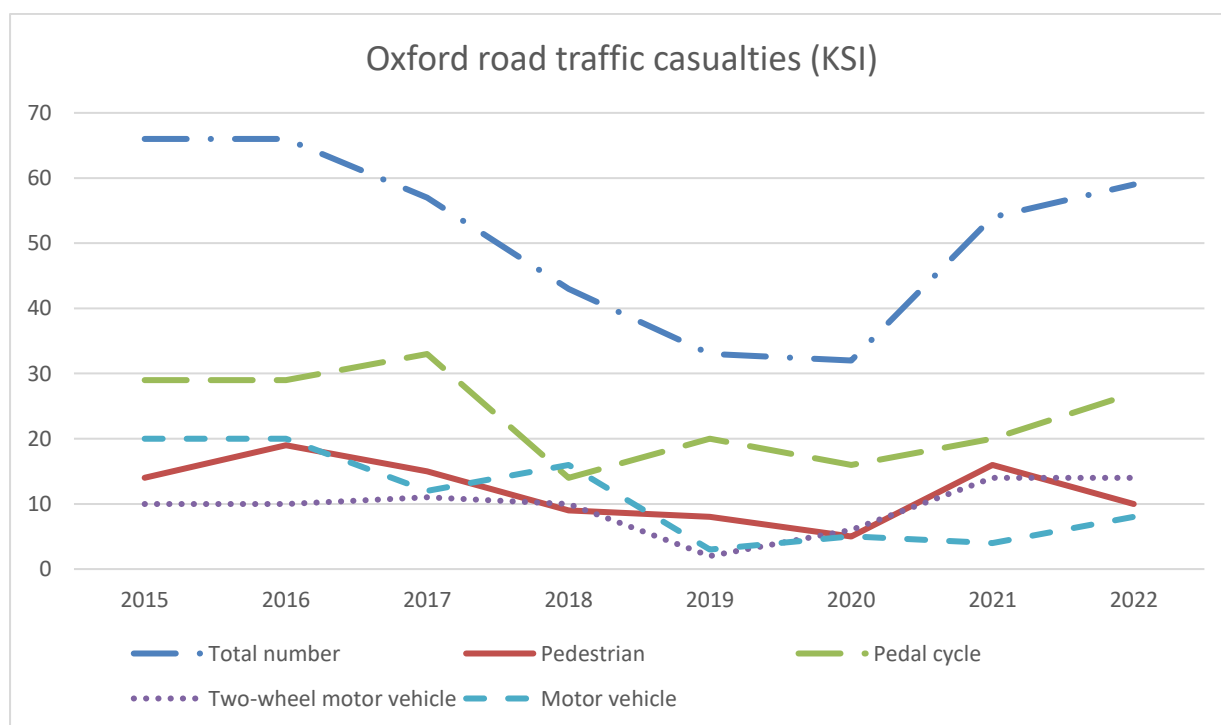


Figure 12 – Oxford road traffic casualties (killed or seriously injured) since 2015

Background to the road safety data can be found in the headline target chapter and some analysis of countywide trends in the LTCP KPI section. More detailed analysis and further data from 2021 can be found in the [Oxfordshire County Council Road Traffic Collisions: Casualty Data Summary 2021](#).

Oxford has the highest proportion of pedal cyclist road casualties in the county with 43% of the countywide total. However, Oxford has the lowest proportion of car occupant casualties with 6% of the countywide total. This reflects the different geography and travel patterns in Oxford compared to the rest of the county.

As shown in the table above the number of road deaths and higher severity injuries has decreased over the longer term but there has been an increasing trend since 2019, in line with the countywide average. There have been particularly concerning increases in the number of motor vehicle and motorcycle casualties in Oxford. As previously outlined, we are currently conducting detailed analysis to help understand these trends and will publish more analysis and further data in our annual casualty report.

Recognising the need to address these trends we adopted a 'Vision Zero' commitment in the LTCP. The COTP builds on this commitment and includes actions to help meet vision zero in the COTP area.

Public transport

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Passenger journeys on local bus services	N/A	N/A	N/A	N/A	N/A
Bus journey times	Oxford	N/A	N/A	N/A	N/A
	Oxfordshire	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A
Number of rail passenger journeys (rail station entries and exits)	Oxford	8,702,368	1,574,610	5,013,078	N/A
	Oxfordshire	21,700,000	3,950,376	12,600,000	N/A
	England	3,007,144,054	678,732,800	1,788,478,136	N/A
Number of park and ride passenger journeys	Oxford	N/A	N/A	-38% vs 2019	N/A
	England	N/A	N/A	N/A	N/A

Bus passenger journey data is only available at the countywide level, analysis can be found in the LTCP KPI section. The park and ride sites are all located in Oxford and so the data is the same as the LTCP KPI section.

We do not have data to include about changes to bus journey times for this year. We will work to establish a methodology moving forward and include data in future years reports. This work will align with other related workstreams such as ZEBRA.

The number of rail passengers fell at Oxford station by 42% between 2019 and 2021, in line with the countywide average (-42%) and national averages (-41%). As highlighted previously,

these figures are affected by COVID-19 and we will continue to review public transport usage.

Digital connectivity

Indicator	Location	2019 (Baseline)	2020	2021	2022	2023 (Current)	Change vs baseline (%)
Percentage of premises with superfast broadband	Oxford	99%	99.1%	99.3%	98.8%	98.9%	-0.1%
	Oxfordshire	98%	97.7%	98.2%	98.4%	98.5%	+0.5%
	England	96%	96.2%	97.3%	97.6%	97.9%	+1.9%
Percentage of premises with full fibre broadband	Oxford	0.3%	0.6%	1.1%	2.1%	15.1%	+14.8%
	Oxfordshire	10%	13.4%	17.4%	26.5%	39.9%	+29.9%
	England	6%	7.4%	22%	35.1%	49.5%	+43.8%

There has been a slight decline in the percentage of premises in Oxford with superfast broadband, but it remains above both the countywide (98.5%) and national averages (97.8%). There has been a 14.8% increase in the percentage of premises with full fibre broadband since 2019. As highlighted in the LTCP KPI section, we have worked hard to secure investment in Oxford and building has commenced on new full fibre networks which will further increase these levels in future years.

Air quality

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Road transport emissions	Oxford	133.2 kt CO ₂	108.2 kt CO ₂	N/A	N/A
	Oxfordshire	1315.9 kt CO ₂	1058.3 kt CO ₂	N/A	N/A
	UK	100,783.6 kt CO ₂	82,791.9 kt CO ₂	N/A	N/A
Years of healthy life lost (DALYs) due to ambient particulate matter	N/A	N/A	N/A	N/A	N/A

Analysis of road transport emissions has been covered previously in this section. Years of healthy life lost due to ambient particulate matter is currently only calculated at the countywide level.

Private car

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022 (Current)
Car vehicle miles	N/A	N/A	N/A	N/A	N/A
Number of car trips	N/A	N/A	N/A	N/A	N/A
Number of	Oxford	856	1,504	2,353	N/A

registered battery EVs	Oxfordshire	6,026	10,641	17,444	N/A
	England	480,531	995,291	1,853,434	N/A
Car ownership	Oxford	67% (2011)	N/A	68%	N/A
	Oxfordshire	82% (2011)	N/A	84%	N/A
	England	74% (2011)	N/A	76%	N/A

Data for car vehicle miles is only available at the countywide level and the number of car trips is not currently possible to calculate for specific towns. This is because the sample size of trips being used is not robust enough if narrowed down to an individual town level. In light of this, we will review the COTP KPIs and alternative ways of capturing this data.

As highlighted previously, car ownership is best measured through the census. The 2021 census shows that the percentage of households with access to 1 or more cars in Oxford has increased by 1% compared to 2011. Car ownership remains much lower in Oxford than the countywide average (84%) and has increased at a slightly lower rate.

The 175% increase in registered battery electric vehicles in Oxford since 2019 is broadly in line with the countywide average (189%) but lower than the national average (286%). Oxford is the district with the second lowest number of battery electric vehicles in the county, however due to the much lower levels of car ownership this means that there is a higher overall proportion of electric vehicles than some districts.

Road highways maintenance condition

Indicator	Baseline	Current	Change vs baseline (%)
Percentage of roads in good condition	N/A	N/A	N/A
Percentage of roads in fair condition	N/A	N/A	N/A
Percentage of roads in poor condition	N/A	N/A	N/A
Percentage of pavements / cycle ways in good condition	N/A	N/A	N/A
Percentage of pavements / cycle ways in fair condition	N/A	N/A	N/A
Percentage of pavements / cycle ways in poor condition	N/A	N/A	N/A

Road condition data is currently only available at the countywide level and so it is not duplicated here. As highlighted previously, there is not currently a readily available data source about the condition of pavements and cycle ways. We will work to investigate this for future monitoring reports.

Appendix 1 – Target and KPI data sources

Targets

Target	Source	Source name
2030		
Replace or remove 1 out of every 4 current car trips	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week	Sport England	Active Lives Survey
Increase the number of cycle trips in Oxford from 300,000 to 450,000 cycle trips per week	Sport England	Active Lives Survey
Reduce road fatalities or serious injuries by 50%	Compiled by OCC using Thames Valley Police reports	STATS-19
2040		
Deliver a net-zero transport network	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO ₂ emissions estimates (kt CO ₂) within the scope of influence of Local Authorities
Replace or remove an additional 1 out of every 3 current car trips in Oxfordshire	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
2050		
Deliver a transport network that contributes to a climate positive future	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO ₂ emissions estimates (kt CO ₂) within the scope of influence of Local Authorities
Have zero, or as close as possible, road fatalities or serious injuries	Compiled by OCC using Thames Valley Police reports	STATS-19

Key Performance Indicators

KPI	Source	Source name
Transport emissions		
Road transport emissions	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO ₂ emissions estimates (kt CO ₂) within the scope of influence of Local Authorities
Walking and cycling		
Percentage of adults that do any walking / walk for leisure / walk for travel 3 times per week	Sport England	Active Lives Survey / DfT CW0303
Percentage of adults that do any cycling / cycle for leisure / cycle for travel 3 times per week	Sport England	Active Lives Survey / DfT CW0302
Number of walking trips	N/A	N/A
Number of cycling trips	Sport England	Active Lives Survey
Physical activity		

Percentage of adults meeting physical activity recommendations	Public Health England	Public Health England Profiles - Physical Activity
Percentage of children meeting physical activity recommendations	Sport England	Active Lives Children and young people Survey
Healthy Place Shaping		
Average Healthy Streets score improvement	Lucy Saunders	Healthy streets design check tool
20 minute neighbourhood index improvements	OCC	20-minute neighbourhood mapping tool
Road safety		
Total number of KSI / KSI per mode	Compiled by OCC using Thames Valley Police reports	STATS-19
Public transport		
Passenger journeys on local bus services	Department for Transport	Passenger journeys on local bus services by local authority: England, from 2009/10
Passenger journeys on local bus services per head of the population	Department for Transport	Passenger journeys on local bus services per head by local authority: England, from 2009/10
Bus journey times	OCC / bus operators	N/A
Number of rail passenger journeys (rail station entries and exits)	Office of rail and road	Passenger entries and exits by station
Number of park and ride passenger journeys	OCC / bus operators	N/A
Digital connectivity		
Percentage of premises with superfast broadband	Think Broadband	Local broadband information
Percentage of premises with full fibre broadband	Think Broadband	Local broadband information
Air quality		
Road transport emissions	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO ₂ emissions estimates (kt CO ₂) within the scope of influence of Local Authorities
Years of healthy life lost (DALYs) due to ambient particulate matter	Oxfordshire Health and Wellbeing Joint Strategic Needs Assessment	N/A
Private car		
Car vehicle miles in Oxfordshire	Department for Transport	Motor vehicle traffic (vehicle miles) by local authority and selected vehicle type in Great Britain, annual from 1993
Number of car trips	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
Number of registered battery electric vehicles	Department for Transport	Licensed ultra low emission vehicles (ULEVs) at the end of

		the quarter by fuel type, keepership and upper and lower tier local authority, United Kingdom from 2011 Q4
Car ownership	Office for national statistics	Census - car or van availability
Road highways maintenance condition		
Percentage of roads in good / fair / poor condition	OCC	N/A
Percentage of pavements / cycle ways in good / fair / poor condition	N/A	N/A



Appendix 2 – LTCP car trip methodology

1. Match Automatic Traffic Counter count sites to OpenStreetMap network

To match the Automatic Traffic Counter (ATC) count sites to the OpenStreetMap (OSM) network, we began by identifying the ATC count sites and obtaining their geographic coordinates. These coordinates serve as the reference points for locating the ATC sites within the OSM network.

Next, we utilised Open Street Map (OSM) network data, which provides a detailed representation of road networks, including nodes and edges. By leveraging this data, we matched each ATC count site to the nearest network nodes in the OSM data based on their geographic coordinates. This matching process allows us to associate each ATC site with the corresponding location on the OSM network.

2. Filter out ATC sites we don't need

To ensure that our analysis focuses only on relevant traffic locations, we filtered out ATC sites that are not essential for our purposes. For instance, we excluded ATC sites situated within car parks or other areas unrelated to traffic flow. By removing these unnecessary sites, we streamlined the subsequent analysis and ensured that our results accurately reflect the traffic patterns we intended to study.

3. Match trip trajectories to OSM network

To analyse the trips in relation to the OSM network, we obtained car trip trajectory data. These trajectories consist of sequences of GPS coordinates recorded during each car trip. The trajectory data is anonymously sent from consenting cars to summarise a route taken and provides trip summaries for a small number of trips (current INRIX telematics data includes approximately 2-10% of car trips in the county but we have only used personal car trips which are less than 1% of the sample).

By associating these GPS coordinates with the nearest network nodes in the OSM data, we matched the trip trajectories to the OSM network. This matching process allows us to establish a connection between the recorded trips and the road network represented in the OSM data. It enables us to precisely track the paths taken by the trips and determine their interaction with the road infrastructure.

4. Find trips that pass-through ATC sites

After matching the trip trajectories to the OSM network, we identified trips that intersect or pass through the ATC sites. By comparing the trip trajectories with the locations of the ATC sites, we were able to pinpoint the trips that directly interacted with these specific locations.

This step is crucial for our analysis as it helps us identify trips that contribute to the traffic counts recorded at the ATC sites. By isolating these trips, we can accurately measure their impact on the traffic flow and ensure that they are appropriately accounted for in our calculations.



5. Assign each trip to an appropriate ATC site

To avoid double-counting trips and ensure accurate attribution, we assigned each trip that passed through an ATC site to the appropriate location. This assignment process involved associating each trip with the specific ATC site it intersected or passed through during its trajectory.

By assigning each trip to its corresponding ATC site, we establish a clear relationship between the recorded trip and the location where it contributes to the traffic count. This step is essential for accurate analysis and prevents duplicate counting of trips, enabling precise calculations of trip volumes at each ATC site.

6. Scale trip count by ATC count

To accurately represent the total trip count passing through each ATC site, we scaled the trip count by the count recorded at that ATC site. This scaling factor accounts for the discrepancy in counts between the trip data and the actual count data obtained from the ATC sites.

By multiplying the number of trips assigned to each ATC site by the count recorded at that site, we ensure that the trip counts are proportionate and representative of the actual traffic volumes. This scaling process allows us to obtain reliable and meaningful trip count data for further analysis.

7. Cluster trip density to create 'virtual ATC' sites

For trips that do not pass through any ATC sites, we employed a clustering technique to identify areas with high trip densities. These areas, referred to as 'Virtual ATC' sites, represent regions where trip activity is concentrated despite the absence of an ATC site.

By clustering the trip density, we can identify spatial patterns and hotspots of trip activity. This approach allows us to create virtual representations of ATC sites in areas where they are not physically present, ensuring comprehensive coverage of trip data and capturing areas of significant trip concentration.

8. Repeat process to assign trips to 'virtual ATCs'

Like the assignment process for ATC sites, we repeated the process to assign the remaining trips to the 'Virtual ATC' sites. By comparing the trip trajectories with the locations of the virtual sites, we associated each trip with the nearest 'Virtual ATC' site.

This step ensures that all trips, including those that do not pass-through physical ATC sites, are appropriately accounted for in the analysis. Assigning these trips to the 'Virtual ATC' sites allows us to capture their contribution to the overall trip counts and accurately represent their impact on traffic volumes.

9. Scale trip count assigned to 'virtual ATCs'

To account for the density of trips in each cluster and ensure accurate representation, we applied a scaling factor to the trip count assigned to the 'Virtual ATC' sites. This scaling process adjusts the trip counts based on the concentration of trips within each cluster.



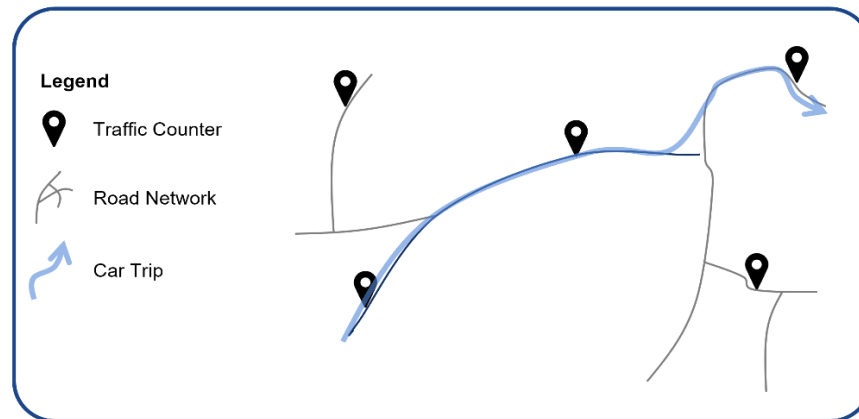
By scaling the trip counts assigned to the 'Virtual ATC' sites, we can accurately represent the trip activity in these areas. This step ensures that the virtual sites effectively capture the volume of trips they represent, providing reliable data for analysis and interpretation.

10. Collect total trip counts and standard deviations

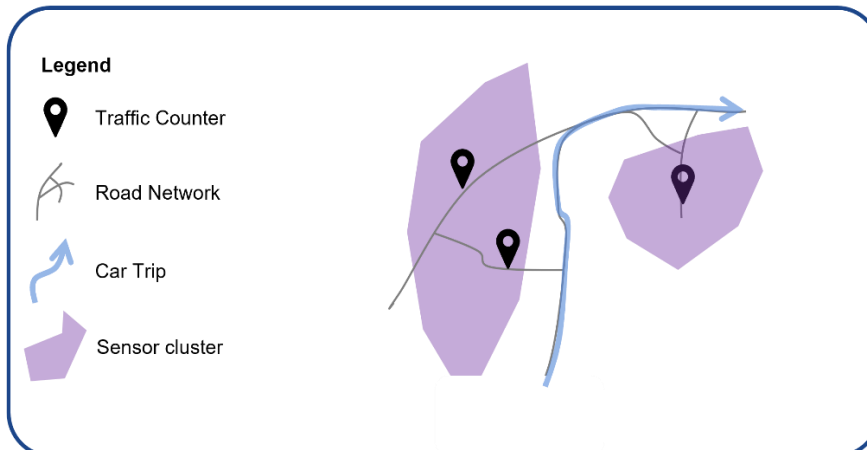
Finally, we collected the total trip counts and calculated standard deviations to provide an indication of variability and error bounds in the dataset. By summing the trip counts for all ATC sites and 'Virtual ATC' sites, we obtained the overall trip count for the study area.

Additionally, calculating the standard deviations allows us to understand the variability in the trip counts and assess the level of uncertainty in our measurements. These statistical measures provide valuable insights into the reliability and robustness of our dataset, enabling informed analysis and interpretation of the results.

Summary



- For each sensor, find the probability that a trip passes.
- Use this to weight each sensor.
- Use weighting to calculate how much of the sensors count should contribute to the trips count.



- Identify trips that don't pass a sensor or through a sensor cluster.
- Count these trips.
- Multiply up from the sample to reflect the statistical population.
- Add to the previous calculation.



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE



Cherwell District Council and Oxfordshire County Council

Equality and Climate Impact Assessment

Local Transport and Connectivity Plan

August 2021

Contents

Section 1: Summary details.....	3
Section 2: Detail of proposal.....	4
Section 3: Impact Assessment - Protected Characteristics.....	8
Section 3: Impact Assessment - Additional Community Impacts	14
Section 3: Impact Assessment - Additional Wider Impacts	17
Section 3: Impact Assessment - Climate Change Impacts	18
Section 4: Review	21

Section 1: Summary details

Directorate and Service Area	Environment and Place, Strategic Infrastructure and Planning
What is being assessed (e.g. name of policy, procedure, project, service or proposed service change).	Local Transport and Connectivity Plan
Is this a new or existing function or policy?	New policy document
Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment).	<p>The LTCP outlines a clear vision to deliver a zero-carbon Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents.</p> <p>We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in a range of key categories in order to achieve this.</p> <p>Possible impacts include improved accessibility benefitting older and disabled residents. It will also help to improve connectivity for rural areas and create a more balanced transport system benefitting all residents, including those in areas of deprivation.</p> <p>Impacts also include benefits for other council services, such as through improved health and a significant contribution to reducing carbon emissions from transport by changing the way residents travel.</p>
Completed By	Joe Kay / Melissa Goodacre
Authorised By	Lauren Rushen / Sandra Fisher-Martins
Date of Assessment	August 2021

Section 2: Detail of proposal

<p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>Local Transport Plans are statutory documents, required under the Transport Act 2008. We are calling ours the Local Transport and Connectivity Plan (LTCP), to better reflect our strategy both for digital infrastructure and for connecting the whole county.</p> <p>The LTCP outlines our long term vision for transport in the county and the policies required to deliver this. The LTCP vision and policies will be used to influence and inform how we manage transport and the types of schemes we implement.</p> <p>The current Local Transport Plan 4 (LTP4) was adopted by the Council in 2016. It has provided a strategic transport policy framework for Oxfordshire over the last few years. However, the local and regional policy context has changed significantly since the publication of LTP4.</p> <p>This includes the council's new corporate priorities, commitment to enabling a zero carbon Oxfordshire by 2050 and increased national emphasis on encouraging walking, cycling and public transport use. The LTCP is an opportunity to develop a transport policy framework that reflects these changes and implements a new way of thinking.</p>
<p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>The LTCP outlines a clear vision to deliver a zero-carbon Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents.</p> <p>We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in the following key categories in order to achieve this:</p> <ul style="list-style-type: none"> • Walking and cycling • Healthy place shaping • Road safety • Digital connectivity • Public transport • Air and environmental quality • Network and congestion management • Innovation • Data • Freight

	<ul style="list-style-type: none"> • Regional connectivity • Local connectivity <p>It was decided that this was the best course of action in order to address the following key challenges. These were identified from evidence base analysis, stakeholder engagement and public consultation:</p> <ul style="list-style-type: none"> • Decarbonisation – Delivering a zero-carbon transport system is a critical part of contributing to UK targets and addressing climate change. • The private car – Increasing private car use is having negative impacts on human health and the environment. • Future growth – Proposals for over 85,000 new jobs and 100,000 new homes in the county will have a significant impact on our transport network. • Connectivity – There is a need to improve connectivity by all modes, particularly along certain corridors. • Wider challenges – Transport is also critical to addressing wider challenges, notably public health, inequalities, air quality, safety and climate action. <p>This course of action was also required because previous approaches to reducing car use in the county have not been successful. Attempts to manage traffic flow and accommodate other modes have been unsuccessful as the car remains the dominant mode of choice. This has created environments that are not welcoming places for people and negatively impact on biodiversity and air quality.</p>
<p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p>	<p>The LTCP is supported by an evidence baseline report. Analysis of this data has helped to identify the challenges and underpin the policies identified. This report includes data about:</p> <ul style="list-style-type: none"> • Policy context • Road and rail links • Private car • Public transport • Walking and cycling • Road safety • Air quality • Freight • Highway maintenance • Health

- Natural and historic environment
- Rivers and canals
- Population
- Young people
- Deprivation
- Urban vs rural
- Economy
- Digital connectivity
- Future housing and jobs

There have also been 2 rounds of public engagement on the LTCP to date. An engagement exercise was undertaken in Spring 2020, with the public and stakeholders asked to comment on a series of topic papers focused on different transport and connectivity topics.

Following this, public consultation was conducted on the vision document in February-March 2021. This included seeking feedback on the draft vision, key themes and proposed policies. Feedback from this consultation has been used to refine the vision, key themes and policies in the LTCP.

There has also been engagement with County Councillors through the cross-party Transport Cabinet Advisory Group and Locality Meetings and broader stakeholders via the LTCP Stakeholder Group. The Steering Group includes representatives from transport operators, transport user groups, the Local Enterprise Partnership, and the key employers of Oxford University and Oxford Brookes.

All of this engagement has helped to understand different groups needs and refine the proposals in the LTCP.

<p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p>	<p>A do nothing approach was not considered appropriate for a range of reasons. This includes:</p> <ul style="list-style-type: none"> • Changes to national, sub-national and local policy since 2016 that need to be reflected • The previous LTP4 does not account for new priorities such as decarbonisation • The need for a new approach to transport policy if we are to tackle transport and associated challenges in the county such as congestion and air quality. <p>During the policy drafting process, a range of policies have been developed and amended. There are currently over 80 policies in the LTCP, so we have not included all approaches that were considered here. However, reasons for not progressing certain approaches include poor alignment with the vision and broader objectives, level of ambition and feasibility challenges.</p> <p>The Integrated Sustainability Appraisal that accompanies the LTCP includes a more detailed assessment of reasonable alternatives.</p>
--	--

Section 3: Impact Assessment - Protected Characteristics

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>LTCP includes policies that will improve accessibility, benefitting older and younger residents.</p> <p>Key policies that will improve accessibility for different age groups are summarised below.</p> <p>Walking and cycling – All of the policies in the walking and cycling section seek to improve the choice of routes available and the range of resident they support. This includes developing greenways which will be traffic free routes for less experienced cyclists such as children.</p> <p>School Streets – Will improve road safety by closing roads and make it easier for children to access school by walking or cycling.</p> <p>Community Transport – Offers transport solutions to those that are elderly or less mobile, helping to improve accessibility and tackle isolation.</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>LTCP includes policies that will improve accessibility, benefitting disabled residents.</p> <p>Key policies that will improve accessibility for disabled residents are summarised below.</p> <p>Transport user hierarchy – Outlines the way in which we will develop, assess and prioritise transport schemes and policies. This includes mobility aids and non-standard bicycles etc. ensuring future work will consider the needs of disabled residents.</p> <p>Healthy Streets Approach - Embedding the Healthy Streets Approach into relevant guidance and decision making processes will improve the human experience of streets and consider factors directly related to disability.</p> <p>Connected and Autonomous Vehicles (CAV) – Supporting the uptake of CAV's has the potential to improve the accessibility of disabled residents.</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
------------	--------------------------	-------------------------------------	--------------------------	--	--	---	---------------------------------------

Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Marriage & Civil Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>LTCP includes policies that will help to improve access to walking and cycling infrastructure for ethnic minority groups.</p> <p>Key policies that will help to achieve this are summarised below.</p> <p>Walking and cycling - All of the policies in the walking and cycling section seek to improve the choice of routes available and the range of residents they support.</p> <p>Health Impact Assessment (HIA) – By requiring HIA's for significant infrastructure projects we will ensure impacts on vulnerable or disadvantaged groups are identified and addressed.</p> <p>Community activation – Measures to support infrastructure schemes will enable the whole community and particularly those with greatest need to benefit from the improvements.</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
------	--------------------------	-------------------------------------	--------------------------	---	--	---	---------------------------------------

Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>LTCP includes policies that will help to improve access to walking and cycling infrastructure for women.</p> <p>Key policies that will help to achieve this are the same as those summarised in the previous row.</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Section 3: Impact Assessment - Additional Community Impacts

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (* Job Title, Organisation)	Timescale and monitoring arrangements
Rural communities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The LTCP includes specific consideration for rural communities and includes policies that will improve connectivity.</p> <p>Key policies that will help to achieve this are summarised below.</p> <p>Strategic active travel network (SATN) – Development of the SATN will serve as a roadmap for planning walking and cycling improvements in the more rural areas of the county.</p> <p>Greenways – Development of Oxfordshire Greenways will provide off-road routes for active travel in rural areas.</p> <p>Rural journeys – This policy will ensure we work with partners and stakeholders to develop tailored solutions for our smaller market towns and rural areas that improve connectivity,</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
				accessibility, and contribute to delivery of our transport vision			
Armed Forces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Areas of deprivation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The LTCP and its policies will benefit all residents including those in areas of deprivation.</p> <p>Key policies that will help to achieve this are summarised below.</p> <p>Health Impact Assessment (HIA) – By requiring HIA's for significant infrastructure projects we will ensure impacts on vulnerable or disadvantaged groups are identified and addressed.</p> <p>Community activation – Measures to support infrastructure schemes will enable the whole community and particularly those with greatest</p>		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
				<p>need to benefit from the improvements.</p> <p>Passenger micromobility – Will improve simple, low cost access to bicycles and e-scooters for all residents and help to unlock more town for more people.</p>			

Section 3: Impact Assessment - Additional Wider Impacts

Additional Wider Impacts	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Other Council Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The LTCP will benefit resident's health, wellbeing and accessibility. This will have positive impacts on other services such as public health.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Social Value ¹	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

¹ If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

Section 3: Impact Assessment - Climate Change Impacts

Climate change impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (* Job Title, Organisation)	Timescale and monitoring arrangements
Energy use in our buildings or highways	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The LTCP will be a key part of changing how residents travel and reducing carbon emissions on our highways.</p> <p>This includes a policy which commits the council to assessing, managing and minimising embodied and operational carbon in transport infrastructure projects.</p>	Assessment of embodied and operational carbon will help future transport infrastructure projects to mitigate or reduce future carbon emissions.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Our fleet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Staff travel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Through the LTCP vision, policies and associated communication, the LTCP may help to change staff travel patterns and encourage the use of walking, cycling, shared and public transport.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Purchased services and products	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

(including construction)							
Maintained schools	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

OCC and CDC aim to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to

We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to:

Climate change impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
Enable carbon emissions reduction at district/county level?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The LTCP will be a key part of changing how residents travel and reducing carbon emissions from transport.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

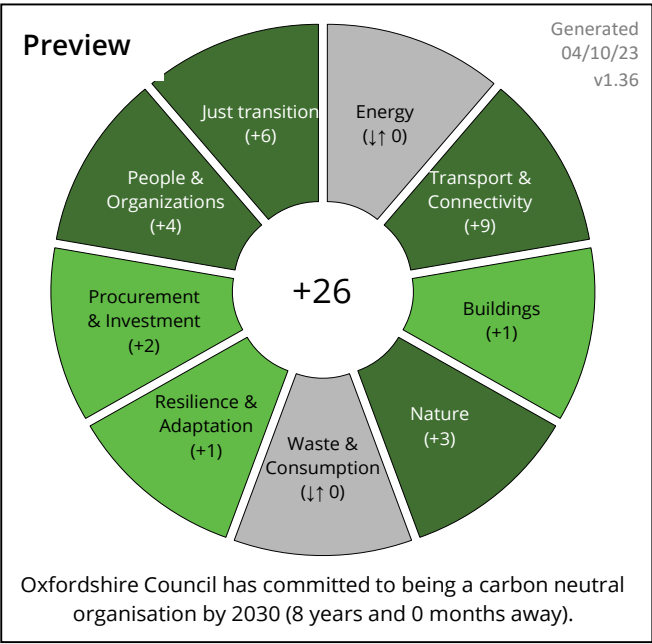
Review Date	February 2023 (annual review of LTCP following adoption in early 2022)
Person Responsible for Review	Joe Kay, Strategic Transport Lead
Authorised By	Lauren Rushen / Sandra Fisher-Martins

This page is intentionally left blank

Climate Impact Assessment

Summary

Directorate and Service Area	Environment and place, Strategic Infrastructure and Planning
What is being assessed	Local Transport and Connectivity Plan
Is this a new or existing function or policy?	New policy document
Summary of assessment	<p>The LTCP outlines a clear vision to deliver a net-zero Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents.</p> <p>We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in a range of categories in order to achieve this.</p>
Completed by	Joe Kay
Climate action sign off by	Tammy Marrett
Director sign off by	
Assessment date	44664



Detail of proposal

Context / Background	<p>Local Transport Plans are statutory documents, required under the Transport Act 2008. We are calling ours the Local Transport and Connectivity Plan (LTCP), to better reflect our strategy both for digital infrastructure and for connecting the whole county.</p> <p>The LTCP outlines our long term vision for transport in the county and the policies required to deliver this. The LTCP vision and policies will be used to influence and inform how we manage transport and the types of schemes we implement.</p>
Proposal	<p>The LTCP outlines a clear vision to deliver a zero-carbon Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents.</p> <p>We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in the following key categories in order to achieve this:</p> <ul style="list-style-type: none"> • Walking and cycling • Healthy place shaping • Road safety • Digital connectivity • Public transport • Air and environmental quality • Network and congestion management • Innovation
Evidence / Intelligence	<p>The LTCP is supported by an evidence baseline report. Analysis of this data has helped to identify the challenges and underpin the policies identified. This report includes data about:</p> <ul style="list-style-type: none"> • Policy context • Road and rail links • Private car • Public transport • Walking and cycling • Road safety • Air quality • Freight • Highway maintenance • Health • Natural and historic environment • Rivers and canals
Alternatives considered / rejected	<p>A do nothing approach was not considered appropriate for a range of reasons. This includes:</p> <ul style="list-style-type: none"> • Changes to national, sub-national and local policy since 2016 that need to be reflected • The previous LTP4 does not account for new priorities such as decarbonisation • The need for a new approach to transport policy if we are to tackle transport and associated challenges in the county such as congestion and air quality. <p>During the policy drafting process, a range of policies have been developed and amended. There are currently over 90 policies in the LTCP, so we have not included all approaches that were considered here. However, reasons for not progressing certain approaches include poor alignment with the vision and broader objectives, level of ambition and feasibility challenges.</p> <p>The Integrated Sustainability Appraisal that accompanies the LTCP includes a more detailed assessment of reasonable alternatives.</p>

Category	Impact criteria	Score (-3 to +3)	Description of impact	Actions or mitigations to reduce negative impacts	Action owner	Timeline and monitoring arrangements
Energy	Increases energy efficiency	0	Not applicable			
Energy	Promotes a switch to low-carbon or renewable energy	0	Not applicable			
Energy	Promotes resilient, local, smart energy systems	0	Not applicable			
Transport & Connectivity	Reduces need to travel and/or the need for private car ownership	2	The LTCP includes policies to support digital connectivity and shared mobility. It will also be used to influence spatial planning and encourage the development of 20 minute neighbourhoods.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Transport & Connectivity	Supports active travel	3	The LTCP policies will be central to influencing and supporting work on active travel.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Transport & Connectivity	Increases use of public transport	2	The LTCP policies will be central to influencing and supporting work on public transport.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Transport & Connectivity	Accelerates electrification of transport	2	The LTCP includes policies to support the uptake of electric vehicles.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Buildings	Promotes net zero new builds and developments	1	The LTCP includes policies which will be a key part of changing how residents travel and encouraging sustainable transport use in new developments.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Buildings	Accelerates retrofitting of existing buildings	0	Not applicable		
Nature	Protects, restores or enhances biodiversity, landscape and ecosystems	1	The LTCP includes policies related to the development of green infrastructure. Reducing private car use and encouraging modal shift to sustainable alternatives will help to protect biodiversity.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Nature	Develops blue and green infrastructure	1	The LTCP includes policy on the protection, maintenance and enhancement of Green Infrastructure.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Nature	Improves access to nature and green spaces	1	The LTCP will help to improve access to nature and green spaces. This includes development of a strategic active travel network and greenways.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Waste & Consumption	Reduces overall consumption	0	Not applicable		
Waste & Consumption	Supports waste prevention and drive reuse and recycling	0	Not applicable		
Resilience & Adaptation	Increases resilience to flooding	0	Not applicable		
Resilience & Adaptation	Increases resilience to other extreme weather events (e.g., storms, cold snaps, heatwaves, droughts)	0	Not applicable		

Resilience & Adaptation	Increases resilience of council services, communities, energy systems, transport infrastructure and/or supply chains	1	The LTCP includes asset management policies which outline how the council will take a long term sustainable approach. This will increase resilience of the transport infrastructure.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Procurement & Investment	Procurement practices prioritise low-carbon options, circular economy and sustainability	0	Not applicable		
Procurement & Investment	Investment being considered supports climate action/ is consistent with path to net zero	2	The LTCP and area strategies will be used to inform the transport schemes identified. This will ensure schemes are consistent with delivering net-zero transport.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
People & Organizations	Drives behavioural change to address the climate and ecological emergency	2	The LTCP and supporting schemes will encourage behaviour change to more sustainable modes of transport. The LTCP includes specific policies on community activation to assist with this.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
People & Organizations	Drives organizational and systemic change to address the climate and ecological emergency	2	The LTCP and policies will be used to change organisational decision making and work to ensure it considers net-zero transport.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Just transition	Promotes green innovation and job creation	The LTCP includes policies to support innovative transport and a living lab approach.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Just transition	Promotes health and wellbeing	The LTCP promotes health and wellbeing by encouraging increased walking and cycling.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Just transition	Reduces poverty and inequality	The LTCP will help to address inequality by delivering transport improvements for all residents and creating a more balanced transport system. There are specific policies to ensure that all residents can receive the benefits of transport improvements, notably community activation.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

CABINET – 17 OCTOBER 2023

CAPITAL PROGRAMME UPDATE AND MONITORING REPORT

Report by the Director of Finance

Recommendations

1. The Cabinet is RECOMMENDED to:

Capital Programme

1. Accept the latest capital monitoring position for 2023/24 set out in Annex 1.
2. Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report, noting the return of £1.2m corporate funds from the Defect Liability Programme.

Additions to the Capital Programme

3. Approve the inclusion of Oathill Lodge - a Children's Residential Home - into the Capital Programme, releasing £2.528m of funding agreed by Council in February 2023 (paragraph 56).
4. Approve the inclusion of Greenways, Wootton - a Children's Residential Home - into the Capital Programme, releasing funds of £2.065m agreed by Council in February 2023 (paragraph 58).
5. Approve the inclusion of Thames Path Bank Repairs into the Capital Programme using £1.5m of earmarked reserves approved by Council in February 2023 (paragraph 60).

Grant funding Bids

6. Agree to proceed with a bid for Local Electric Vehicle Infrastructure Funding and to seek permission to enter procurement (paragraph 62).
7. Agree to proceed with a bid for the Property Decarbonisation Programme funding (paragraph 64).

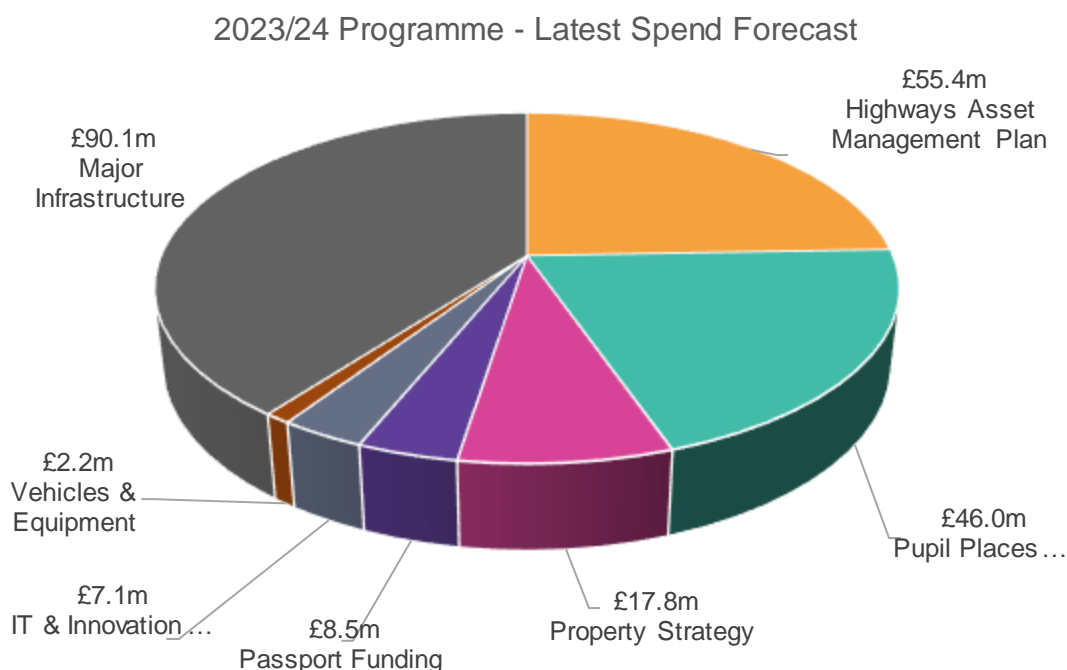
2. The Council's Strategic Plan has set out a clear vision for the county, centred around strong local communities, healthy places to live, and a zero-carbon economy that benefits everyone. The strategic plan has nine priorities with a set of objectives for each. The capital and investment strategy agreed in February 2023 articulates how the Council's capital investment will help achieve this vision and the nine priorities.
3. The Capital programme also supports statutory functions such as school placements and urgent health and safety capital maintenance works.
4. The ten-year Capital Programme sets out how the Council will use capital expenditure to deliver these council priorities. The Capital Programme is updated quarterly and fully refreshed annually as part of the Budget and Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.
5. This is the second quarterly capital programme update and monitoring report for 2023/24 and sets out the monitoring position based on activity to the end of Aug 2023. The report also provides an update to the Capital Programme approved by Council in February 2023 taking into account additional funding and new schemes. The updated programme also incorporates changes agreed through the Capital Programme Approval Reports to Cabinet during the year as well as new funding.
6. The forecast programme expenditure for 2023/24 is £226.9m (excluding earmarked reserves). This has decreased by £21.9m compared to the latest capital programme for 2023/24 approved by Cabinet in July 2023. The updated programme reflects the spend profile from the latest delivery timeframes and the inclusion of new grants received by the Council.
7. Due to a number of new inclusions and changes, the total ten-year capital programme (2023/24 to 2032/33) is now £1,269.5m. The updated capital programme summary is set out in Annex 2. The main changes since the report to Cabinet in July 2023 are set out in this report.

Introduction

8. Capital expenditure is defined as spending that creates an asset for the council (e.g. buildings, vehicles and equipment) as well as spending which meets the definition in regulations specified under the Local Government Act 2003. This includes spend on non-current assets that are not owned by the council such as academies and the award of capital grants and funding agreements.
9. The capital programme supports the delivery of the council's priorities as set out in the Strategic Plan. The programme is updated quarterly and fully refreshed annually as part of the Budget and Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.
10. The programme is structured as follows:

- **Pupil Place Plan:** including basic need (new schools and expansion), maintenance, health and safety and improvements
- **Major Infrastructure:** including Growth Deal Infrastructure programme
- **Highways and structural maintenance:** including street lighting, and bridges
- **Property Strategy:** including health & safety, maintenance, improvements and the Investment Strategy
- **IT, Digital & Innovation Strategy:** including broadband and equipment
- **Passported Funds:** including Disabled Facilities Grant and Devolved Schools Capital
- **Vehicles and Equipment:** including fire and rescue vehicles and equipment

11. The detailed investment profile for the 2023/24 Capital Programme is set out below:



12. This is the second capital programme update and monitoring report for the financial year and focuses on the delivery of the 2023/24 capital programme based on projections at the end of August 2023 and new inclusions within the overall ten-year capital programme.
13. The following annexes are attached:

- Annex 1 Capital Programme Monitoring 2023/24 (Summary)
- Annex 2 Updated Capital Programme 2023/24 – 2032/33 (Summary)

2023/24 Capital Monitoring

14. The capital monitoring position set out in Annex 1, shows forecast expenditure for 2023/24 of £226.9m (excluding earmarked reserves). This has decreased by £21.9m compared to the latest capital programme approved by Cabinet in July 2023. The updated programme reflects the year end position for 2022/23 and the impact of re-profiling expenditure into 2023/24 where relevant.

The table below summarises the changes since July 2023 by strategy area:

Strategy Area	Last Approved Programme 2023/24 * £m	Latest Forecast Expenditure 2023/24 £m	Variation £m
Pupil Places Plan	47.3	46.0	-1.3
Major Infrastructure	110.8	90.1	-20.7
Highways Asset Management Plan	55.1	55.4	+0.3
Property Strategy	17.7	17.7	+0.0
IT, Digital & Innovation Strategy	7.1	7.1	+0.0
Passported Funding	8.6	8.4	-0.2
Vehicles & Equipment	2.2	2.2	+0.0
Total Strategy Programmes	248.8	226.9	-21.9
Earmarked Reserves	0.5	0.5	+0.0
Total Capital Programme	249.3	227.4	-21.9

* Approved by Cabinet 18 July 2023

15. Actual capital expenditure at the end of August 2023 was £67.9m. The combined spend to date and current forecasted in-year commitments for the Capital Programme is £141.0m or 62% of the revised estimate for the year. The rate of expenditure is expected to increase in the remaining months of the year due to several major infrastructure schemes reaching the construction stage.

Pupil Places Plan

16. Forecast expenditure for the Pupil Places Plan is £46.0m. The decrease of £1.3m compared to the latest budget for 2023/24 reflects the latest forecasted expenditure profiles on the delivery timeframe on the various projects in the programme. The planned scheme spend incorporates the Basic Need and Growth Portfolio Programmes as well as Schools' Structural Maintenance.
17. The Basic Need Programme is forecasting expenditure of £13.6m. This has increased by £1.4m compared to the latest approved budget and includes the following six projects that have been completed or are in the construction phase:

Completed:

- Radley CE Primary School – expansion to provide an additional 105 primary pupil places.

- Glory Farm Primary School, Bicester – replacing 4 temporary classrooms delivered by Bernwode Schools Trust via a funding agreement.

In Construction:

- Woodstock CE Primary School – expansion to provide an additional 105 primary pupil places.
- Blessed George Napier School, Banbury – expansion to provide an additional 300 secondary pupil places delivered by Pope Francis Catholic Multi Academy via a funding agreement.
- Lord William's School, Thame – expansion to provide an additional 150 secondary pupil places delivered by Thame Partnership Academy Trust via a funding agreement.
- St Edburg's CE Primary School, Bicester – expansion to provide an additional 210 primary pupil places delivered by Oxford Diocese Board of Education via a funding agreement.

Where the schemes are being delivered through a funding agreement, they continue to be monitored through the Council's governance procedures.

18. The in-year increase in forecast spend reflects a combination of additional costs for the Aston and Cote Primary School project and the reprofile and additional costs on the relocating of the Oxford Hospital School. It also includes provision for the purchase of land for the future expansion of Stanford-In-The-Vale Primary School.
19. The Growth Portfolio Programme has a forecast expenditure of £27.0m, a decrease of £1.4m. It includes the following four projects that are within the construction phase of the programme:
 - Sires Hill Primary Academy, Didcot – a new school to create 420 primary places and 90 nursery places. The Omnia Learning Trust were able to move into the school on 11th September under a partial possession enabling the school to open and operate as planned whilst the remainder of the works are completed by ISG leading to a full Practical Completion scheduled for the October half term.
 - Graven Hill Primary School, Bicester – a new school to create 420 primary places and 90 nursery places and being delivered by the housing developer. This achieved Practical Completion and was successfully handed over to the Warriner Multi Academy Trust to welcome pupils from the 11th September 2023.
 - St John's CE Academy, Grove – a new school to create 420 primary places, 60 nursery places and SEND support spaces and being delivered by the housing developer. This achieved Practical Completion and was successfully handed over to the Vale Academy Trust to welcome pupils from the 18th September 2023.

- Shrivenham CE Primary School – a new school to create 315 primary places and 75 nursery places, is still under construction and will be completed in time for the Summer Term 2024.

Where schemes are being delivered by the housing developer, they will still be monitored through the Council's governance procedures.

20. The decrease in in-year spend is due to several factors including that the Folly View Primary School project was able to be delivered without using the contingency and risk provision, these have been reprofiled and that the total project cost will reduce. In addition, the forecast for Shrivenham CE Primary School has been re-profiled in-line with the construction programme meaning that some of the spend (£1.8m) will take place in 2024/25.
21. Further projects are in pre-construction for delivery in 2024/25. Depending on the delivery timeframe, some of these will reach the construction phase later this financial year. These are a mixture of expansions to existing schools and includes the relocation of the Oxfordshire Hospital School.
22. It is expected that the current £6m budget for the School Structural Maintenance Programme will incur expenditure of £4.7m in year on projects including new boilers, roof replacements, improvement to school structure and fire alarm replacement. The balance will be carried forward into 2024/25.
23. Condition surveys of all maintained schools have been completed and these will be used to prioritise investment requirement. Energy surveys will be delivered over 2023/24 and 2024/25.
24. There were a total of 35 school projects within the School Structural Maintenance Programme:
 - 15 projects are complete,
 - 8 projects are on site/in construction,
 - 6 projects to be completed by end of 2023/24,
 - 5 projects will be carried forward into 2024/25,
 - 1 project is on hold as the school is now an academy converter.

Major Infrastructure

25. The latest forecast position for the Major Infrastructure Programme is £90.1m. The programme is divided into sub-programme areas as shown in the table below. Overall, there is a reduction of £20.7m compared to the latest capital programme budget.

Major Infrastructure	Latest Budget	Latest Forecast	Variation
	£'000	£'000	£'000
Housing Infrastructure Fund 1 (HIF1)	19,700	6,300	-13,400
Housing Infrastructure Fund 2 (HIF2) & A40	25,592	23,631	-1,961

A423 Improvement Programme	3,000	3,500	+500
Active Travel Phase 3	2,400	2,200	-200
Banbury & Bicester	4,759	3,509	-1,250
Oxford	16,029	16,841	+812
South & Vale	12,494	8,394	-4,100
Major Infrastructure Sub-total	83,974	64,375	-19,599
Other Programmes	26,784	25,714	-1,070
Major Infrastructure – Total	110,758	90,089	-20,669

HIF1 Programme

26. The forecast of £6.3m for the HIF1 programme in 2023/24 reflects the impact of the decision to refuse Planning permission and the Secretary of State's call-in, resulting in a significant delay whilst the Compulsory Purchase Order and Planning Inquiries take place. The forecast is based on the minimum cost to keep the programme on hold, whilst awaiting a decision on planning. Dialogue continues with Homes England and formal funding arrangements within this temporary phase are being finalised.

HIF2 & A40

27. The HIF2 & A40 programme in-year forecast of £23.6m is £1.9m less than the latest budget. This is mainly due to the HIF2 A40 Smart Corridor programme, where dialogue is continuing with Homes England to formalise the agreement of a rescoped programme. The forecast is likely to change further depending on the outcome of this dialogue.
28. The Eynsham Park & Ride programme is progressing well through the construction phase.

Growth Deal Programme and Other Funding

29. This programme is forecasting spend of £28.7m in 2023/24, £4.5m less than the latest approved budget.
30. £3.5m of this variation relates to the Wantage Eastern Link road (WELR) scheme, where the original budget phasing assumed construction would be completed in 2023/24. While the scheme has commenced on site, the completion of the works is now scheduled for 2024/25.
31. Key Oxford Core schemes, including the Oxford Traffic Filters and the wider Zero Emission Zone (ZEZ) Scheme are progressing through the Business Case stage for formal inclusion into the capital programme.

Integrated Transport Programme

32. The Integrated Transport Programme is forecasting year end spend of £25.7m, a reprofile of £1m compared to the current budget. The main element of this programme includes the Zero Emission Bus Regional Areas (ZEBRA) programme. Confirmation of the in-year delivery and spend levels have been provided for the ZEBRA payments to the Bus companies.

Highways Asset Management Plan

33. The total in-year capital forecast for 2023/24 is estimated to be £55.4m, an increase of £0.3m compared to the latest budget. The programme is divided into 4 sub-programme areas as shown in the table below:

Highways Asset Management Plan	Latest Budget	Latest Forecast	Variation
	£'000	£'000	£'000
Structural Maintenance Annual Programme	35,385	35,839	+454
Improvement Programme	2,800	2,880	+80
Structural Maintenance Major Schemes	15,939	15,680	-259
Other Programmes	1,020	1,000	-20
Highways Asset Management Plan – Total	55,144	55,399	+255

34. The annual planned target total surfacing programme (excluding patching) for 2023/24, is calculated at 3% of the network. The expectation is that this would enable the council to maintain the 4,656km of network that it is responsible for in as close as possible to a 'steady state' within the funding available.
35. The annual Structural Maintenance Programme plans to invest £35.8m. The forecast has increased by £0.5m compared to the latest budget, which will be supported by funding brought forwards from 2024/25. The table below shows the planned key structural maintenance deliverables for 2023/24:

Project	Schemes/ Units Planned	Comments
Surface Treatments (schemes)	43	Schemes to restore the condition or prolonging the life of existing carriageways. There is also pre-works for next year's programme, however these schemes are not included in this number.
Carriageways (schemes)	17	Surfacing/reconstruction/strengthening of roads.
Structural Highways Improvements (schemes)	66	Surface inlay and minor patching schemes across the county. There will also be minor works carried out in addition to this throughout the year.
Footways (schemes)	32	Repair/construction of footways and cycleways.
Drainage (schemes)	46	Repair/renewal of existing drainage infrastructure and provision of new infrastructure to resolve known drainage issues. There is also planned reactive work which will be carried out.

Project	Schemes/ Units Planned	Comments
Bridges (schemes)	14	Strengthening/replacement/imposition of management measures on weak structures. Additional area bridges programme is determined during the year.
Public Rights of Way	8	Improved Pedestrian Access Points (delivered as planned-reactive – dependent upon need). In addition to this new/refurbished kit bridges (delivered as planned-reactive with in-house resource).
Section 42 contributions (schemes)	78	Programme delivered by IODS and covers all the unclassified roads and footways within the City.

36. The annual Improvement Programme is forecasting to spend £2.9m in line with the latest budgets. This includes 63 road safety and traffic improvements including road markings, cycle provision improvements, pedestrian crossings, footway improvements and speed limit alterations. The programme also includes enhancement to support journey time reliability which also aid bus movements, and traffic signal improvement schemes.
37. Structural Maintenance Major Schemes are forecasting to invest £15.7m and the table below shows the key planned deliverables for 2023/24:

Project	Schemes/ Units Planned	Comments
Electrical	6,513	LED Replacement units being installed this year.
20mph Speed limit (schemes)	34 84	Phase 1 - schemes slipped from last year Phase 2 - schemes this year Revised speed limit orders and install signs in towns and parishes.

Property Strategy

38. The Property Strategy is forecasting expenditure of £17.7m in 2023/24, There is no change compared to the latest budget.
39. The programme is forecasting to spend £6.0m on corporate estate development including provision for new Children's Homes, including the acquisition and refurbishment of new sites. The intention is to provide four new homes within Oxfordshire (two four bedroom houses and two six bedroom houses) to support solo provision for children with autistic spectrum disorders and children who have experienced adverse childhood experiences.
40. The corporate estate condition programme is forecasting to spend £3.8m during 2023/24. This includes the commencement of £1.8m new

decarbonisation works. It is planned that a further £1m is incurred on the Defect Liability programme during 2023/24 to make the overall outlay to £10m. £1.2m corporate funding is not now required by the Defect Liability Programme and this will be added to capital programme reserves for future priorities. A review of the programme will take place as part of the Budget and Business Planning Process to ascertain if any further budget provision can be released back to the capital programme reserves for future priorities.

41. The Environmental & Climate Change programme is forecasting to spend £5.3m during 2023/24. This includes the various grants through the Green Home Grant / Sustainable Warmth Fund.
42. Home Upgrade Grant 1 (HUG1) was launched in 2022 and completed at the end of June 2023. The total grant was £2.2m with the delivery date of June 2023 stipulated by the Department for Energy Security and Net Zero (DESNZ). Although the total budget was not spent and £0.7m unspent budget will be returned to the grant provider, Oxfordshire was amongst the top performing authorities in the country for delivery of the scheme. There were a number of factors contributing to the underspend. These relate to the availability of accredited installers, early capacity issues and the award of funds under HUG2 which meant HUG1 could not continue once HUG2 was in operation
43. A further £6.4m has been secured for phase II of the Home Upgrade Grant. This will benefit over 300 further residents, specifically those not using mains-gas for heating (targeting coal, oil, Liquid Petroleum Gas (LPG) and low efficiency electric heating), in energy inefficient properties, and for home-owners or privately renting tenants whom are fuel poor / low income, beginning from June 2023. A total of £2.8m has been included within the 2023/24 forecast.

Local Electric Vehicle Infrastructure (LEVI)

44. The council has worked with Oxford Direct Services (ODS) to progress two Innovate UK funded projects to develop and pilot the 'Gul-e' – a sub-surface channel, permanently installed into the footway, which secures an Electric Vehicle (EV) charging cable between a home EV charger and an EV parked at the kerbside. The 'Gul-e' EV cable gully is aimed at EV drivers who do not have access to an off-road home charger, and who otherwise would struggle to charge an EV cost effectively, or who would resort to trailing their charging cable across the public highway, generating a significant trip hazard. Using an EV cable gully, the trip hazards and clutter caused by informal cable crossings and public kerbside chargers are avoided, and the low price point of this solution makes it accessible for self-funding by the user.
45. £0.7m grant funding to support the scheme has been awarded to the council as part of central government's LEVI pilot to deliver an expansion of the cable gully scheme. This project is planned to deploy 500 cable gullies across Oxfordshire over the next two and a half years, starting late in 2023. The business case around the contribution from residents will be finalised by Spring 2024, but the grant funding will be used to offset some of the extra costs that currently exist due to the early stage development of

the solution. The forecast spends in 2023/24 is around £0.2m, the £0.5m balance is to be spent in 2024/25 and 2025/26. The project is expected to be completed by 2025/26.

IT, Innovation & Digital Strategy

46. Forecast expenditure for 2023/24 is £7.1m and there is no change compared to the latest budget.
47. The Rural Gigabit Hub Sites programme commenced in 2021/22 and is progressing well and on schedule with a further £3.7m of externally funded spend due in 2023/24 to enable fibre infrastructure to be built for county council buildings (where gigabit broadband infrastructure does not exist), other public buildings such as schools and GP practices, and a range of community-based buildings such as village halls. The programme is currently underspent against its allocated budget and this position is being reviewed with the supplier to see whether additional community buildings can be delivered within the existing budget envelope.
48. The network connectivity programme will complete the migration of all council sites to a secure “zero trust” network – providing higher bandwidth at lower cost. Revenue savings of approximately £0.3m to meet savings built into the 2023/24 budget will be achieved by these improvements.
49. The Social Care Data Warehouse & Power BI project is a significant investment of £1m to improve the timeliness of key data to social care managers in Adult Social Care and Children’s Services, so that they are able to take data driven operational decisions. It is anticipated that this will form part of the foundation for wider sustainable and secure use of data and dashboards across the council. This project is scheduled to complete in early 2024/25.
50. The Children’s Services Education System project has been completed. Work is now focussed on working with the service to consolidate the improvements implemented.
51. Forecast spend on other IT Innovation and Digital capital funded projects in 2023/24 includes:
 - £0.2m on continued work to improve the council’s digital presence building on the content improvements delivered for the music hub and recruitment.
 - £0.25m towards the procurement and implementation of a vehicle telematics system to track and enable the optimisation of vehicle use by the council.
 - £0.3m on the implementation of an applicant tracking solution or service to provide an easier and more welcoming recruitment experience for people applying for council careers and jobs.
 - Up to £0.750m on laptop and mobile refresh to ensure staff have suitable modern devices for agile working.

- £0.2m on replacing public network PCs in libraries and community sites to improve their performance, reduce downtime so more availability for residents, and make them more energy efficient.

Passported Funding

52. Expenditure for 2023/24 is forecasted to be £8.4m, a decrease of £0.2m compared to the latest budget.
53. The Disabled Facilities Grant for 2023/24 announced in May 2023 confirmed funding of £6.658m as per the forecast within the capital programme. This funding, which is part of the Better Care Fund, is issued to the County Council but has to be passed directly on to the City and District Councils in accordance with the grant determination. An additional grant of £0.581m was received in September 2023 and this has been included within the capital programme.
54. To utilise remaining funding from the Local Growth Fund (LGF), funding of £0.7m has been provided to the A423 Improvement Programme (Inc Kennington Bridge). The LGF programme is managed by Oxfordshire Local Enterprise Partnership (OxLEP). LGF Grant funding is received by the Council on behalf of OxLEP in the Council's role as Accountable Body.

Vehicles and Equipment

55. Expenditure for 2023/24 is forecasted to be £2.2m, no change compared to the latest budget.

CAPITAL GOVERNANCE APPROVALS

Property Strategy

Children's Services Residential Programme, Emotional Behaviours Disorder Home – Oathill Lodge, Enstone, Chipping Norton.

56. To support the sufficiency strategy for placements for Children We Care For, Children's Services plan to deliver four additional children's homes. An extensive search has been carried out across the County to identify properties on the open market. 'Oathill Lodge' has already been operating as a Children's Home for 15 years and will give children the opportunity to live and thrive within a settled and safe community within easy reach of amenities. The property meets the requirements for the Large Emotional Behaviour Disorder (EBD) Home set out in the Business Case proposal for 50:50 joint funding approval by DfE and Cabinet (5 December 2022).
57. Approval is required to release £2.528 of funds within the Children's Homes Programme, agreed by Council in February 2023, to purchase Oathill Lodge and fund the cost of adaptation and refurbishment.

Children's Services Residential Programme Solo Home 2 – Greenways Wootton

58. A second property has been identified, 'Greenways' Wootton, to support the delivery of the four additional children's homes. The property meets the requirements for the Small Solo Children's Home set out in the business case proposals for 50:50 joint funding approval by DfE and Cabinet (5 December 2022).
59. Approval is required to release £1.934m of funds within the Children's Homes Programme, agreed by Council in February 2023, to purchase Greenways, Wootton and fund the cost of adaptation and refurbishment.

Environment & Climate Change

Thames Path Oxford – Bank Repair & Reconstruction Programme

60. The Thames Path is a Public Right of Way and the responsibility of the county council to maintain as the Highway Authority. The towpath is failing in several sections over a length of approximately 1.5km. If work is not carried out the towpath, it may result in needing to be closed to the public.
61. To progress this work, approval is required to add this scheme into the Capital Programme. Cabinet is recommended to release £0.023m to complete design and procurement and to approve the drawdown of £0.529m of the £1.5m funding agreed by Full Council in February 2023 to complete the first phase of work.

Capital Funding Bids

IT, Digital and Innovation Strategy

Oxfordshire Local Electric Vehicle Infrastructure Programme (OXLEVI)

62. OXLEVI is the Oxfordshire Local Electric Vehicle Infrastructure Programme led by OCC in collaboration with Oxfordshire's district councils.. The programme seeks to support the transition to electric vehicles across Oxfordshire with a focus on supporting residents who need access to public EV charging due to their off-road parking.
63. Approval from Cabinet is required to enter the bid.

Property Strategy

Property Decarbonisation Programme

64. The strategic approach to the development of the Decarbonisation Programme to set a programme of works up to 2030 has been conducted in line with the energy hierarchy, with a focus on energy efficiency measures prior to an increase in renewable energy. To support the programme, the Council can bid for grant funding through the Public Sector Decarbonisation Scheme.
65. Approval is from Cabinet is required to enter the bid.

Major Infrastructure

- A423 Improvement Programme (Including Kennington Bridge)
66. The A423 Kennington Rail Bridge is a crucial part of the Environment Agency's Oxford Flood Alleviation Scheme (OFAS) as floodwater from the scheme needs to pass under it to re-join the River Thames and ensure the efficient movement of water through the floodplain. The current capacity of the channels under the bridge are too small to meet OFAS requirements, and the scheme requires larger channels in this location.
 67. The initial proposal as part of the OFAS was to construct two new culverts within the A423 road embankment either side of the Kennington Rail Bridge. The culverts would carry the flood flows beneath the A423, either side of the bridge. However in mid-2019, the Council determined that the bridge needed to be replaced. At that stage they also advised that due to the bridge's current poor condition, it would be unsafe to build the proposed new culverts immediately adjacent to it.
 68. As the existing bridge is due to be replaced, it was agreed as part of the project to enlarge the Hinksey streams under the bridge's side spans to achieve the required increased flood flow capacity for the flood scheme.
 69. The integration OFAS with the replacement of Kennington Railway Bridge is now the most efficient way to deliver the OFAS and realise its wide-reaching benefits. The funding from the Housing Infrastructure Fund Marginal Viability (HIFMV) will be used to enable the OFAS to be delivered.
 70. It is proposed that the Council can accept £2.0m of HIFMV funding to be spent on design costs for the A423 Kennington Improvement Programme by 31 March 2024 from Oxford City Council due to linkage with the Environment Agency Oxford Flood Alleviation Scheme. This £2.0m will be passed to the Environment Agency when they start construction. The final version of the agreements between OCC, Oxford City Council and the Environment Agency will be subject to standard OCC governance arrangements.

Ten Year Capital Programme Update

71. The total ten-year capital programme (2023/24 to 2032/33) is now £1,269.5m (excluding earmarked reserves) and has increased by £3.9m compared to the capital programme approved by Cabinet in July 2023. A summary of the updated capital programme is set out in Annex 2. The following table summarises the variations by strategy. The main reason for the increase is the release of some pipeline provision approved as part of the capital priorities in February 2023, closedown of projects and the addition of Section 106 contributions supporting projects already in the capital programme.

Strategy Area	Last Approved Total Programme (2023/24 to 2032/33) *	Latest Updated Total Programme (2023/24 to 2032/33)	Variation
	£m	£m	£m
Pupil Places Plan	228.3	227.7	-0.6
Major Infrastructure	684.8	687.3	+2.5
Highways Asset Management Plan	243.5	245.6	+2.1
Property Strategy	54.7	54.7	0.0
IT, Digital & Innovation Strategy	12.9	12.9	0.0
Passported Funding	14.6	14.5	-0.1
Vehicles & Equipment	26.8	26.8	0.0
Total Strategy Programmes	1,265.6	1,269.5	+3.9
Earmarked Reserves	88.8	87.8	-1.0
Total Capital Programme	1,354.4	1,357.3	+2.9

Approved by Cabinet 18 July 2023.

Capital Funding Update

Prudential Borrowing

72. The ten-year Capital Programme includes a requirement to fund £248.8m through prudential borrowing. The latest borrowing expected to be taken in 2023/24 is £70m. The majority of this relates to schemes that have already been delivered but have, until now, been funded temporally by borrowing from other funding sources within the Capital Programme to delay the need to apply the prudential borrowing. The borrowing in 2023/24 is expected to include a further £45m from the £120m agreed in 2018. £32m relates to additional investment in the Highways Asset Management Plan and £13m for general funding to support capital investment priorities. A further £5m for the £41.7m borrowing supporting the OxLEP City Deals programme, and the first drawdown of £20m supporting the £40.8m Street Lighting LED replacement programme.
73. The use of prudential borrowing will increase the Council's Capital Financing Requirement. The Council is required under statute to set aside a Minimum Revenue Provision to pay down the Capital Financing Requirement. Prudential borrowing is generally paid over 25 years. The Medium Term Financial Strategy takes account of this cost. As the Capital programme includes the OxLEP City Deal Programme, the borrowing costs relating to this scheme (for which the Council is the Accountable body) will be fully funded through Enterprise Zone 1 retained business rates.

Earmarked Reserves

74. The level of earmarked reserves has decreased by £1m from the previous reported position (July 2023). This includes the release of some of the pipeline provision (£2.7m) approved as part of the capital priorities in February 2023 (Thames Towpath, Travellers Sites). An Additional £1.2m included from the budget being returned from the Defect Liability Fund.

This includes the capital programme contingency for the delivery of the current ten-year capital programme plus identified provisions.

Capital Reserves

75. The current level of capital reserves (including capital receipts and capital grants reserves) is approximately £190m. This is expected to reduce to approximately £52m at the end of 2025/26. The reduction is mainly due to the delivery of the Growth Deal Programme and the A423 Improvement Programme. Reserves can be used to temporarily fund schemes to delay the need for prudential borrowing or to help manage timing difference between the delivery of schemes and the receipt of Section 106 funding. The level of reserves impacts on the cashflow of the capital programme and the overall Council Balances and is already factored into the funding of the overall capital programme.

Risk Management

76. As reported previously, there are a mix of factors continuing to impact on the deliverability and cost of capital schemes. Where those schemes are grant funded (particularly Housing & Growth Deal, HIF1 and HIF2) there is a risk that slippage could impact on the availability of grant funding as it is not possible to complete the scheme by the funding deadline. Inflationary pressures may also mean that costs increase further by the point the scheme reaches the construction phase eroding the value of the grant funding so that is insufficient to meet the revised scheme costs.
77. These risks are being managed through the council's capital governance process at both project and programme level and through the Strategic Capital Board. Where necessary action is being taken to adjust scheme deliverables and to use value engineering to maintain spend within the available funding.
78. HIF1 is a significant financial risk to the authority because the scheme cannot now be completed before the end date of reclaiming expenditure of March 2026. However, following the outcome of the planning inquiry a decision will be required to stop the scheme or alternatively an extension to time/additional funding/rescoping of the scheme would need to be agreed with Homes England. As such it is expected that the financial risks will be managed through either of those routes.
79. Following a review of the council's strategic risk register in March 2023, the council is now focussing on assessing and tracking seven strategic risks in 2023/24. One of these risks is "Major Infrastructure Portfolio Schemes become undeliverable". Updates on this risk are being reported through the Business Management & Monitoring Reports to Cabinet.

Financial Implications

80. The report sets out the planned investment and available funding for the ten-year Capital programme including the risks associated with the delivery of the programme.

81. The following risks are inherent within the funding of the capital programme:
- Certainty over the timing and value of future capital receipts and Section 106 Contributions
 - Certainty over the receipt and security of future grant funding
82. If capital receipts or section 106 contributions are not received within the planned timeframe it may be necessary for the Council to temporarily fund capital expenditure through prudential borrowing. The council has a prudential borrowing reserve to help manage the revenue impact of additional prudential borrowing.
83. Where additional funding is required to fund schemes on a permanent basis this will need to be addressed by reducing investment elsewhere within the programme (reprioritisation) or by permanently funding through prudential borrowing. This would require the identification of long term revenue funding as the Prudential Borrowing is usually repaid over 25 years through the Minimum Revenue Provision.

Comments checked by:
Lorna Baxter, Director of Finance

Staff Implications

84. There are no staffing implications arising directly from the report.

Equality & Inclusion Implications

85. There are no equality and inclusion implications arising directly from this report.

Legal Implications

86. In year changes to the capital programme must be approved by Cabinet in accordance with the Council's Financial Regulations. In particular paragraph 5.1.1(IV) sets out that where the total estimated resource allocation is above £1,000,000, then Cabinet can agree its inclusion into the Capital Programme, via the periodic Capital Report to Cabinet, based on the recommendations by Strategic Capital Board and the Section 151 Officer.

Comments checked by: Anita Bradley, Director of Law & Governance & Monitoring Officer

LORNA BAXTER
Director of Finance

Background papers:

Contact Officers: Kathy Wilcox, Head of Corporate Finance
Natalie Crawford, Capital Programme Manager

Annex 1

Capital Programme Monitoring 2023/24

Strategy / Programme	Capital Programme (Cabinet July 2023)			Latest Forecast			Variation			Current Year Expenditure Monitoring				Performance Compared to Original Programme (Council February 2023)		
	Current Year	Future Years	Total	Current Year	Future Years	Total	Current Year	Future Years	Total	Actual expenditure to date	Commit- ments	Expenditure Realisation Rate	Actuals & Commitments	Current Year	Variation	Use of Resources Variation
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	%	%	£'000s	£'000s	%
Pupil Places Plan	47,268	180,996	228,264	45,978	181,753	227,731	-1,290	757	-533	12,827	23,344	28%	79%	42,097	3,881	9%
Major Infrastructure	110,758	574,030	684,788	90,089	597,214	687,303	-20,669	23,184	2,515	27,139	16,628	30%	49%	114,437	-24,348	-21%
Highways Asset Management Plan	55,144	188,393	243,537	55,399	190,241	245,640	255	1,848	2,103	15,632	28,551	28%	80%	62,117	-6,718	-11%
Property Strategy	17,670	37,031	54,701	17,701	36,935	54,636	31	-96	-65	4,710	3,540	27%	47%	13,403	4,298	32%
IT, Digital & Innovation Strategy	7,127	5,783	12,910	7,142	5,768	12,910	15	-15	0	1,462	956	20%	34%	5,632	1,510	27%
Passport Funding	8,552	6,054	14,606	8,389	6,054	14,443	-163	0	-163	6,059	95	72%	73%	8,408	-19	0%
Assets & Equipment	2,242	24,574	26,816	2,242	24,574	26,816	0	0	0	121	1	5%	5%	1,158	1,084	94%
Total Capital Programme Expenditure	248,761	1,016,861	1,265,622	226,940	1,042,539	1,269,479	-21,821	25,678	3,857	67,950	73,115	30%	62%	247,252	-20,312	-8%
Pipeline Schemes (Indicative funding subject to initial business case)	500	30,084	30,584	500	27,360	27,860	0	-2,724	-2,724					1,600	0	0%
Earmarked Reserves	0	58,195	58,195	0	59,974	59,974	0	1,779	1,779					0	0	0%
OVERALL TOTAL	249,261	1,105,140	1,354,401	227,440	1,129,873	1,357,313	-21,821	24,733	2,912	67,950	73,115	30%	62%	248,852	-20,312	-8%

Annex 2

Updated Capital Programme 2023/24 to 2032/33

Capital Investment Programme (latest forecast)							CAPITAL INVESTMENT TOTAL
Strategy/Programme	Current Year	Firm Programme	Provisional Programme				
	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2032 / 33	
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Pupil Places Plan	45,978	37,918	45,793	15,788	9,735	72,519	227,731
Major Infrastructure	90,089	279,790	228,666	53,515	27,517	7,726	687,303
Highways Asset Management Plan	55,399	58,485	27,000	18,612	16,308	69,836	245,640
Property Strategy	17,701	23,518	10,274	808	250	2,085	54,636
Digital & Innovation Strategy	7,142	2,463	545	500	500	1,760	12,910
Passport Funding	8,389	1,350	1,000	950	954	1,800	14,443
Vehicles & Equipment	2,242	7,024	6,800	5,950	800	4,000	26,816
TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE	226,940	410,548	320,078	96,123	56,064	159,726	1,269,479
Pipeline Schemes (Indicative funding subject to initial business case)	500	5,196	7,184	14,980	0	0	27,860
Earmarked Reserves	0	6,830	6,066	15,778	0	31,300	59,974
TOTAL ESTIMATED CAPITAL PROGRAMME	227,440	422,574	333,328	126,881	56,064	191,026	1,357,313
TOTAL ESTIMATED PROGRAMME IN-YEAR RESOURCES	222,739	359,540	262,564	94,765	43,382	184,015	1,167,005
In-Year Shortfall (-) /Surplus (+)	-4,701	-63,034	-70,764	-32,116	-12,682	-7,011	-190,308
Cumulative Shortfall (-) / Surplus (+)	190,308	185,607	122,573	51,809	19,693	7,011	0

SOURCES OF FUNDING		2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2032 / 33	CAPITAL RESOURCES TOTAL
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
SCE(C) Formulaic Capital Allocations - Un-ringfenced Grant		40,049	121,017	65,134	22,500	22,500	102,900	374,100
Devolved Formula Capital- Grant		1,100	1,000	650	600	654	0	4,004
Prudential Borrowing		72,196	78,711	44,661	40,842	11,808	625	248,843
Grants		55,572	181,031	118,232	17,800	0	925	373,560
Developer Contributions		43,223	34,415	71,066	7,669	700	42,157	199,230
Other External Funding Contributions		20	350	720	0	0	0	1,090
Revenue Contributions		15,252	6,050	2,815	3,434	800	4,000	32,351
Schools Contributions		28	0	0	0	0	0	28
Use of Capital Receipts		0	0	30,050	10,262	6,920	33,408	80,640
Use of Capital Reserves		0	0	0	23,774	12,682	7,011	43,467
TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED		227,440	422,574	333,328	126,881	56,064	191,026	1,357,313
TOTAL ESTIMATED IN YEAR RESOURCES AVAILABLE		222,739	359,540	262,564	94,765	43,382	184,015	1,167,005
Capital Grants Reserve C/Fwd	115,169	107,588	42,634	0	0	0	0	0
Usable Capital Receipts C/Fwd	31,672	34,552	36,472	8,342	0	0	0	0
Capital Reserve C/Fwd	43,467	43,467	43,467	43,467	19,693	7,011	0	0

This page is intentionally left blank

CABINET REPORT DATE – 17th OCTOBER 2023

WORKFORCE REPORT & WORKFORCE DATA APRIL–JUNE 2023 - Q1 2023/24

Report by Director of Workforce Development & OD

RECOMMENDATION

1. The Cabinet is RECOMMENDED to note the report.

Executive Summary

2. This report provides the workforce profile for quarter 1 including an overview of headcount, agency spend, sickness, turnover and other relevant management information and performance indicators (Appendix A). This report also sets out some of the actions that will address the trends identified.

Workforce Profile

3. Appendix A of this report provides data and information about the Council's directly employed workforce. The highlights from this data and information are:
4. The Council's directly employed head count (excluding agency workers) has increased during this financial year by 20 FTE compared with Q4 2022/23. This is in part due to the increase in social workers over the same period and other recruitment successes. However, reducing agency reliance, remains a critical priority for the organisation. The level of agency expenditure in 2022/23 was a contributory factor in the year end directorate overspend reported to Cabinet in June 2023 and is continuing to contribute to the forecast pressures for 2023/24 reported to Cabinet in September 2023. A task and finish group was set up to review and identify actions and measures to support reductions in spend.
5. A number of direct actions have been taken already – these include i) Ongoing reviews of timesheets on a monthly basis to check accuracy; ii), Reviewing the top 40 highest paid workers and making them out of scope for Agency Worker Regulations - so that additional holiday pay paid on top of the pay rate is removed; and iii) Transferring workers to Flexy payroll, a cheaper alternative to payroll the workers. A number of further actions are being taken, including:
 - Restricting all new agency orders to max 6 months unless the role is exempt;
 - Mandate the use of Comensura for all temporary agency requirements;
 - Directorates to work with their Finance & HR Business Partners to identify and take action regarding off contract spend which impacts on revenue; and
 - Implement a new applicant tracking system to replace the current IBC resourcing model. This will provide candidates with a better recruitment and

onboarding experience while providing managers with a more intuitive recruitment tool.

6. 6.6% of the Council's workforce is 25 or under which remains static from the previous year. 50% of our workforce is age 46 or over. Our target for 2023/24 is to increase the number of under 25s from 232 to 300. Initiatives to address this include growing our early careers talent through our apprenticeship offering, graduate programmes, internships and training and development plans.
7. Turnover has remained the same over the last 12 months from 12.1% in Q1 2022/23. The projected trend for 2023/24 is 12.7%. Our target is 11.5% and we aim to impact this through the following actions:
 - Develop and embed more employee-centred leadership styles through the 12.3.2 programme;
 - Ensure managers are having discussions during induction, team meetings and 1-1s and setting clear objectives linked to the Council's vision and values;
 - Encourage and celebrate applications for external recognition awards for individuals e.g. apprenticeship awards; and
 - Plan and schedule a programme of celebratory events e.g. Long Service, qualification / apprentice graduations.
8. Sickness absence per FTE is 8.20 days which is a slight reduction from the previous quarter (8.23). Our target rate is 7 days per FTE. The top reason for sickness absence is stress, anxiety and depression at 29.8% and this has increased slightly when compared to Q4 2022/23 when it was 23.05%. Steps being taken include:
 - The implementation of a holistic and integrated wellbeing strategy which prioritises the mental health & wellbeing of staff at all levels in the organisation;
 - Addressing the top 5 priority health focus areas such as back pain and musculoskeletal issues, long term health and covid related problems; and
 - Upskilling managers to better support and manage absences with an emphasis on mental health and neurodiversity.
9. 10% of the workforce are recorded as non-white. This is slightly higher than Q4 in 2022/23 when it was 9.85%. 6% of the workforce are recorded as having a disability which has remained static for the last 12 months. Actions being taken include:
 - Raising awareness of the value of a diverse workforce through initiatives such as reciprocal mentoring, staff network events and celebrating diversity;
 - Ensure hiring managers have received appropriate training and follow objective, structured assessment and selection processes designed to maximise fairness and minimise adverse impact on different candidate groups;
 - Review policies and procedures to ensure they capture diversity responsibilities throughout, that they are consistent, easy to follow and employee-centred; and
 - Introduce future leadership development programmes including a targeted programme for under-represented groups.
10. Workforce data and trends are published in more detail on the Council's intranet.

Equality & Inclusion Implications

11. Equality and inclusion implications are considered across all our workstreams.

Sustainability Implications

12. There are no sustainability implications arising from this report.

Risk Management

13. There are no risk management issues arising from this report.

Financial Implications

14. Financial implications are highlighted within the report.

Comments checked by:

Kathy Wilcox, Head of Financial Strategy

Legal Implications

15. There are no potential legal implications of any actions/outcomes detailed within this report.

Comments checked by:

Paul Grant, Head of Legal

Cherie Cuthbertson

Director of Workforce & OD

Annex: Appendix A - Workforce Profile Q1

Background papers: Nil

Contact Officer: Michael Fletcher, Head of HR Business Partnering
Advisory

October 2023

This page is intentionally left blank



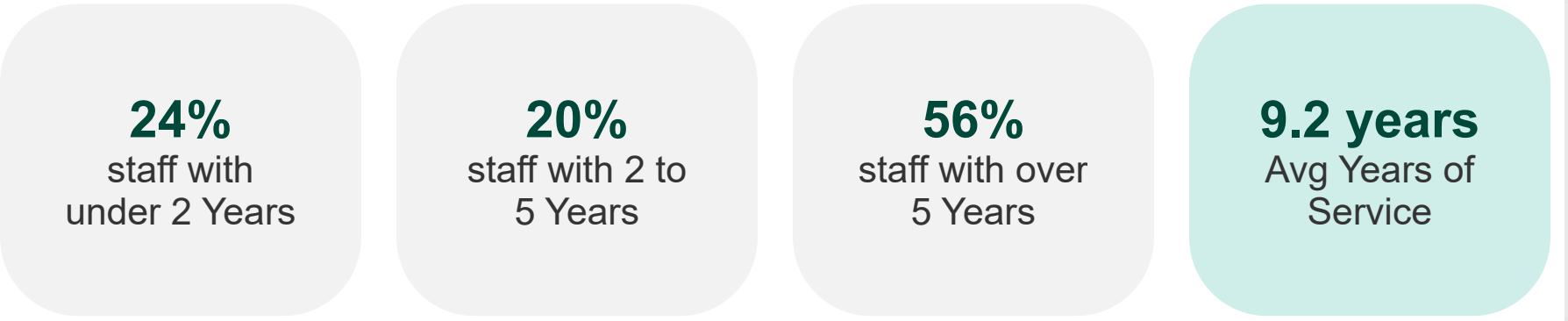
Our workforce - Q1 23/24

At the end of Q1 23/24, we had **5336** (4430.7 fte) staff, including **223** apprentices, which accounts for **4.2%** of directorate workforce. In addition, there were **282** agency workers.

Headcount as at 31 March in the past 5 years

2018-19	2019-20	2020-21	2021-22	2022-23
4959	5079	5087	5116	5310

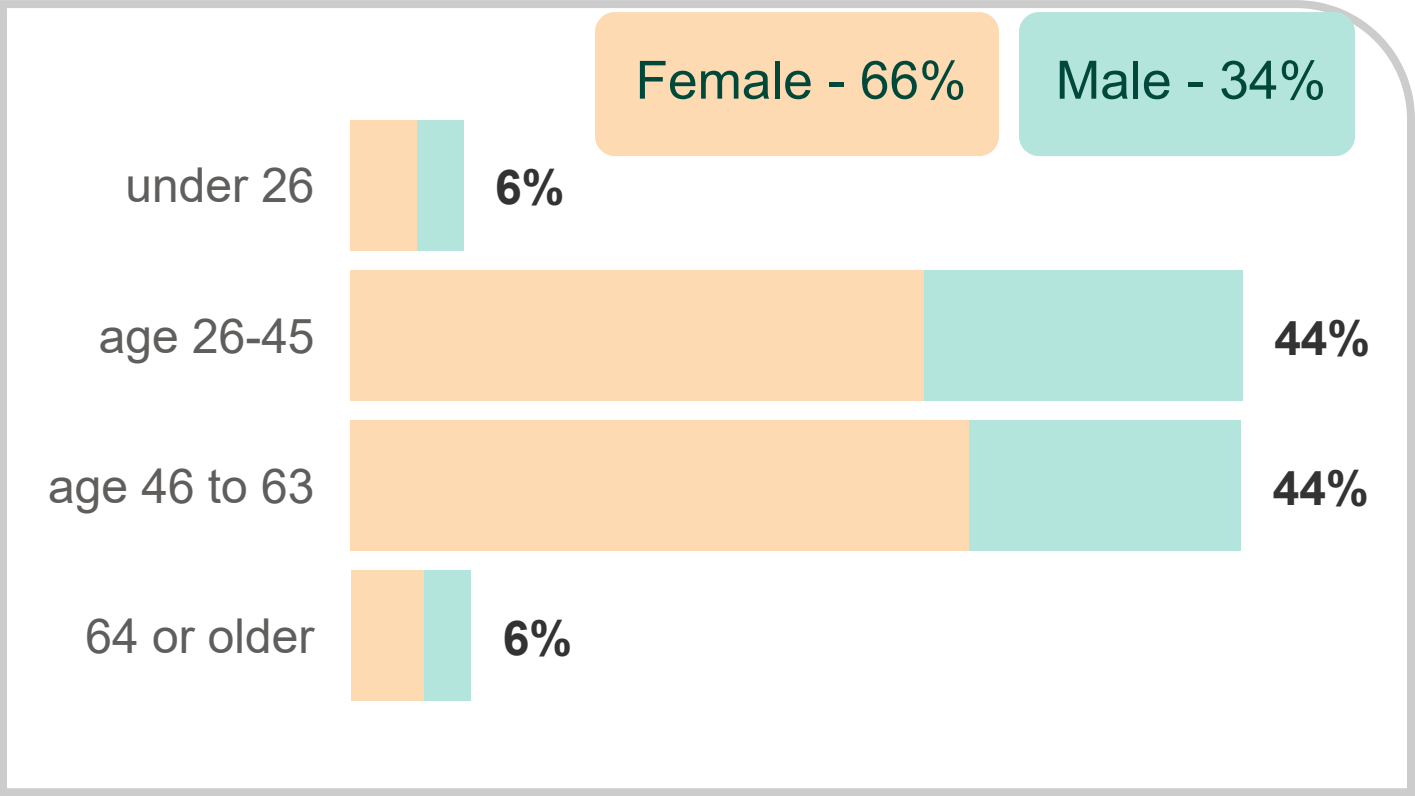
Length of Service ✨



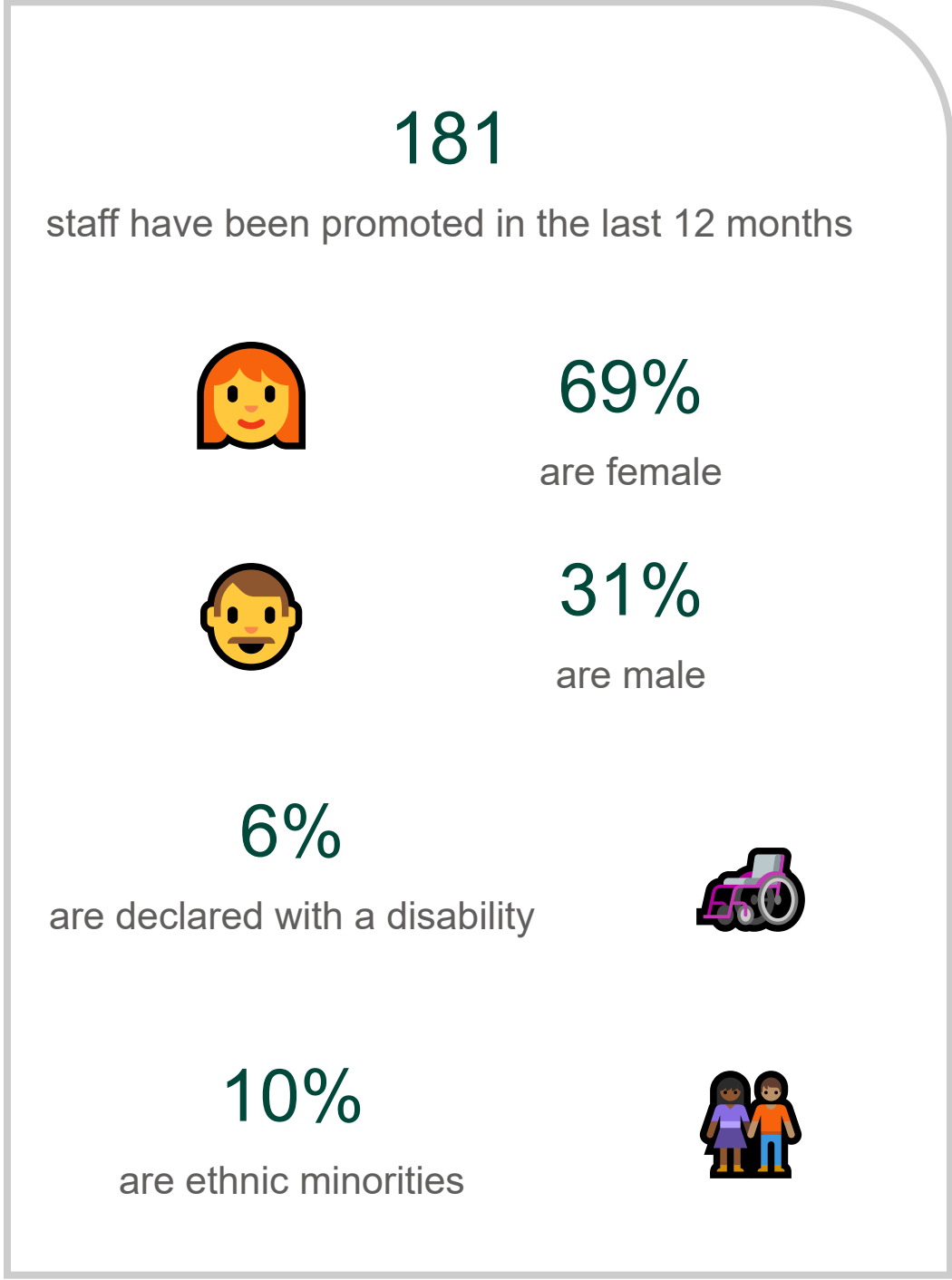
Annual Turnover Rate

9.6%	13.3%	12.1%	12.7%
2020/21	2021/22	2022/23	rolling yr 2023/24
Number of starters left within the first 6 months			
23	37	62	13
2020/21	2021/22	2022/23	QTD 23/24

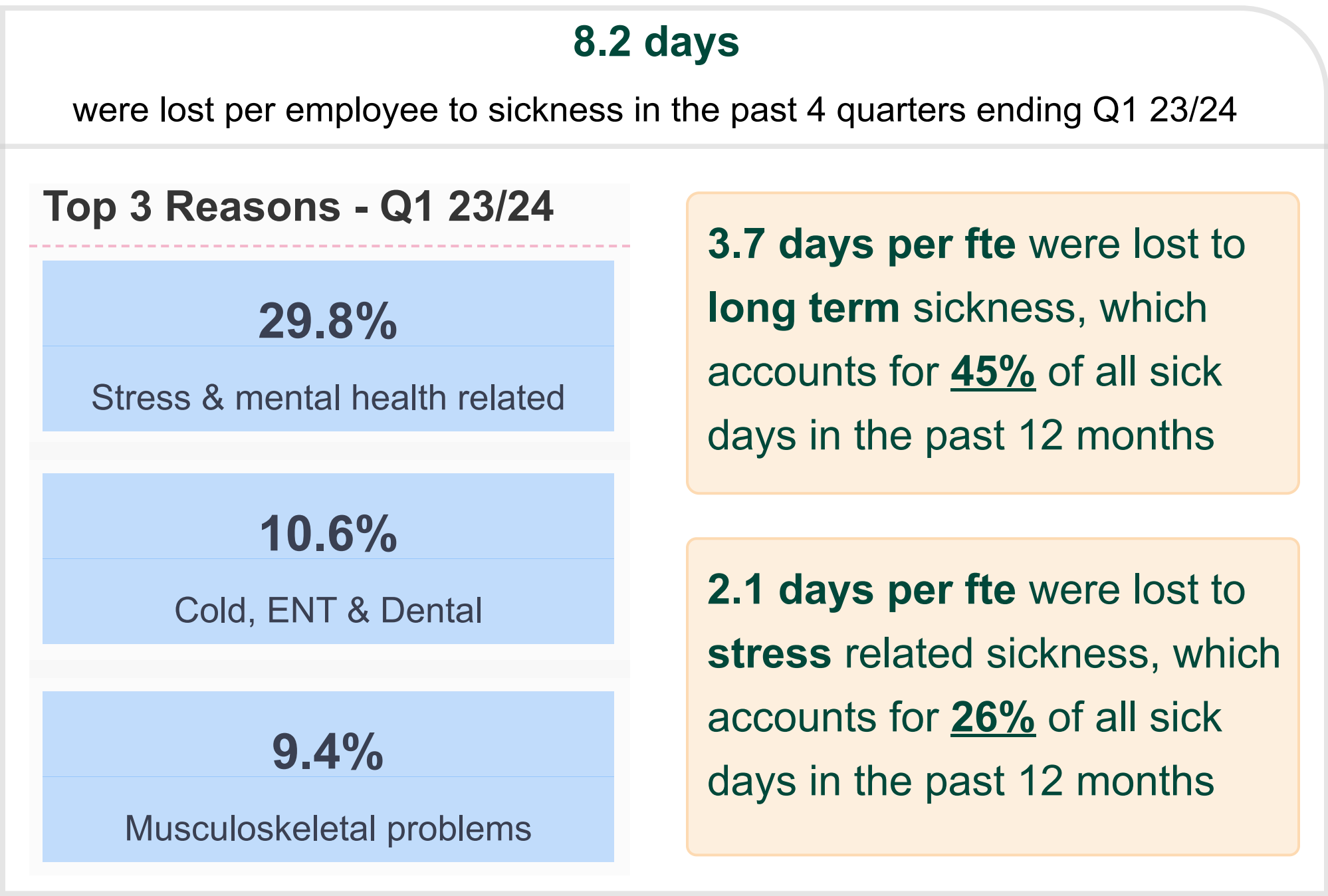
Gender and Age



Promotions 🧑🏫



Sickness



Starters

We had **193** starters in Q1 23/24. **21%** of these were under 26. New starters account for **3.6%** of total workforce.

Leavers

We had **174** leavers in Q1 23/24. **11%** of these were under 26. Leavers account for **3.3%** of our workforce.





Apprenticeship - we won another award!

106 apprentices have successfully completed their programmes so far.
53% of these are now OCC employees.

In May 2023, for the 2nd time OCC won OXLEP Large Apprenticeship Employer of the Year award in a very competitive field!



Page 156

No. of apprentices on programme - end of Q1 23/24

277

Split by new apprentices vs CPD

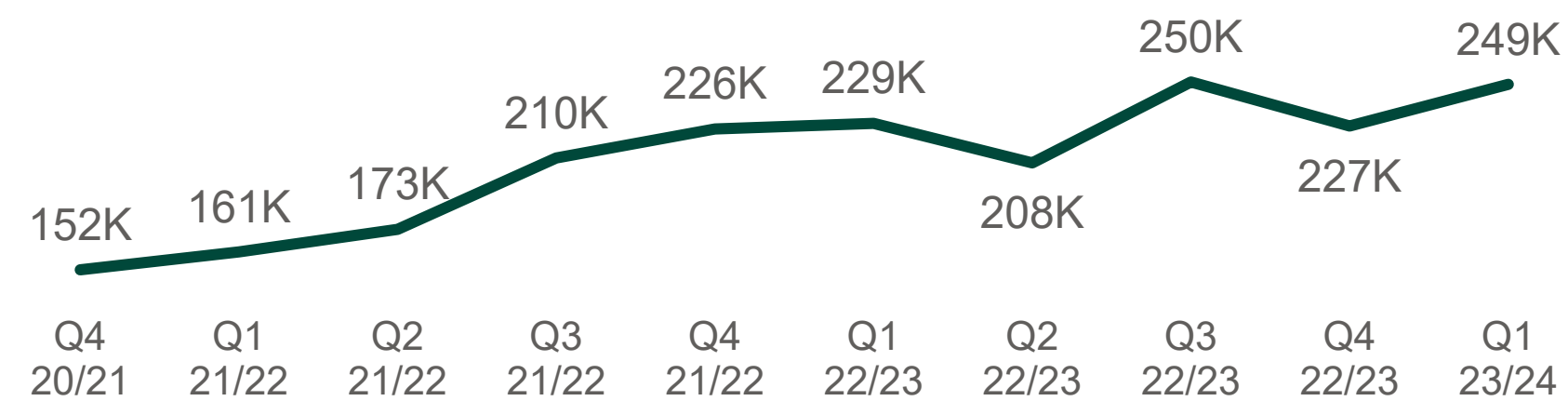
% new apprentice

19.5%

% doing CPD

80.5%

actual spend on apprenticeship by quarter



Number of new apprentices enrolled in Q1 23/24

26

Split by new apprentices vs CPD

% new apprentice

11.5%

% doing CPD

88.5%

In Q1 23/24 there were

Completions

18

Withdrawals

7

Agency Spend

Total agency spend in Q1 23/24 was **£8,393,650**, which has decreased by **21.0%** compared to the spend in the last quarter at **£10,627,062**



Agency spend for the previous 3 quarters and the latest quarter in Q1 23/24

Q2 22/23

9.87M

Q3 22/23

10.39M

Q4 22/23

10.63M

Q1 23/24

8.39M

Division(s): N/A

ITEM

CABINET – 17 OCTOBER 2023

TREASURY MANAGEMENT QUARTER 1 PERFORMANCE REPORT 2023/24

Report by Director of Finance

RECOMMENDATION

1. Cabinet is **RECOMMENDED** to note the council's treasury management activity the first quarter of 2023/24.

Executive Summary

2. Treasury management is defined as: "The management of the organisation's borrowing, investments and cash flows, including its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks."
3. The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management 2021' requires that committee to which some treasury management responsibilities are delegated, will receive regular monitoring reports on treasury management activities and risks. This report is the first report for the financial year 2023/24 and sets out the position at 30 June 2023.
4. Throughout this report, the performance for the quarter to June 2023 is measured against the budget agreed by Council in February 2023.
5. As at 30 June, the council's outstanding debt totalled £302m and the average rate of interest paid on long-term debt during the year was 4.41%. No new external borrowing was arranged during the quarter, whilst £4m of maturing Public Works Loan Board (PWLB) loans were repaid during the quarter. The Council's forecast debt financing position for 2023/24 is shown in Annex 1.
6. The [Treasury Management Strategy for 2023/24](#) agreed in February 2023 assumed an average base rate of 4.25%.
7. The average daily balance of temporary surplus cash invested in-house was expected to be £480m in 2023/24, with an average in-house return of 3.00%.
8. During the quarter the Council achieved an average in-house return of 3.29% on average cash balances of £490.534m, producing gross interest receivable of £4.030m. In relation to external funds, the return for the quarter was £0.593m, bringing total investment income to £4.623m. This compares to budgeted investment income of £3.341m, giving a net overachievement of £1.282m.

9. At 30 June 2023, the council's investment portfolio of £580.537m comprised £436.500m of fixed term deposits, £50.242m at short term notice in money market funds and £93.795m in pooled funds with a variable net asset value. Annex 4 provides an analysis of the investment portfolio at 30 June 2023.

Treasury Management Activity

Debt Financing & Maturing Debt

10. The Strategy for Long Term Borrowing agreed in February 2023 included the option to fund new or replacement borrowing up to the value of £180m through internal borrowing. The aim was to reduce the Council's exposure to credit risk and reduce the long term cost of carry (difference between borrowing costs and investment returns).
11. The council is able to borrow from the Public Works Loan Board (PWLB) or through the money markets. Persistently high inflation has led to bond yields, and therefore PWLB rates, remaining high. The expectation is that as inflation falls, PWLB rates should reduce over the medium term. Given the forecast for borrowing rates, the strategy for 2023/24 assumes no new external borrowing during the year, with any increase in capital financing requirement met through internal borrowing.
12. As at 30 June 2023, the authority had 44 PWLB loans totalling £252.383m, 9 LOBO¹ loans totalling £45m and one £5m money market loan. The average rate of interest paid on PWLB debt was 4.72% and the average cost of LOBO debt in 2023/24 was 3.94%. The cost of debt on the money market loan was 3.95%. The combined weighted average for interest paid on long-term debt was 4.41%. The Council's debt portfolio as at 30 June 2023 is shown in Annex 1.
13. The Council repaid £4m of maturing PWLB loans during the quarter. The weighted average interest rate payable on the matured loans was 5.63%. The forecast outturn for interest payable in 2023/24 is £13.00m which is below the budgeted figure of £13.15m. The details are set out in Annex 2.

Investment Strategy

14. The Council holds deposits and invested funds representing income received in advance of expenditure plus balances and reserves. The guidance on Local Government Investments in England gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles. The Council continued to adopt a cautious approach to lending to financial institutions and continuously monitored credit quality information relating to counterparties.
15. During the first quarter of the financial year term fixed deposits have been placed with other Local Authorities as per the approved lending list, whilst Money Market Funds have been utilised for short-term liquidity. Inter Local Authority lending remains an attractive market to deposit funds with from a security view point, whilst the Government's Debt Management

¹ LOBO (Lender's Option/Borrower's Option) Loans are long-term loans which include a re-pricing option for the bank at predetermined intervals.

Deposit Facility (DMADF) has also provided a competitive and secure counterparty from time to time.

16. The Treasury Management Strategy Statement and Annual Investment Strategy for 2023/24 included the use of external fund managers and pooled funds to diversify the investment portfolio through the use of different investment instruments, investment in different markets, and exposure to a range of counterparties. It is expected that these funds should outperform the Council's in-house investment performance over a rolling three-year period. The strategy permitted up to 50% of the total portfolio to be invested with external fund managers and pooled funds (excluding Money Market Funds). The performance of the pooled funds will continue to be monitored by the Treasury Management Strategy Team (TMST) throughout the year against respective benchmarks and the in-house portfolio.
17. At the start of the year the UK Bank Rate was 4.25% which was in line with the forecast. With ongoing inflationary pressures impacting on the UK economy, interest rates rose higher than forecast to 5.00% in June. The new forecast is that rates will reach a peak of 5.50% in September 2023, and remain there until June 2024 where it is expected they will slowly reduce to 2.50% by June 2026.

The Council's Lending List

18. In-house cash balances are deposited with institutions that meet the council's approved credit rating criteria. The approved lending list, which sets out those institutions, is updated to reflect changes in bank and building society credit ratings. Changes are reported to Cabinet as part of the Business Management & Monitoring Report. The approved lending list may also be further restricted by officers, in response to changing conditions and perceived risk. There were no changes to the lending list during the first quarter of 2023/24.

Investment Performance

19. Temporary surplus cash balances include: developer contributions; council reserves and balances; and various other funds to which the Council pays interest at each financial year end. The budgeted annual return on these in-house balances for 2023/24 was 3.00% and assumed an average annual in-house cash balance of £379.144m.
20. The actual average daily balance of temporary surplus cash invested in-house was £490.534m for the first quarter of 2023/24 and the average in-house return was 3.29%, producing gross interest receivable of £4.030 m. Gross distributions from pooled funds totalling £0.593m were also realised in the quarter, bringing total investment income to £4.623m. This compares to budgeted investment income of £3.341m, giving a net overachievement of £1.282m. This reflects a combination of higher than forecast average cash balances, and higher than forecast interest rates.
21. Cash balances for the year are forecast to be lower than they otherwise would be as a result of negative DSG balances. The negative DSG balance for 2023/24 are forecast to be £59.50m which would have an estimated opportunity cost of £1.76m in unearned interest for the year.

22. The Council operates a number of instant access call accounts and money market funds to deposit short-term cash surpluses. During the first quarter of 2023/24 the average balance held on instant access was £69.704m, at an average rate of 4.33%.
23. At 30 June 2023 the total value of pooled fund investments was £93.796m. This is down from the value as at 31 March 2023 of £95.358m. The decrease was due to the ongoing global financial volatility as a result of the war in Ukraine.
24. At 30 June 2023, the Council's investment portfolio of £580.537m comprised £436.500m of fixed term deposits, £50.242m at short term notice in money market funds and £93.795m in pooled funds with a variable net asset value. Annex 4 provides an analysis of the investment portfolio at 30 June 2023.
25. The Council's Treasury Management Strategy Team regularly monitors the risk profile of the Council's investment portfolio. An analysis of the credit and maturity position of the portfolio at 30 June 2023 is included at Annex 4.

Prudential Indicators for Treasury Management

26. During the financial quarter, the Council operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy for 2023/24. The position as at 30 June 2023 for the Prudential Indicators is shown in Annex 3.

Financial Implications

27. This report is mostly concerned with finance and the implications are set out in the main body of the report.

Comments checked by:

Lorna Baxter, Section 151 Officer, lorna.baxter@oxfordshire.gov.uk

Legal Implications

28. The report meets the requirements of both the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003. There are no other legal implications.

Comments checked by:

Paul Grant, Head of Legal, paul.grant@oxfordshire.gov.uk

Sustainability Implications

29. This report is not expected to have any negative impact with regards to the Council's zero carbon emissions commitment by 2030.

Contact officer: Tim Chapple – Treasury Manager
Contact number: 07917 262935
September 2023

OXFORDSHIRE COUNTY COUNCIL DEBT FINANCING 2023/24

<u>Debt Profile</u>		£m
1. PWLB	64%	256.38
2. Other Long Term Loans	12%	50.00
3. Sub-total External Debt		306.38
4. Internal Balances	24%	96.34
5. Actual Debt at 31 March 2023	100%	402.72
6. Prudential Borrowing		73.35
7. Borrowing in Advance		0.00
8. Minimum Revenue Provision		-11.84
9. Forecast Debt at 31 March 2024		464.23

<u>Maturing Debt</u>		
10. PWLB loans maturing during the year		-12.00
11. PWLB loans repaid prematurely in the course of debt restructuring		0.00
12. Total Maturing Debt		-12.00

<u>New External Borrowing</u>		
13. PWLB Normal		0.00
14. PWLB loans raised in the course of debt restructuring		0.00
15. Money Market LOBO loans		0.00
16. Total New External Borrowing		0.00

<u>Debt Profile Year End</u>		
17. PWLB	52%	244.38
18. Money Market loans (incl £40m LOBOs)	10%	45.00
19. Forecast Sub-total External Debt		289.38
20. Forecast Internal Balances	38%	174.85
21. Forecast Debt at 31 March 2024	100%	464.23

Line

- 1 – 5 This is a breakdown of the Council's debt at the beginning of the financial year (1 April 2020/21). The PWLB is a government agency operating within the Debt Management Office. LOBO (Lender's Option/ Borrower's Option) loans are long-term loans, with a maturity of up to 60 years, which includes a re-pricing option for the bank at predetermined time intervals. Internal balances include provisions, reserves, revenue balances, capital receipts unapplied, and excess of creditors over debtors.
- 6 'Prudential Borrowing' reflects Prudential Borrowing taken by the authority whereby the associated borrowing costs are met by savings in the revenue budget.
- 7 'Borrowing in Advance' is the amount the Council borrowed in advance to fund future capital finance costs.
- 8 The amount of debt to be repaid from revenue. The sum to be repaid annually is laid down in the Local Government and Housing Act 1989, which stipulates that the repayments must equate to at least 4% of the debt outstanding at 1 April each year.
- 9 The Council's forecast total debt by the end of the financial year, after taking into account new borrowing, debt repayment and movement in funding by internal balances.
- 10 The Council's normal maturing PWLB debt.
- 11 PWLB debt repaid early during the year.
- 12 Total debt repayable during the year.
- 13 The normal PWLB borrowing undertaken by the Council during 2023/24.
- 14 New PWLB loans to replace debt repaid early.
- 15 The Money Market borrowing undertaken by the Council during 2023/24
- 16 The total external borrowing undertaken.
- 18-22 The Council's forecast debt profile at the end of the year.

Long-Term Debt Maturing 2023/24**Public Works Loan Board: Loans maturing during 2023/24**

Date	Amount £m	Rate %
30/04/2023	2.000	5.625%
22/05/2023	2.000	5.625%
01/11/2023	8.000	5.000%
Total	12.000	

Prudential Indicators Monitoring at 30 June 2023

The Local Government Act 2003 requires the Authority to have regard to CIPFA's Prudential Code for Capital Finance in Local Authorities (the Prudential Code) when determining how much money it can afford to borrow. To demonstrate that the Authority has fulfilled the requirements of the Prudential Code the following indicators must be set and monitored each year.

Authorised and Operational Limit for External Debt

Actual debt levels are monitored against the Operational Boundary and Authorised Limit for External Debt below. The Operational Boundary is based on the Authority's estimate of most likely, i.e. prudent, but not worst case scenario for external debt. The council confirms that the Operational Boundary has not been breached during the first quarter of 2023/24.

The Authorised Limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements. The Authority confirms that the Authorised limit was not breached in the first quarter of 2023/24.

Authorised limit for External Debt	£555,000,000
Operational Limit for External Debt	£570,000,000
Capital Financing Requirement for year	£508,413,000

	Actual 30/06/2023	Forecast 31/03/2024
Borrowing	£302,382,618	£289,382,618
Other Long-Term Liabilities	£ 17,000,000	£ 17,000,000
Total	£319,382,618	£306,382,618

Interest Rate Exposures

These indicators are set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest exposures. Fixed rate investments are borrowings are those where the rate of interest is fixed for the whole financial year. Instruments that mature during the financial year are classed as variable rate.

Fixed Interest Rate Exposure

Fixed Interest Net Borrowing limit	£350,000,000
Actual at 30 June 2023	-£154,917,382

Variable Interest Rate Exposure

Variable Interest Net Borrowing limit	£0
Actual at 30 June 2023	-£7,087,565

Principal Sums Invested over 365 days

Total sums invested for more than 364 days limit	£215,000,000
Actual sums invested for more than 364 days	£ 102,300,000

Maturity Structure of Borrowing

This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing and the actual structure at 30 June 2023, are shown below. Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

	Limit %	Actual %
Under 12 months	0 - 20	8.60
12 – 24 months	0 - 25	5.62
24 months – 5 years	0 - 35	15.54
5 years to 10 years	5 - 40	25.26
10 years +	25 - 95	44.98

OXFORDSHIRE COUNTY COUNCIL INVESTMENT PORTFOLIO 31/03/2023

Fixed term deposits held at 31/03/2023

Counterparty	Principal Deposited	Maturity Date
South Ayrshire Council	£5,000,000.00	03/07/2023
Blaenau Gwent County Borough Council	£3,000,000.00	10/07/2023
South Cambridgeshire District Council	£5,000,000.00	26/07/2023
West Dunbartonshire Council	£5,000,000.00	26/07/2023
Staffordshire Moorlands District Council	£3,000,000.00	31/07/2023
East Dunbartonshire Council	£5,000,000.00	07/08/2023
The Highland Council	£5,000,000.00	09/08/2023
Reading Borough Council	£5,000,000.00	14/08/2023
East Dunbartonshire Council	£5,000,000.00	15/08/2023
London Borough of Newham Council	£5,000,000.00	21/08/2023
Bradford Metropolitan District Council	£10,000,000.00	01/09/2023
Manchester City Council	£5,000,000.00	01/09/2023
London Borough of Waltham Forest Council	£5,000,000.00	01/09/2023
Falkirk Council	£5,000,000.00	04/09/2023
Plymouth City Council	£5,000,000.00	06/09/2023
London Borough of Brent Council	£5,000,000.00	07/09/2023
London Borough of Newham Council	£5,000,000.00	14/09/2023
Wrexham County Borough Council	£5,000,000.00	20/09/2023
Ashford Borough Council	£5,000,000.00	22/09/2023
The Highland Council	£5,000,000.00	10/10/2023
South Ayrshire Council	£5,000,000.00	11/10/2023
Powys County Council	£10,000,000.00	12/10/2023
Plymouth City Council	£10,000,000.00	19/10/2023
DMADF	£10,000,000.00	20/10/2023
DMADF	£10,000,000.00	25/10/2023
London Borough of Hillingdon Council	£5,000,000.00	26/10/2023
Liverpool City Council	£5,000,000.00	27/10/2023
Moray Council	£5,000,000.00	31/10/2023
Medway Council	£5,000,000.00	06/11/2023
Plymouth City Council	£5,000,000.00	07/11/2023
West Dunbartonshire Council	£5,000,000.00	20/11/2023
Cambridgeshire County Council	£10,000,000.00	22/11/2023
Wrexham County Borough Council	£5,000,000.00	22/11/2023
Reading Borough Council	£5,000,000.00	22/11/2023
Medway Council	£5,000,000.00	23/11/2023
Worcestershire County Council	£5,000,000.00	08/12/2023
Great Yarmouth Borough Council	£6,000,000.00	13/12/2023
Watford Borough Council	£5,000,000.00	14/12/2023
Surrey County Council	£5,000,000.00	22/12/2023
Cambridgeshire County Council	£5,000,000.00	10/01/2024

Denbighshire County Council	£5,000,000.00	18/01/2024
London Borough of Lambeth Council	£10,000,000.00	22/01/2024
Manchester City Council	£10,000,000.00	23/01/2024
Fife Council	£5,000,000.00	24/01/2024
Oadby and Wigston Borough Council	£8,000,000.00	24/01/2024
Falkirk Council	£5,000,000.00	25/01/2024
Fife Council	£5,000,000.00	25/01/2024
Guildford Borough Council	£10,000,000.00	25/01/2024
Aberdeenshire Council	£5,000,000.00	05/02/2024
Aberdeenshire Council	£5,000,000.00	08/02/2024
Kirklees Council	£5,000,000.00	15/02/2024
South Ayrshire Council	£3,000,000.00	22/02/2024
Gravesham Borough Council	£6,000,000.00	07/03/2024
Gravesham Borough Council	£5,800,000.00	15/03/2024
Bury Metropolitan Borough Council	£2,000,000.00	10/04/2024
Ashford Borough Council	£5,000,000.00	23/04/2024
North Lanarkshire Council	£5,000,000.00	24/04/2024
Ashford Borough Council	£5,000,000.00	24/04/2024
Police and Crime Commissioner for Merseyside	£5,000,000.00	24/04/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	26/04/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	26/04/2024
Gravesham Borough Council	£2,500,000.00	26/04/2024
Gravesham Borough Council	£2,400,000.00	26/04/2024
Gravesham Borough Council	£1,800,000.00	26/04/2024
Rushmoor Borough Council	£5,000,000.00	10/05/2024
Gloucester City Council	£7,000,000.00	15/05/2024
West Dunbartonshire Council	£5,000,000.00	16/05/2024
The Highland Council	£3,000,000.00	17/05/2024
Rushmoor Borough Council	£5,000,000.00	21/05/2024
South Ayrshire Council	£5,000,000.00	24/05/2024
Manchester City Council	£5,000,000.00	17/06/2024
Short Term Deposit Total	£388,500,000.00	

Counterparty	Principal Deposited	Maturity Date
Cambridgeshire County Council	£5,000,000.00	15/08/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	30/09/2024
Worthing Borough Council	£3,000,000.00	19/11/2024
Falkirk Council	£5,000,000.00	03/01/2025
Police and Crime Commissioner for Lancashire	£5,000,000.00	06/01/2025
Falkirk Council	£5,000,000.00	31/01/2025
Police and Crime Commissioner for Lancashire	£5,000,000.00	14/04/2025
Kirklees Council	£5,000,000.00	15/08/2025
North East Lincolnshire Council	£5,000,000.00	21/11/2025
Worthing Borough Council	£5,000,000.00	21/11/2025
Long Term Deposit Total	£48,000,000.00	
Total Deposits	£436,500,000.00	

Money Market Funds

Counterparty	Balance at 30/06/23 (£)	Notice period
Aberdeen Liquidity Fund	25,000,000.00	Same day
Goldman Sachs Sterling Liquid Fund	0.00	Same day
Deutsche Sterling Liquid Fund	156,218.01	Same day
Federated Sterling Liquidity Funds	20,000,000.00	Same day
Legal & General Sterling Liquidity Fund	20,000.00	Same day
CCLA Public Sector Deposit Fund	5,049,946.06	Same day
Morgan Stanley Sterling Liquid Fund		Same day
Total	50,226,164.07	

Notice / Call Accounts

Counterparty	Balance at 30/06/23 (£)	Notice period
Santander Call Account	3,667.02	Same day
Barclays Current	9,325.51	Same day
Handlesbanken	2,384.91	Same day
Total	15,377.44	

Strategic Bond Funds

Fund	Balance at 30/06/23 (£)	Notice period
Threadneedle strategic bond fund (income)	11,579,863.54	4 days
Threadneedle Global Equity Income Fund	15,308,274.80	4 days
Kames Diversified Income	8,934,685.52	4 days
Ninety One Diversified Income	8,844,964.13	4 days
M&G Strategic Corporate Bond Fund	10,510,147.30	4 days
Schroder Income Maximiser	10,158,471.77	4 days
CCLA Diversified Income Fund	4,670,892.64	4 days
Total	70,007,299.71	

Property Funds

Fund	Balance at 30/06/22 (£)	Notice period
CCLA Local Authorities Property Fund	23,788,337.12	Monthly
Total	23,788,337.12	

This page is intentionally left blank

Division(s): N/A

CABINET – 17 October 2023

Budget and Business Planning Report 2024/25 – 2026/27

Report by the Director of Finance

RECOMMENDATION

1. The cabinet is **RECOMMENDED** to:
 - a) Endorse the report and note the assumptions that will form the starting point for the 2024/25 budget as well as updates since the Medium Term Financial Strategy was agreed in February 2023 that need to be considered;
 - b) Approve the budget and business planning process for 2024/25;
 - c) Approve a three-year period for the medium-term financial strategy to 2026/27 and ten-year period for the capital programme to 2033/34 and;
 - d) Note the requirement for the council to set a sustainable balanced budget which shows how income will equal spending plans.

Executive summary

2. Oxfordshire County Council provides 80 per cent of local government services in Oxfordshire based on expenditure, including adult and children's social care, some education services, fire and rescue, libraries and museums, public health, roads, trading standards, waste disposal and recycling.
3. The [strategic plan 2022 - 2025](#) sets out the council's vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county.
4. The budget and medium term financial strategy (MTFS) support the strategic plan and are reviewed and updated each year through the budget & business planning process. Details of the services that directorates provide, the priorities they support and the planned budgets with which they deliver these, are provided in Annex 1a.
5. Progress on achieving priorities is tracked through the council's outcomes framework with updates shared the Business Management and Monitoring reports to Cabinet. The framework will be reviewed and updated for 2024/25 as part of the annual budget and business planning process.

6. Feedback on budget priorities in the context of the funding available to the council will be sought as part of number of engagement opportunities including activities using a budget simulator from late October to early December 2023. Performance and Corporate Services Overview and Scrutiny Committee will provide feedback in November and December 2023 and January 2024.
7. The Budget & Business Planning process will continue through the autumn and winter. Based on the timetable proposed this report Council will set a budget for 2024/25, a medium-term financial strategy to 2026/27 and capital programme to 2033/34 in February 2024. Performance progress against the budget for 2024/25 will then be monitored through the Business Management & Monitoring reports to Cabinet.
8. This report provides context and background information as well as updates about the wider economic environment since the 2023/24 budget and Medium Term Financial Strategy was agreed in February 2023.

Introduction

9. The council's vision and priorities are supported by the budget and Medium Term Financial Strategy. This report is the starting point for the budget and business planning process for 2024/25. It explains the process for developing and agreeing the budget for 2024/25 and the assumptions on which the current medium term financial strategy (MTFS) agreed in February 2023 is based. It then updates information arising from government and other announcements plus the on-going impact of challenges apparent in 2023/24 and new or emerging financial issues for 2024/25 and beyond which will be incorporated into the new MTFS.
10. Annexes are attached as follows:
 - Annex 1a directorates, priorities and planned budgets for 2024/25
 - Annex 1b General balances and earmarked reserves - 2023/24 forecast position.
 - Annex 1c Planned changes to budgets in 2024/25 – 2025/26 agreed in February 2023.
 - Annex 1d Funding scenarios and updates and MTFS assumptions
 - Annex 2 Budget and Business Planning timetable for 2024/25.
11. It is proposed that the MTFS should be extended by one year to 2026/27 to include the budget for 2024/25 plus the following two years. The capital programme will be extended by one year to cover the 10 - year period to 2033/34.
12. Detailed information about estimated spending pressures and an overview of the proposed approach to savings will be published on 2 November 2023 as part of the agenda for Performance & Corporate Services Overview & Scrutiny Committee on 10 November 2023. The same information will be discussed by Cabinet on 21 November 2023. Proposed savings will be published ahead

of consideration by Performance & Corporate Services Overview & Scrutiny Committee on 8 December 2023.

National & Local Context

13. The council's financial situation remains really challenging and the direct and indirect impacts of the following factors continue to be difficult to predict:

- Reductions in general funding for local government over the last ten years, and the increase in the proportion of the council's spend on social care needs, means the ability to deliver further savings is reduced.
- Continued pressures on demand for social care and the sufficiency of market provision, particularly for Children's Social Care.
- The broader economic environment, including the availability of workforce and the impact of inflation.
- Prolonged uncertainty about the Government's future decisions about local government financing, including a new funding model for adult social care.
- Significant cost of living pressures on communities and residents which, alongside the impacts of inflation now include the impact of higher interest rates on housing costs.
- On-going uncertainty about the future arrangements for the management of past and future overspends against funding for High Needs Dedicated Schools Grant where the deficit built up to date is expected to be £59.4m by the end of 2023/24.

14. As in previous years it is not anticipated that any detailed information about funding for 2024/25 will be received until the Provisional Local Government Settlement which is expected in late December 2023.

15. Information on council tax collection fund surpluses or deficits for 2022/23 needs to be shared by the district councils by mid – January 2024. Information about business rates income and collection fund surpluses or deficits needs to be shared by the districts the end of January 2024. Where information is not received in time to be incorporated into the budget estimates will be included with an update provided to Cabinet in May 2024.

Current medium-term financial strategy

Background

16. The Financial Strategy sets out the approach the council will take to ensure it is financially sustainable over the medium and long term and supports the delivery of the council's Greener, Fairer, Healthier vision and Strategic Plan.
17. Financial resilience is the ability, from a financial perspective, to respond to changes in delivery or demand without placing the organisation at risk of financial failure. The budget is underpinned by a financial strategy which aims to ensure the financial sustainability of the Council, deliver essential services to residents and achieve the council's vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county.
18. Financial sustainability and resilience requires successful and sustained focus on delivery of four critical elements and financial planning principles for the revenue budget and medium term financial strategy:
 - Transforming the council to become employer, partner and place shaper of choice.
 - Managing the impact of rising need through demand management.
 - Delivering agreed savings and planned outcomes from investments.
 - Ensuring the level of earmarked reserves and general balances is adequate based on the level of risk and financial uncertainty and only using one-off resources for temporary purposes.
19. The key components of the Financial Strategy are the:
 - Medium Term Financial Strategy showing how annual revenue funding and expenditure will be balanced over the medium term;
 - Capital & Investment Strategy;
 - Earmarked Reserves and General Balance Policy Statement ;
 - Treasury Management & Investment Strategy.

Revenue Plan: Directorate Budgets

20. The council's revenue budget supports a range of service provision which contributes to the council's vision and priorities. Most of these services, which are grouped and managed within the council's five directorates, continue from one year to the next.
21. Due to the continuity of service provision the first step in building the budget for 2024/25 will be to roll forward 2023/24 budgets. This starting point will then be adjusted for changes planned for 2024/25 built into the MTFS agreed in February 2023.

22. Annex 1a provides more information about each directorate and the services contributing to the council's priorities along with the planned budget for 2024/25 and indicative budgets for 2025/26 based on current plans.
23. The net council funded budget for each directorate and changes that are already planned to create the budget for 2024/25 based in on the current MTFS agreed in February 2023 are summarised in the table below.
24. Any new changes agreed as part of the 2024/25 Budget & Business Planning Process will be added to this starting point.

	2023/24 Budget (*)	Add Planned Changes in current MTFS	Indicative Budget 2024/25	Change in Budget
	£m	£m	£m	%
Adult Services	228.6	21.0	249.6	9%
Children's Services	171.3	9.1	180.4	5%
Environment & Place	75.5	0.1	75.6	0%
Public Health & Community Safety	32.3	0.7	33.0	2%
Resources	71.6	-3.5	68.1	-5%
Inflation to allocate		2.9	2.9	
Directorate Total	579.4	30.2	609.6	5%

(*) 4.5% budgeted pay inflation for 2023/24 has been allocated to directorates in these totals. This will be confirmed once the award is agreed nationally and will be increased using funding held in contingency if the award agreed is higher than 4.5%.

25. After taking account of planned budget increases and changes to savings, the current MTFS includes net new funding totalling £30.2m in 2024/25. This includes £16.3m for demographic growth for adult and children's social care and increases in waste tonnages, reflecting anticipated population and housing changes. A further £27.2m will be added for estimated inflation. There is a planned reduction of £0.8m for the on-going effect of changes to demand and other expenditure pressures and £3.4m funding for one – off investments agreed in February 2023 will be removed. In addition to this there are changes to savings which combine to create a reduction of £5.5m plus a £3.6m reduction in funding from the COVID-19 reserve.
26. Further changes which combine to create an increase of £26.7m are planned to be added to service budgets in 2025/26. Detailed changes for both 2024/25 and 2025/26 are shown in Annex 1c.

Planned Expenditure & Funding in 2024/25 and 2025/25

27. The revenue element of the Medium Term Financial Strategy agreed in February 2023 is summarised below. Before taking account of pressures that will need to be considered through the 2024/25 Budget & Business Planning Process budgeted expenditure was expected to be balanced to the estimated available funding in 2024/25. Based on assumptions in February 2023 there was a shortfall of £6.7m in 2025/26.

	2023/24 Agreed Budget £m	2024/25 Indicative Budget £m	2025/26 Indicative Budget £m
Funding			
Council Tax Requirement	466.7	498.5	517.3
Council Tax Collection Fund Surplus	14.1	4.0	4.0
Business Rates	93.1	94.7	96.3
Total Funding	573.9	597.2	617.6
Net operating budget previous year	520.4	573.9	597.2
Directorate Budget Changes			
Budget increases	81.3	35.7	27.4
Budget decreases	-28.8	-5.5	-0.7
Subtotal Directorate Changes	52.5	30.2	26.7
Changes to budgets held centrally	16.8	-3.6	0.5
Changes to Grant Funding	-15.8	-3.4 ¹	
Net Operating Budget	573.9	597.2	624.4
Budget Deficit (+)/ Surplus (-)	0.0	0.0	+6.7
Council Tax Increase	4.99%	4.99%	1.99%
Band D Council Tax	£1,734.03	£1,820.56	£1,856.79

Financial planning assumptions

28. The Local Government Finance Policy Statement 2023/24 to 2024/25 published on 12 December 2022 set out the government's intentions for the local government finance settlement for the next two years. However, the Provisional Local Government Finance Settlement announced on 19 December 2022 was only for the 2023/24 financial year.

Council Tax and Adult Social Care Precept

29. The Local Government Settlement confirmed that the council tax referendum limit would be increased from 2% to 3% in 2023/24 and 2024/25. Local authorities are also able to meet pressures in adult social care by raising council tax by up to an additional 2% through an additional precept in 2023/24 and 2024/25. The arrangements from 2025/26 onwards remain unclear at this

¹ £5.0m estimated increase to Social Care Grant based on share of national increase offset by the removal of the New Homes Bonus (£1.7m). See paragraph 62 and 63 for further information.

stage. The existing plan assumes that the maximum increase falls back to 2% from 2025/26.

	2024/25	2025/26
Core Council Tax Increase	1.99%	1.99%
Additional Core Council Tax Increase	1.00%	
Adult Social Care Precept - Spending Review 2021	1.00%	
Adult Social Care Precept - Spending Review 2022	1.00%	
Total Council Tax Increase	4.99%	1.99%

30. Each 1% increase in council tax will generate around £4.8m on-going funding for the council's services.
31. The council tax base is the number of Band D equivalent dwellings in a local authority area. Growth in the tax base of 1.75% per year is assumed in the MTFs reflecting anticipated increases in the number of households in Oxfordshire paying council tax. The following table shows how the income generated by the growth in the tax base compares to funding for demographic growth built into the current plan.

	2024/25	2025/26
Budgeted Demographic Growth	£16.3m	£15.7m
Council Tax Base	273,825	278,617
Additional Council Tax funding from 1.75% growth in tax base	£8.2m	£8.7m

32. As well as updating the council tax base each district will also make assumptions about the anticipated level of council tax to be collected in any given year. Where actual income varies from those assumptions it will create a one – off surplus or deficit that is then shared with the county council as a precepting authority.
33. The county council's share of surpluses on council tax collection is estimated to be £4.0m in 2024/25 and 2025/26. The actual surplus for 2022/23 notified by the district councils in January 2023 was £15.0m. That increased from £6.4m in 2021/22 and £8.6m in 2020/21.
34. The budgeted level of surplus for 2024/25 and future years and the management of increased volatility year to year will need to be considered as part of the Budget & Business Planning Process. Based on 2023/24 it is expected that the surplus can be increased from the £4.0m built into the current plan to at least £8.0m. £3.0m funding held in the Council Tax Collection Fund Reserve will be used to manage variations year to year.

General funding & local government funding reforms

35. The Council receives a Settlement Funding Assessment (SFA) from Government which is the share of the local government spending based on the 'need' of a local authority. It comprises Business Rate Top Up Grant, together with the Government's assessment of the level of Business Rates income to be retained by the Council. The SFA for 2023/24 is £74.7m and increased by 3.75% compared to 2022/23 having previously remained unchanged at £72.0m since 2020/21. The 2024/25 SFA is expected to be announced as part of the Provisional Local Government Settlement for 2024/25.
36. In addition, local authorities have been able to retain the growth in business rates from the baseline established in 2013/14 up to the Business Rate Growth Reset originally planned for April 2021.
37. In October 2022, the government confirmed that there would be no changes to business rates during the current Spending Review period which covers 2023/24 and 2024/25. Given the timescale to implement any changes, and the timing of the next General Election, which needs to take place by 24 January 2025, it is not expected that any changes will be implemented from 2025/26. However, there is significant uncertainty beyond 2026/27.
38. Business Rates funding for 2023/24 and surpluses for 2022/23 were notified by the district councils and the Department for Levelling Up, Housing and Communities (DLUHC) after the budget was agreed in February 2023 and an update was included in the Financial Monitoring Report to Cabinet in May 2023.

Section 31 Business Rates Reliefs

39. Section 31 grant funding for Business Rates reliefs for 2023/24 includes £4.4m for local business rates income that has not been collected as a result of Business Rates reliefs for Leisure & Hospitality businesses following COVID-19 which were extended into 2023/24 in the Autumn Statement 2022. It is currently difficult to predict what the impact on the collection fund and local growth will be after these reliefs end in March 2024 or whether they will be extended again by the government.
40. The indexation element of the Section 31 grant was also increased from £7.3m in 2022/23 to £12.9m in the final settlement for 2023/24. This is also now more difficult to predict this as it is moving independently of the SFA.
41. The table on the next page summarises the actual funding received in 2022/23, budgeted and notified funding for 2023/24 and the funding for 2024/25 and 2025/26 assumed in the Medium Term Financial Strategy agreed in February 2023.

	2022/23 Funding £m	2023/24 Agreed Budget (February 2023) £m	2023/24 Notified Funding £m	2024/25 MTFS £m	2025/26 MTFS £m
Business Rates Local Share	29.7	32.0	34.7	32.6	33.3
Business Rates Top-Up Grant	40.5	42.7	40.0	43.6	44.4
Settlement Funding Assessment	72.0	74.7	74.7	76.2	77.7
Local Growth	1.4	4.0	1.3	4.1	4.2
Section 31 Grant for Business Rates Reliefs – Retail & Hospitality reliefs ²	4.5	0.0	4.4	0.0	0.0
Section 31 Grant – Indexation Element	7.3	12.6	12.9	12.6	12.6
Section 31 Grant for Business Rates Reliefs – on-going reliefs	1.7	1.8	1.8	1.8	1.8
Total Section 31 Grant for Business Rates Reliefs and Indexation	13.5	14.4	19.1	14.4	14.4
Collection Fund Surplus for previous year	1.9	0.0	2.1	0.0	0.0
Total	88.8	93.1	97.2	94.7	96.3

42. Based on the notified funding for 2023/24 and income received in 2022/23, it is anticipated that the assumed business rates income for 2024/25 and 2025/26 can be increased compared to the assumptions in the MTFS. However, because of the on-going uncertainty about the reliefs, national changes, and the unpredictability of surpluses or deficits, funding will need to continue to be held in the Business Rates Collection Fund reserve to manage future risk.

43. Authorities can also choose to pool business rates through the rates retention scheme which provides the opportunity to pool business rates and build growth across a wider area. Pooling can help local authorities manage volatility in business rates income, sharing fluctuations across the pool. The effects will be different in each case depending on the members of the pool and their individual circumstances. The council is a member of the North Oxfordshire Business Rates Pool with Cherwell District Council and West Oxfordshire District Council and has received around £0.5m share of the pooling gain in the last two financial years. Work is continuing to assess the on-going benefits and the members of the pool need to notify DLUHC that they want to be a member of the pool in 2024/25 by 10 October 2023.

² These reliefs were extended until 31 March 2023 in the Autumn Statement 2022.

Inflation, Demand & Contingency

Inflation

44. The Chancellor's Autumn Statement in November 2022 set out that the Consumer Price Index was expected to rise by 7.4% in 2023 and 0.6% in 2024. The Spring Statement in March 2023 revised the expected increases to 6.1% for 2023 and to 0.9% in 2024. Since then, inflation has continued at a higher rate than forecast.
45. The latest estimate from the Office for National Statistics indicates that CPI inflation was 6.7% for the 12 months up to August 2023. This fell slightly from 6.8% in the 12 months up to July 2023. The Retail Price Index (RPI) increased by 9.1% in the 12 months up to August 2023, compared to an increase of 9.0% in the year to July 2023.
46. In summer 2023 the Low Pay Commission consulted on a range of proposals to increase the National Living Wage (currently £10.42 per hour) from 1 April 2024.
- Lower £10.90 per hour (4.6%)
 - Central £11.16 per hour (7.1%)
 - Upper £11.43 per hour (9.7%)
47. Subject to economic conditions, the National Living Wage will reach the Government's target of two thirds of median earnings in April 2024. The 2023 consultation has also considered the approach for April 2025 onwards so the impact of further increases from 2025/26 onwards remains unclear at this stage.
48. The increase from April 2024 is likely to be announced in the Autumn Statement expected on 22 November 2023. Ahead of that the Chancellor has announced that the hourly rate will increase to at least £11.00.
49. The impact of the final agreed increase on the rates the council pays for services will need to be considered as part of the budget process along with other inflationary pressures for both pay and non – pay expenditure.

Green Book Pay

50. The 2023/24 budget includes funding for an estimated pay award equivalent to 4.5%. The claim lodged by UNISON, GMB and Unite on 30 January 2023 included a request to increase pay by RPI (10.70%) + 2.0% on all pay points. On 23 February 2023, national employers responded with the following offer:
- With effect from 1 April 2023, an increase of £1,925 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive.
 - With effect from 1 April 2023, an increase of 3.88 per cent on all pay

points above the maximum of the pay spine but graded below deputy chief officer.

51. After taking account of the number of staff on different pay points the current pay offer is estimated to equate to an overall estimated increase equivalent to 5.5%, 1.0% more than budgeted at a cost of £2.6m per annum. Some of the existing contingency budget would need to be used to meet the on-going cost. All three unions have rejected this offer and further strike ballots by GMB will take place open on 12 September 2023 and close on 24 October 2023.
52. Because inflation was forecast to fall back by 2024/25 the MTFS assumes pay inflation increases of 2.5% in both 2024/25 and 2025/26. Based on the anticipated increase in the National Living Wage on it is unlikely that 2.5% will be sufficient so funding to increase the assumed increase to at least 4.0% will need to be added to the budget for 2024/25.

Contract Inflation

53. Funding for contract inflation has been built into directorate budgets based on the contractually specified and timing of uplifts for different contracts.
54. The ability to meet the additional cost of both contract and pay inflation within the available funding will need to be considered as part of the Budget & Business Planning process for 2024/25.

Social Care Pressures

55. The on-going impact of underlying pressures in Children's Services which contributed to an overspend of £19.2m in 2022/23 remains a significant challenge in 2023/24. These pressures, which are contributing to a forecast overspend of £11.0m in 2023/24, are driven by a combination of care placements costs, staffing (particularly the reliance on agency staff to cover vacancies) and Home to School Transport. Children's Services have implemented a number of organisational, governance and business process controls as well as market management actions to address the underlying pressures but it is taking time for these to have an impact.
56. A £3.0m forecast overspend for Adult Services in 2023/24 reflects an unexpected increase in the number of residential placements during 2023/24. Work is continuing to understand the reasons for this but the on-going impact will need to be assessed and considered as part of the Budget & Business Planning Process.
57. While action is continuing to being taken to manage them, these demand and inflationary pressures remain a significant challenge and risk in 2023/24 and beyond.

Contingency

58. To help manage the impact of financial risk, a corporate contingency budget is held to cover:
- the risk that demographic pressures are higher than forecast;

- any unfunded new burdens or unfunded elements of government grant;
- any potential pay awards beyond budgeted assumptions plus other inflationary risk; and
- the risk that proposed savings are not achieved in full, based on the performance targets set out in the Financial Strategy.

59. The level of on-going contingency budget that will be held for 2024/25 will be considered as part of the Budget & Business Planning process.

Un-ringfenced grant funding changes built into the plan for 2024/25

60. £1.6Bn new grant funding for councils in 2022/23, 2023/24 and 2024/25 was announced as part of the Government's Spending Review 2021. This funding was intended to increase investment in supporting vulnerable children and enable local authorities to continue to provide the other local services that people rely on. A significant element of this was used to increase the funding for the Social Care Grant and to create the Services Grant.

Services Grant

61. The Provisional Settlement confirmed that the council would receive £2.8m Services Grant funding in 2023/24. The current plan assumes this continues unchanged in 2024/25 and 2025/26 but it is unclear what the long term arrangements will be.

Social Care Grant

62. The Autumn Statement 2022 set out that £1.265bn in 2023/24 and £1.877bn in 2024/25 would be distributed to local authorities through the Social Care Grant for adult and children's social care.

63. The council has received £11.3m new funding in 2023/24 increasing the total Social Care Grant to £29.2m. Based on national totals and the same distribution method the MTFS assumes that there will be a further increase of £5.0m to £34.2m from 2024/25 onwards.

New Homes Bonus

64. Un-ringfenced funding from the New Homes Bonus, which was extended by a further year into 2022/23, was not expected to continue from 2023/24. However, the Provisional Settlement confirmed that the council would receive a further £1.7m in 2023/24. The government indicated that this would be reviewed before the 2024/25 settlement so the current plan assumes that this is one – off in 2023/24.

65. An update on each of these grants is expected to be received as part of the Local Government Settlement for 2024/25.

Dedicated Schools Grant (DSG) and High Needs Deficit

66. In July 2023, the Department for Education (DfE) announced a provisional 2024/25 DSG allocation of £616.6m for Oxfordshire. This includes the schools, high needs and central block but excludes early years and funding for growth. Schools' DSG will increase by 3.12% to £503.9m in 2024/25, excluding growth funding. High needs DSG will increase by 4.4% or £4.9m to a total of £107.8m (before top slicing for place funding) in 2024/25.
67. Demand continues to outstrip the growth in the grant funding and as set out in the Business Management & Monitoring Report to Cabinet in September 2023 the forecast deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £18.3m in 2023/24. Action to reduce the expenditure is being taken and Oxfordshire is part of the Department for Education's Delivering Better Value scheme. This is a national programme investing £85m over 3 years for 55 local authorities to help manage High Needs deficits. Despite this, continued increases in demand mean that annual deficits against the grant funding are expected to grow in future years.
68. In line with a change to the CIPFA code of practice on DSG High Needs deficits an unusable reserve to hold negative High Needs DSG balances was created in 2020/21. The forecast deficit of £18.3m in 2023/24 will increase the total accumulated negative balance for High Needs held in this reserve to £59.3m at 31 March 2024.
69. The regulations which require the negative balance to be held in an unusable reserve were due to come to an end on 1 April 2023. In December 2022 the government agreed to the extension of the DSG statutory override for a one-off period of three years (up to March 2026).
70. DSG deficits cannot currently be met from general council funding without permission from the Secretary of State. However, this deficit, both accumulated to date, and on-going, is a significant financial risk irrespective of the future arrangements for the statutory override. This will need to be taken into account in the Section 25 Statement and the overall financial position for the council and the assessment of the adequacy of reserves and balances for 2024/25.
71. Updates on the forecast High Needs budget and deficit for 2024/25 will be considered as part of the Budget & Business Planning process.

General balances and earmarked reserves

72. A local authority is not permitted to allow its spending to exceed its available resources so that overall it would be in deficit. Section 25 of the Local Government Finance Act 2003 requires that when a local authority is agreeing its annual budget and council tax precept, the Chief Finance Officer must report to it on the following matters:
- The robustness of the estimates made for the purposes of the (council tax requirement) calculations
 - The adequacy of the proposed financial reserves

73. The council maintains general balances to provide a contingency against unplanned or unexpected events. As set out in the Earmarked Reserves and General Balances Policy Statement agreed in February 2023, and explained further in Annex 1b, the risk assessed level for 2023/24 is £30.2m. This is equivalent to 5% of the net operating budget of £573.9m agreed by council in February 2023 and equates to around three weeks net expenditure. A review will be undertaken as part of the budget and business planning process to determine the appropriate level of balances for 2023/24.
74. Most of the funding held in reserves is expected to be used for specific agreed purposes to support revenue expenditure or to fund the capital programme. Further detail, including a breakdown of reserves into grant funding that hasn't yet been spent, funding for corporate priorities and risks, and funding for the capital programme, is provided in Annex 1b.

Government Announcements

Adult Social Care Reform

75. As part of the Autumn Statement 2022 the government confirmed that the national rollout of social care financing reforms would be delayed from October 2023 to October 2025. However, funding for implementation would be maintained within local government to enable local authorities to address adult social care pressures and was allocated through the Social Care Grant.
76. The Next Steps to put People at the Heart of Care was published in April 2023. Further updates on future reforms are awaited.

Market Sustainability & Improvement Fund

77. In July 2023 the Government announced the allocation of a further £600m of funding which is to be focused on enabling councils to address the staffing crisis in social care, provide more care at home, support carers and meet the challenge of winter pressures.
78. £570m will be distributed directly to councils through the existing Market Sustainability & Improvement Fund, with a focus on social care workforce and improvement.
79. £365m will be allocated in 2023/24, with the remaining £205m in 2024/25. Oxfordshire will receive £3.5m in 2023/24 and this is expected to increase in 2024/25 but confirmation is awaited.
80. The remaining £30m will be allocated to local authorities in the most challenged health systems.

Waste Packaging (Extended Producer Responsibilities)

81. In July 2023 Defra announced that Extended Producer Responsibility (EPR) for packaging fees would be delayed. This means that payments to local

authorities, which were due to start in October 2024, are now expected to start in October 2025 but further information is awaited.

82. Due to the lack of detail and information currently available it is difficult to predict the long term impact. However, since EPR was expected to help meet the cost to the council of managing packaging waste those costs will continue to need to be met by the council until this is implemented.

Transfer of Local Enterprise Partnership (LEP) Functions

83. The Levelling Up White Paper set out that in future the Government expects LEP functions to be exercised by the respective upper tier local authority or authorities. In the Spring Budget the government announced that central government support for LEPs would be withdrawn from April 2024.
84. Decisions, where appropriate, on the transfer of assets need to be agreed by the LEP, its Accountable Body, and respective local authorities by March 2024, though the practical integration and transfer process may extend beyond that date.

Approach for 2024/25

85. The updates set out in this report could have a range of potential impacts. Annex 1d summarises possible changes to funding and sets out optimistic, pessimistic and most likely scenarios for each funding source. It also shows the possible change in funding compared to the assumptions in the current MTFS. The final funding is expected to be a mix of these so scenario planning will be developed to look at different funding combinations.
86. As explained in paragraph 27 planned expenditure budgets were matched to anticipated funding in 2045/25 assuming the maximum council tax increase of 4.99%.
87. While it is possible that business rates funding and council tax surpluses may increase compared to the assumptions in February 2023 it is likely that any additional on-going funding will be required to meet the cost of additional pay inflation.
88. Over the summer directorates were asked to assess the cost of service plans and likely demand/costs, taking into account the on-going impact of pressures in 2023/24, and compare anticipated costs to the planned budget available for 2024/25. As a result of this exercise pressures of £30m - £40m have been identified. Work is continuing to confirm and refine these so detailed pressures and an overview of the approach to savings will be published on 2 November 2023 as part of the agenda for Performance & Corporate Services Overview & Scrutiny Committee on 10 November 2023.
89. An update on funding following the Autumn Statement and proposed budget reductions needed to meet pressures will be published on 29 November 2023 ahead of Performance & Corporate Services Overview and Scrutiny Committee on 8 December 2023.

Capital & Investment Strategy

90. Capital expenditure obtains or improves buildings, vehicles, equipment or other assets owned by the council. The capital programme shows how the Council will use capital expenditure to support the delivery of its priorities. It is split into a firm programme of schemes which have been agreed to progress and a pipeline of future schemes. The firm programme needs to align to the funding available and the agreed level of prudential borrowing.
91. The programme is updated quarterly and fully refreshed as part of the Budget and Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and timescale for delivery, and incorporates the current funding position.
92. Full Council is required to approve the capital and investment strategy annually to demonstrate that capital expenditure and investment decisions are in line with service objectives and properly take account of stewardship, value for money, prudence, sustainability and affordability. The capital and investment strategy incorporates the treasury management strategy and the investment strategy and is supplemented by the property strategy and highways asset management plan.
93. The capital pipeline agreed in February 2023 provides funding for schemes which were agreed to support the council's priorities, have an agreed need, a confirmed alignment with the prioritisation framework and a basic mandate. These schemes are subject to further development ahead of being added to the firm capital programme. There is a further pre-pipeline of schemes with no current funding identified. These schemes are at a very the early stage and it is not yet clear if they meet a predicted need and/or align to the prioritisation framework. Updates to the pipeline and pre-pipeline will be considered as part of the Budget & Business Planning process for 2024/25.
94. Proposed changes impacting on 2024/25 and future years will be published on 29 November 2024 as part of the agenda for Performance & Corporate Services Overview & Scrutiny Committee on 8 December 2023.

Budget Engagement

95. The strategic plan makes a commitment to taking decisions in an open and inclusive way.
96. The council's approach to consultation and engagement is explained further in the consultation and engagement Strategy 2022/25. This puts residents at the heart of decision-making and aims to engage with and listen to residents and other partners in a more active and inclusive way.
97. The council's approach to budget engagement for 2024/25 aims to:

- Involve, inform and engage residents, businesses, staff and partners about the financial pressures facing the council and underline our ongoing commitment to delivering against our strategic priorities.
- Enable the council to develop a clear understanding of what is important to local people, their priorities and the challenges facing their communities and to feed that insight into the budget and business planning process.
- Increase understanding of how the council works, the range of services it delivers and what council tax is spent on.

98. This year the budget engagement comprises two phases:

- Phase 1: Representative residents' survey
- Phase 2: Participatory engagement: Online budget simulator

Phase 1: Representative residents' survey

99. A self-completion survey sent to a random sample of households across the county, supplemented by 166 on-street interviews targeted younger adults took place between 23 May and 27 June 2023.

100. The residents' survey form was wide ranging, and the budget section specifically sought peoples' views on the approaches the council could take to reduce costs and generate income – the general principles and building blocks on which the council's budget is shaped and on council tax levels. It also asked residents about the impact of the cost-of-living crisis on their personal finances.

101. In total 1,144 residents aged 18+ took part, delivering statistically representative results to +/- 3 per cent at the 95 per cent level of confidence at a county level. All the survey data has been 'weighted' by local authority area, age and gender in order to be reflective of Oxfordshire's population aged 18+ from the 2021 census profile.

102. 32 per cent of respondents felt their personal financial situation was 'about the same' compared to a year ago, 4 per cent 'felt better off' and 62 per cent 'felt worse off'. In terms of being able to manage their household bills, 26 per cent of respondents said they had 'sometimes struggled' to pay at least one of their household bills over the last 12 months, 11 per cent said they struggled 'most of the time' and 4 per cent said they struggled 'all of the time'.

103. When respondents were asked to state in their own words what they felt the most important issues were facing them, their local area as a place and the people who live in it, by far the most recurrent theme was the state of the county's roads: 'road surfaces in poor repair/dangerous', 'too many potholes', 'poor quality of repairs' mentioned spontaneously by 31 per cent of respondents.

104. Focusing specifically on the county council's budget, respondents were most receptive to the council taking action on the following ideas as ways to make savings and generate income: 'generating additional income by maximising the use of buildings and land the council owns (our assets)' (net agreement +83 per cent), 'reducing costs by using digital technology to deliver services more efficiently' (net agreement +65 per cent), 'reducing the costs of the contracts we use to provide services (net agreement +55 per cent) and reducing staffing costs by redesigning 'using fewer agency staff and/or holding vacancies' (net agreement +47 per cent).
105. By far the least popular of the nine ideas for how the council could make savings and generate income presented were: 'generate additional income by increasing council tax' and 'reduce spending on frontline services' (net agreement of –40 per cent and –56 per cent respectively).
106. With regards to council tax levels, 34 per cent of respondents agreed the council should consider a 4.99 per cent increase and 39 per cent disagreed. A majority of respondents disagreed that the council should consider a 5.99 per cent increase and 6.99 per cent increase (52 per cent and 60 per cent respectively). Overall, 20 per cent of respondents were willing to agree that the council should consider a 5.99 per cent increase and 16 per cent a 6.99 per increase – both slightly higher proportions than in 2022 (17 per cent and 12 per cent respectively).

Phase 2: Budget simulator with supporting outreach activities

107. New for 2024/25 the council is trialling an online budget simulator tool, that puts residents and stakeholders in the driving seat by taking on the role of councillors and weighing up choices and trade-offs for themselves as they seek to set a balanced budget. The simulator will be available from the end of October to early December 2023. The council's digital channels will be used to encourage participation with the budget simulator including targeted, paid-for social media content.
108. Outreach activities are also planned including: three events for secondary school aged children and six events for adults, including engaging people with learning disabilities, military families and communities known to experience inequalities.

Budget and Business Planning Timetable

109. The Budget & Business Planning report to Performance & Corporate Services Overview & Scrutiny Committee on 10 November 2023, that will be published on 2 November 2023, will set out the latest position on pressures and provide a break down of the individual pressures by directorate along with an overview of the anticipated approach to savings.

110. Revenue savings and capital budget proposals, as well as proposed charges for 2024/25, will be published on 29 November 2023, ahead of being considered by the Performance & Corporate Services Overview & Scrutiny Committee on 8 December 2023. This committee will have a further opportunity to comment on the updated proposals in light of any updates to funding received in late December or early January, on 19 January 2024, alongside the outcome of the public consultation.
111. The district councils are required to provide council tax bases, council tax collection surpluses/deficits and business rate forecasts by 31 January 2024. Provisional figures are expected in mid-December 2023. These will be used to inform the budget considered by Cabinet in January 2024.
112. The provisional local government finance settlement, which provides information about the general funding available to the council and any changes to the level of council tax that can be agreed is expected to be announced in late December. The final settlement is likely to be announced in late January/early February 2024. This will confirm the general funding available to the Council for 2024/25.
113. Cabinet will take into consideration the comments from the Performance and Corporate Services Overview and Scrutiny Committee in December 2023 and January 2024, as well as feedback from the public engagement and consultation, alongside the funding available announced as part of the provisional local government settlement, in setting out its proposed budget on 23 January 2024. The capital and investment strategy, including the treasury management strategy, and review of charges will be included as part of the proposed budget.
114. The Council meeting to agree the 2024/25 revenue budget, medium term financial plan and capital programme will take place on 20 February 2024. The council is legally required to share the county council precept with the district councils by 1 March 2024.
115. A timetable for the budget and business planning process is attached at Annex 2.

Staff implications

116. There are no staffing implications arising directly from the report. Further information will be shared through the budget and business planning process.

Climate implications

117. Climate Action is a policy priority for Oxfordshire County Council. The council will publish commentary on the potential climate implications of changes to service and capital delivery arising through the budget planning process.

Equality and inclusion implications

118. There are no equality and inclusion implications arising directly from this report. A high level assessment of the broad impact of the revenue budget proposals will be included as part of the published information in November 2023. More detailed impact assessments, which will take account of feedback from the public consultation and from scrutiny, will accompany Cabinet's proposed budget in January 2024.

Risk management

119. Risks and opportunities to the council and levels of reserves and balances will be considered as part of the budget and business planning process.

Financial implications

120. The Council is required by law to set a balanced budget for 2024/25 before 1 March 2024. Alongside this, there is a requirement under Section 25 of the Local Government Finance Act 2003 for the Chief Finance Officer to prepare a statement on the robustness of the budget estimates and the adequacy of reserves. This report is the first stage in the process to achieve these objectives.

Comments checked by:

Lorna Baxter,
Director of Finance

Legal implications

121. The Council is required under the Localism Act 2011 to set a council tax requirement for the authority. This report provides information which, when taken together with the future reports up to January 2024, will lead to the council tax requirement being agreed in February 2024, together with a budget for 2024/25, two-year medium term financial strategy (2025/26 and 2026/27) and ten - year capital programme.
122. The Council has a fiduciary duty to Council Tax payers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term, the need to strike a fair balance between the interests of the Council Tax payers and ratepayers and the community's interest in adequate and efficient services and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers.

Comments checked by:

Anita Bradley
Director of Law and Governance and Monitoring Officer

LORNA BAXTER
Director of Finance

Contact Officers:
Kathy Wilcox: Head of Corporate Finance
Tel: 07788 302163

Kerry Middleton: Head of Communications, Marketing and Engagement
Tel: 07586 479081

Louise Tustian: Head of Insight and Corporate Programmes
Tel: 07741 607452

October 2023

This page is intentionally left blank

The council's directorates, priorities & planned budgets

1. The council's services are organised into five directorates who work collectively to achieve the strategic plan through focussing on the nine priorities.
2. The council's vision and priorities are as follows:



Adult Services

3. Adult Services supports people aged over 18 with physical, cognitive or age related conditions to lead independent lives with particular focus on priorities:
 1. Tackle inequalities in Oxfordshire.
 2. Prioritise the health and wellbeing of residents.
 3. Support carers and the social care system.
4. To do this the council works to provide:
 - information & advice,
 - assessments for care and support,
 - short and long-term support,
 - safeguarding for vulnerable adults.
5. We want people in Oxfordshire to live well in their community, remaining fit and healthy for as long as possible. To do that we working to build greater resilience in our communities, increased independence and personal connection for the people we serve, a better experience for people who are seeking or receiving support, greater satisfaction for people in need of support, our communities and partners, improved relationships and ways of working for all of our staff and colleagues and reduced demand on formal care services, due to proactive and preventative community outreach.
6. The council works with the NHS, private and voluntary sector to deliver effective services and use the expertise of our customers and other key stakeholders to design, procure and evaluate services.
7. The majority of the adult social care budget is pooled with health budgets held by the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire and Berkshire West. The joint budgets support the delivery of the local priorities identified in the Joint Health and Wellbeing Strategy, as well as the delivery of national targets. The intention is that working together enables better integration of health social care and housing, leading to a better experience and outcomes for Oxfordshire residents.

Adult Services	2024/25 £m	2025/26 £m
Budget rolled forward from previous year (*)	228.6	249.6
Budget increases agreed in previous budgets	22.8	11.9
Budget decreases agreed in previous budgets	-0.9	-0.6
One-off funding from COVID-19 Reserve falls out	-0.9	-0.3
Planned Budget	249.6	260.6
Increase to budget compared to previous year	9%	4%

(*) including estimated funding for 2023/24 pay inflation

Children's Services

8. The focus of Children's Services is the following priorities:
 1. Create opportunities for children and young people to reach their full potential.
 2. Tackle inequalities in Oxfordshire.
 3. Prioritise the health and wellbeing of residents.
 4. Support carers and the social care system.
9. The council has an overarching responsibility to work with partners to improve the well-being of children and young people, and to reduce inequalities between them. The council's statutory duties fall into four main areas:

Safeguarding

10. The council works with partners to make arrangements to ensure that all our functions are discharged with a view to safeguarding and promoting the welfare of children. In particular, the council ensures that there are clear and effective arrangements to protect children and young people from harm.
11. The independent Oxfordshire Safeguarding Children Board coordinates the effectiveness of arrangements to safeguard and promote the welfare of children and young people in the County.

Vulnerable children and young people

12. The council works with partners to understand local need and secure provision of services that promote prevention and early intervention and offer early help to children, young people and families so that emerging problems are dealt with before they become more serious.
13. It also acts as the 'corporate parent' for children we care for, with key roles in improving their educational attainment, and the provision of stable and high quality placements and proper planning for when they leave care. The council also works to ensure that disabled children and those with special educational needs (SEN) can access high quality provision that meets their needs and fund provision for children with statements of SEN.
14. The council ensures arrangements are in place for alternative provision for children outside mainstream education or missing education (for example due to permanent exclusion or illness) to receive suitable full-time education. We also ensure that there is coherent planning between all agencies providing services for children involved in the youth justice system (including those leaving custody), secure the provision of education for young people in custody and ensure that safeguarding responsibilities are effectively carried out.

Education

15. The council promotes the interests of children, young people, parents and families and work with local communities to stimulate and support a diversity of school, early years and 16 to 19 provision that meets local needs. We promote participation in education or training of young people, including by securing provision for young people aged 16 - 19 (or 25 for those with learning difficulties or disabilities). This includes ensuring fair access to all schools for every child in accordance with the statutory School Admissions and School Admissions

Appeal Codes and ensuring appropriate information is provided to parents, and suitable provision for suitable home to school transport arrangements.

16. We actively promote a diverse supply of strong schools, including by encouraging good schools to expand and, where there is a need for a new school, seeking proposals for an academy or free school. We also need to promote high quality early years provision, including helping to develop the market, securing free early education for all three and four year olds and for all disadvantaged two year olds. This includes providing information, advice and assistance to parents and prospective parents, and ensuring there are sufficient children's centre services to meet local need and sufficient childcare for working parents. We also promote children and young people's participation in public decision-making so they can influence local decisions about services.
17. The council works with head teachers, school governors and academy sponsors and principals to promote educational excellence for all children and young people and make sure they are ambitious in tackling underperformance. We support maintained schools in delivering an appropriate National Curriculum and early years providers in meeting the requirements of the Early Years Foundation Stage (as outlined in the EYFS Statutory Framework).
18. Where necessary we take rapid and decisive action in relation to poorly performing schools, including using powers of intervention with regard to maintained schools and considering alternative structural and operational solutions. We develop robust school improvement strategies and promote high standards in education by supporting effective school-to-school collaboration. We also provide local leadership for tackling issues needing attention which cut across more than one school, for example poor performance in a particular subject area across a cluster of schools.

Children's Services	2024/25 £m	2025/26 £m
Budget rolled forward from previous year (*)	171.3	180.4
Budget increases agreed in previous budgets	10.4	9.9
Budget decreases agreed in previous budgets	0.6	0.1
One-off funding from COVID-19 Reserve falls out	-1.9	-1.0
Planned Budget	180.4	189.4
Increase to budget compared to previous year	5%	5%

(*) including estimated funding for 2023/24 pay inflation

Public Health & Community Safety

Public Health

19. The majority of public health services are funded by ringfenced grant funding (**£33.6m in 2023/24**, with a provisional 1.4% uplift for 2024/25). The [conditions attached to this funding](#) set out that this must be used to meet certain responsibilities and prescribed functions:

- the improvement of the health and wellbeing of local populations and communities, including the provision of functions such as sexual health services, NHS health checks, and health visiting
- carry out health protection functions delegated from the Secretary of State
- reduce health inequalities across the life course, including within underserved populations and communities
- Have regard to need to need to improve take up of, and outcomes from, drug and alcohol misuse treatment services

The public health grant can also be used for a range of non – prescribed functions, for example tobacco control and obesity services, public mental health, and dental public health.

20. The Public health grant conditions allow for underspends against the grant funding to be carried over into the next financial year as part of a public health reserve. The use of this reserve must comply with grant conditions and the Department of Health and Social Care reserve the right to consider reducing future grant allocations in the case of significant and repeated underspends.
21. Public health services in Oxfordshire were considerably disrupted through the pandemic. Service providers often had to rapidly shift to remote provision rather than face-to-face (such as for local stop smoking services) and in some cases services were temporarily stopped (such as NHS Health Checks). Because of this, the public health grant underspend for 2020/21 and 2022/23 was greater than in previous years.
22. Accumulated underspends against the ringfenced grant funding for Public Health Funding held in the public health reserve totalled £5.9m as at 31 March 2023. This funding is being used to support a public health recovery programme based on following principles:
 - tackling public health priority areas (tobacco control, obesity, domestic abuse, and mental wellbeing);
 - addressing inequalities;
 - contributing to an inclusive COVID-19 recovery;
 - wider system influencing to improve health and create healthy spaces;
 - supporting collaboration and partnership working across Oxfordshire.

Community Safety

23. Community Safety is comprised of Oxfordshire Fire and Rescue Service, Emergency Planning, Gypsy & Traveller Services and Trading Standards. These services help to contribute to the following priorities:
 2. Tackle inequalities in Oxfordshire
 3. Prioritise the health and wellbeing of residents.
 9. Work with local businesses and partners for environmental, economic and social benefit.
24. Oxfordshire Fire & Rescue Service provides a Fire and Rescue service as set out in the Fire and Rescue Services Act and National framework document, to meet the requirements of the Oxfordshire County Council Fire Authority's

Community Risk Management Plan (CRMP). Services are delivered through a combined approach of Protection, Prevention and Response.

25. Emergency Planning ensures that the requirements of the Civil Contingency Act and other supplementary legislation are met. The team leads on ensuring plans for organisational resilience and business continuity are in place across the council and provides business continuity advice to local businesses.
26. Gypsy & Traveller Services deals with unauthorised encampments and manages six county council owned permanent sites.
27. The Trading Standards team discharges the council's statutory obligations to ensure compliance with certain consumer and environmental legislation, including in relation to weights and measures, product safety, trade representations and trademarks, unfair contract terms and unfair trading practices, animal health and welfare, price marking and price comparisons, supply of age restricted products, illegal tobacco, licensing and inspection of explosives and petroleum storage facilities and safety certification of sports grounds. Non-statutory work includes consumer advice and support, scam reduction, and road weight restriction enforcement.

Public Health & Community Safety	2024/25 £m	2025/26 £m
Budget rolled forward from previous year (*)	32.3	33.0
Budget increases agreed in previous budgets	0.5	0.5
Budget decreases agreed in previous budgets	0.2	0.0
Planned Budget	33.0	33.5
Increase to budget compared to previous year	2%	1%

(*) including estimated funding for 2023/24 pay inflation

Environment & Place

28. Environment and Place delivers and commissions a wide range of highly visible services and functions, leading and driving the delivery of three of the Council's nine priorities. These are:
 1. Put action to address the climate emergency at the heart of our work.
 2. Invest in an inclusive, integrated and sustainable transport network.
 3. Preserve and improve access to nature and green spaces.
29. Highways Maintenance, Public Rights of Way management and Household Waste Recycling Centres include the delivery of the council's duty to maintain a safe highway. Additional regulatory functions include being Lead Local Flood Authority, the Minerals and Waste Planning authority and the delivery of environmental and support services including the provision of archaeological expertise.
30. Working with district partners and key stakeholders through effective administration of policy, the directorate champions development planning that

seeks to create sustainable communities, where sustainable transport is encouraged, new jobs are created and health inequalities are reduced.

31. The directorate is responsible for delivering all major capital infrastructure schemes including the Housing Infrastructure Fund 1 & 2, Housing and Growth Deal, and Local Growth fund projects from concept to delivery and monitoring across Oxfordshire. It is also responsible for road safety, traffic and asset management, effective network management and supporting the ongoing development of active travel in addition to working with partners to deliver effective public transport services.
32. The service is also responsible for supported transport including home to school transport.

Environment & Place	2024/25 £m	2025/26 £m
Budget rolled forward from previous year (*)	75.5	75.6
Budget increases agreed in previous budgets	3.6	3.9
Budget decreases agreed in previous budgets	-3.1	-0.3
One-off funding from COVID-19 Reserve falls out	-0.4	
Planned Budget	75.6	79.2
Increase to budget compared to previous year	0%	5%

(*) including estimated funding for 2023/24 pay inflation

Resources and Law and Governance

33. The focus of the services that combine within Resources and Law and Governance is to:
 - work with the council's Cabinet to set and communicate the direction of the Council and support the organisation through periods of significant change.
 - Deliver services for both internal customers, through the provision of enabling services such as Communications, Strategy & Insight and Finance and customers through the provision of key frontline and universal services such as the Customer Service Centre, libraries and the Registration Service.
34. The services contribute directly to priority 8 “play our part in a vibrant and participatory local democracy” and also support the achievement of all nine priorities through activities needed to “run the business” and support access to services.
35. The Customer Service Centre provides the initial gateway / first point of contact for all initial customer enquiries across a wide range of council services and channels including phone, email, social media and face to face. The team provides the corporate oversight to the voice of the customer activity through the administration of the complaints and Freedom of Information (FOI) activities
- 36.

37. Cultural Services provides public library services across 44 sites in the county, as well as the Oxfordshire Museum, History and Archive and Victoria County History services which have responsibility for the collection, conservation and public access to portable history, local studies, corporate and social history of the county. The Music Service engages young people in learning and participating in music through schools and music groups. The Registration Service provides services for registering births, deaths, marriages, civil partnerships and other celebratory ceremonies. The coroner's service provides essential administrative and officer support to the Coroner and the fulfilment of statutory coronial duties.
38. The Property Team provides all property related services for the Council, covering both service and residents' needs. Services include facilities management (including minor improvement works, school meals and cleaning); Service delivery (major property capital projects for schools, fire stations etc); the council's Property and Investment Strategies.
39. The Communications, Strategy and Insight team develop and deliver communications, campaigns and public consultations, enabling residents to understand and fully engage with the council's priorities and work; provide a central hub for council-wide intelligence and effective performance and project management; lead and co-ordinate the council's forward planning, strategy and policy development, and relationship with local and national stakeholders; and lead the council's business change function.
40. The IT Innovation & Digital Team maintain the Council's technology and digital infrastructure, access to business systems, improvement approaches and facilities required by internal customers to deliver the council's services.
41. The Finance team provides strategic financial planning, accounting and advice and leads on processes supporting financial management and the agreement of the budget, medium term financial strategy and capital programme. Monitoring reports are shared internally and with Cabinet throughout the year as well as reports setting out the outturn position and statutory accounts and reporting. This service area also includes Internal Audit and Insurance. The Procurement Hub support strategic procurement processes and contract management as well as market intelligence and spend data.
42. Human Resources and Organisational Development provide advice and support to the organisation in terms of employee relations and engagement, learning and development, workforce planning, recruitment, retention and all associated activities.
43. Law and Governance provide a comprehensive legal service incorporating advice and representation service to all directorates of the council and to the Council as a whole. Democratic Services lead and supports the governance of the Council and administers the democratic decision making process for the council.

Resources and Law & Governance	2024/25 £m	2025/26 £m
Budget rolled forward from previous year (*)	71.6	68.1
Budget increases agreed in previous budgets	-0.7	1.8
Budget decreases agreed in previous budgets	0.2	
Budget decreases agreed in previous budgets that will be allocated to directorates	-2.5	
One-off funding from COVID-19 Reserve falls out	-0.4	-0.1
Planned Budget	68.1	69.9
Increase to budget compared to previous year	-5%	2%

(*) including estimated funding for 2023/24 pay inflation

This page is intentionally left blank

General Balances and Earmarked Reserves

1. The risk assessment for the level of balances for 2023/24 was included as part of the Earmarked Reserves and General Balances Policy Statement 2023/24 and includes an assessment of the risk of emergencies, directorate overspends, the non – achievement of planned savings, possible liabilities for which no provision has been made and risks related to major contracts and third party spend.

Area of risk	2023/24 £m	Explanation of risk/justification of balances	2022/23 £m
Emergencies	5.4	An allowance of 1.0% of annual net operating budget for the cost of responding to emergencies that falls outside of eligibility for the Bellwin Scheme	5.2
Directorate overspends	13.2	Risk that directorates will overspend due to unforeseen pressures, demography or demand (based on a 2.5% adverse variance for 2023/24) and no mitigations are available	8.4
Non-achievement of planned savings		Risk that savings are not achieved. Assumes 25% are not achieved - removed from 2023/24 as in practice this would be wrapped into the % variation above	4.3
Contingent liabilities & insurance risk	4.6	Possible liabilities for which no provision has been made or funding set aside in an earmarked reserve (0.5% of gross expenditure or minimum to meet quantified contingent liabilities)	4.5
Major contracts & 3rd party spend	7.0	Risk of contractors failing, mis-specification, or non-delivery plus contract costs increase by more than allowed for in the budget - calculated as 1% of estimated spend with suppliers	6.5
Total	30.2		28.9

2. The current MTFS assumed general balances would be £30.2m at the start of 2023/24 after taking account of a budgeted contribution of £6.8m. The actual position at the end of 2022/23, after taking account of an overspend of £13.4m, was £22.6m. A further contribution of £0.8m to top up to the risk assessed level was agreed by Cabinet in May 2023.
3. After taking account of the forecast overspend of £8.5m, the Business Management & Monitoring report to Cabinet in September 2023 forecasts that general balances will be £21.5m at the end of 2023/24. This is £8.7m lower than the risk assessed level of £30.2m. Any increase to the forecast overspend in 2023/24 would require further use of balances. The level of balances for 2024/25, and funding for any top-up to that level, will be considered through the Budget and Business Planning process.
4. When the budget and MTFS was agreed in February 2023, earmarked reserves were expected to be £167.7m at the end of 2022/23 before taking account of the negative balance held in the DSG unusable reserve. The actual position at 31 March 2023 was £202.9m. The latest forecast indicates that earmarked reserves are expected to be £169.8m at the end of the 2023/2 but this will continue to be updated as the year progresses.

Reserves	Balance at 31 March 2023 £m	Budgeted Contributions to (+)/from (-) Reserves £m	Other Changes to Reserves £m	Forecast Balance at 31 March 2024 £m
Revenue Grants Unapplied				
Grants and Contributions Reserve	37.2		-16.3	20.9
COVID-19 Reserve	15.4	-7.4	-1.9	6.2
Government Initiatives Reserve	2.3		-0.1	2.2
Subtotal	54.9	-7.4	-18.3	29.3
Corporate Priorities				
Budget Priorities Reserve	11.4	1.8	-10.3	2.9
Transformation Reserve	1.5	4.3	-2.0	3.8
Zero Emissions Zone	0.5			0.5
Youth Provision Reserve	0.3			0.3
Subtotal	13.7	6.1	-12.3	7.5
Funding for Risk				
Insurance Reserve	12.9			12.9
Demographic Risk Reserve	13.0	4.0		17.0
Council Elections	0.4		0.2	0.6
Redundancy Reserve	2.4			2.4
Trading Accounts	0.2		-0.2	0.0
Council Tax Collection Fund Reserve	3.0			3.0
Business Rates Reserve	9.5			9.5
Subtotal	41.3	4.0	0.0	45.3
Capital & Equipment				
Capital & Prudential Borrowing Reserves	67.8	10.0	-11.7	66.1
Vehicle and Equipment Reserve	3.4			3.4
Investment Pump Priming Reserve	2.0		-2.0	0.0
Subtotal	73.2	10.0	-13.7	69.5
Other Reserves				
Partnership Reserves	1.9			1.9
On-Street Car Parking Reserve	4.9			4.9
Subtotal	6.8	0.0	0.0	6.8
Unusable Reserves				
Schools' Reserves	12.9	0.0	-1.5	11.4
Total	202.9	12.7	-45.8	169.8
DSG Reserve ¹	-41.1		-18.3	-59.4
Total Reserves	161.8	12.7	-64.1	110.4

¹ The cumulative High Needs DSG deficit

High Needs Dedicated Schools Grant Unusable Reserve

5. The School and Early Years Finance (England) Regulations 2020 stipulate that a deficit on the Dedicated Schools Grant (DSG) must be carried forward to be funded from future DSG income unless permission is sought from the Secretary of State for Education to fund the deficit from general resources.
6. Further clarification of the accounting treatment for deficit DSG balances was provided by the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2020 which came into force on 29 November 2020. These stipulated that where a local authority has a deficit in respect of its school budget for a financial year beginning on 1st April 2020, 2021 or 2022, the authority—
 - (a) must not charge to a revenue account an amount in respect of that deficit; and
 - (b) must charge the amount of the deficit to an account established, charged and used solely for the purpose of recognising deficits in respect of its school budget
7. As a result of this, an unusable reserve was created on the balance sheet to hold the negative balance.
8. The regulations which require the negative balance to be held in an unusable reserve were due to come to an end on 1 April 2023. In December 2022 the government agreed to the extension of the DSG statutory override for a one-off period of three years (up to March 2026).
9. As at 31 March 2023, the DSG Unusable Reserve had a negative balance of £33.6m of which a negative balance of £41.1m related to High Needs DSG. This reserve will continue to increase in deficit over the MTFS period and the high needs element is forecast to be in deficit by £59.4m at 31 March 2024.
10. Beyond the period of the statutory override, the expectation is that the balance on the DSG Unusable Reserve will transfer back to the Council's total Earmarked Reserves. If this happens, it would materially impact on the overall level of reserves and the financial sustainability of the council.

COVID-19 Reserve

11. As part of the budget and MTFS agreed in February 2023, £13.4m of the remaining funding held in the COVID-19 reserve was agreed to be used to meet short to medium term COVID-19 pressures from 2023/24 to 2025/26. The remaining balance is being used to support pressures in 2023/24 and 2024/25.

Grants & Contributions Reserve

12. This reserve holds underspends on ringfenced grant funding which needs to be used in accordance with the grant conditions in future years.
13. Almost half of the £37.2m balance at 31 March 2023 related to grant funding for the Homes for Ukraine scheme that was not been required to be spent by the end of 2022/23. This will be used to support the on-going cost of the scheme in Oxfordshire as agreed by Cabinet in July 2023.
14. Public Health grant funding held in the reserve totalled £5.9m at 31 March 2023. The planned use of the reserve was considered as part of the Budget & Budget process for 2023/24 and noted that a three way approach would be taken:

- Standing up public health services disrupted by COVID-19 in key priority areas.
- Working with wider council on new areas to promote prevention and reduce demand across the council.
- Support to fund and protect wider existing council preventative public health activities.

Business Rates Reserve

15. This reserve is held to manage fluctuations in Business Rate income that the Council receives.
16. Business Rate income for 2022/23 was estimated in the budget agreed in February 2022 as information about both the 2022/23 income and 2021/22 deficit position was received from the district councils after the budget was agreed. As set out in the Business Management & Monitoring Report to Cabinet in July 2022 the actual income was £5.9m more than estimated in the budget and was added to the Business Rates Reserve pending agreement about the use of this funding. The use of £9.5m funding held in the Business Rates Collection Fund Reserve to manage fluctuations in business rates and other purposes will be considered as part of the Budget & Business Planning process for 2024/25.

Previously Agreed Budget Changes 2024/25 & 2025/26

Previously Agreed Budget Increases	2024/25 £000	2025/26 £000
Adult Services	22,770	11,920
Children's Services	10,374	9,946
Environment & Place	3,572	3,924
Community Safety and Public Health	456	466
Resources	-717	1,789
Inflation to allocate	2,862	800
Total Previously Agreed Budget Increases	39,317	28,845

Previously Agreed Budget Reductions	2024/25 £000	2025/26 £000
Adult Services	-930	-562
Children's Services	620	110
Environment & Place	-3,118	-300
Community Safety and Public Health	200	0
Resources	197	0
Resources - to be allocated to all directorates	-2,500	0
Total Previously Agreed Budget Reductions	-5,531	-752

Previously Agreed Changes to Pressures Funded by the COVID-19 Reserve	2024/25 £000	2025/26 £000
Adult Services	-890	-325
Children's Services	-1,900	-1,017
Environment & Place	-400	0
Resources	-434	-96
Total Previously Agreed Changes to COVID-19 Funding	-3,624	-1,438
Total Existing Planned Changes	30,162	26,655

Previously Agreed Budget Increases 2024/25 & 2025/26

Demography	2024/25 £000	2025/26 £000
Adult Services (Population Changes)	8,500	8,500
Children's Services (Population Changes)	7,326	6,794
Environment & Place (Waste Tonnages)	430	430
Total Previously Agreed Demographic Increases	16,256	15,724

Inflation	2024/25 £000	2025/26 £000
Adult Services	13,230	3,420
Children's Services	5,400	3,836
Environment & Place	3,049	3,125
Community Safety	456	466
Resources	2,236	1,870
Inflation to allocate	2,862	800
Total Previously Agreed Inflation Increases	27,233	13,517

Demand and Other Pressures	2024/25 £000	2025/26 £000
Adult Services	1,040	0
Children's Services	-2,352	-684
Environment & Place	93	369
Resources	362	-81
Total Previously Agreed Demand and Other Pressures	-857	-396

Remove Funding for Investments in 2023/24	2024/25 £000	2025/26 £000
Resources (Councillor Priority Fund and Cost of Living Measures)	-3,315	0
Total Remove Previously Agreed Funding for Investments in 2023/24	-3,315	0

Total Previously Agreed Budget Increases	39,317	28,845
---	---------------	---------------

Adult Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Increases		
	Demographic Growth		
	Funding for demographic growth (increases related to population changes)	8,500	8,500
	Subtotal Demographic Growth	8,500	8,500
	Inflation		
	Pay Inflation (2.5%)	808	826
	Contract Inflation	887	920
	Income Inflation (2.0%)	-747	-796
24AD1	Changes to the cost of care packages funded by the council	12,282	2,470
	Subtotal Inflation	13,230	3,420
	Demand and Other Pressures		
23AS2	Long term COVID-19 Infection Control Requirements. Pressure was initially met from COVID-19 reserve in 2022/23 and 2023/24. Council funding added to replace the COVID-19 funding (see COVID12 below).	890	
23AS5	Employment & Wellbeing - Community Carers / Connectors - support clients with a learning disability, to enable them to take part in their communities more independently. Provide support to find volunteering roles, and/or leisure activities, according to their interests until they feel confident to continue on their own.	150	
23CS2	Special Educational Needs & Disabilities (SEND) Commissioning and Brokerage Team - additional dedicated commissioning capacity for SEND placement spend planned to fall out from 2024/25.	-100	
24AD2	Additional brokerage staffing capacity is needed as a result of increasing demand arising from hospital discharges and the need to reduce costs in Special Educational Needs & High Needs Block placements.	100	
	Subtotal Demand and Other Pressures	1,040	0
	Total Previously Agreed Budget Increases	22,770	11,920

Adult Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Reductions		
23AS13	Out of Area Placements - Bring people back to Oxfordshire to improve outcomes and increase the utilisation of supported accommodation.	-350	
24AD3	Due to a national shortage of qualified social workers and occupational therapists, recruitment into operational social work teams can take time. Adult Services launched a refreshed approach to recruitment in 2023/24, including investment in new professional leadership and development roles specifically the Principal Social Worker and Principal Occupational Therapist. As this approach was embedded there was expected to be a one-off saving in 2023/24 whilst vacancies were filled. This falls out from 2024/25 so the budget will be reinstated.	1,000	
24AD4	The council is committed to supporting people to live independent healthy lives in their own homes. The council's programme of reviewing care packages will ensure that residents are supported to maximise all the opportunities that are available to them in the community to achieve better outcomes.	-670	-385
24AD5	Population changes: the impact of the "Oxfordshire Way" on improved outcomes for people means there is a further anticipated reduction in demand for services in 2024/25.	-500	
24AD6	Maximise the use of supported living accommodation within Oxfordshire so that people are able to remain close to home.	-65	
24AD7	Shared Lives - increase the number of people who can find a home through the shared lives scheme. Build further on the success of the service to provide options for respite for a wider range of individuals.		-74
24AD12	Continue to work with residents, the voluntary sector, health partners, and community groups to deliver The Oxfordshire Way. This means that people will be enabled to live healthy lives in their own homes for as long as possible. We will ensure that people do not enter into residential care when there is a better outcome that they could achieve by accessing equipment, technology, or Extra Care Housing.	-350	-175
24AD13	The Oxfordshire health and social care system is dedicated to supporting people to return home to continue their recovery after a period of hospital based care. The Council will work with system partners to ensure that where people do require a period of bed based recovery in a nursing home or community hospital, they are supported to return home as quickly as possible by accessing the full range of statutory and voluntary services that can support people to remain independent and healthy in their own homes.	-495	
24AD15	Reduction in the cost of social care assessments contribution due to public health (drug and alcohol provider) providing a more efficient, integrated, and holistic assessment falls out in 2025/26.		72
24AD16	Eigible adult social care expenditure was funded from the Public Health Reserve on a one-off basis in 2023/24. This funding falls out in 2024/25.	500	
	Total Previously Agreed Budget Reductions	-930	-562

Adult Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Changes to Pressures funded by the COVID-19 Reserve on a one - off basis		
24COVID5	Previously agreed funding for additional commissioning and contract activity for social care arising as a result of the on-going impact of COVID-19 falls out in 2025/26.		-325
COVID12	Long term COVID-19 Infection Control Requirements - based on increased staffing recruitment and retention, cost of PPE as free issue is withdrawn and on-going testing requirements. Funding of £1.780m in 2022/23 reduced to £0.890m in 2023/24 and will be removed from 2024/25. One - off funding from the reserve will be replaced by base buget funding (see 23AS2).	-890	
	Total Removal of Previously Agreed Pressures funded by the COVID-19 Reserve	-890	-325
	Total Adult Services	20,950	11,033

Children's Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Increases		
	Demographic Growth		
	Demographic Growth	5,726	5,494
23CS5	Children's Placement Demography and Price Inflation - increase to existing planned demography of £4.0m. COVID-19 has had an impact in this area due to more children being in placements than expected, for longer periods of time, along with an unusually large increase in the unit price for a placement. The demographic increases link to delays in courts and changes in individual circumstances resulting in children spending longer in care than they may have done.	100	100
24CS32	Home to School Transport: There is a significant increase in the number of students needing an Education, Health and Care Plan (EHCP). 33% of students with an EHCP require transport and the student increases are estimated at 11% in 2024/25 and 9% in 2025/26.	1,500	1,200
	Subtotal Demographic Growth	7,326	6,794
	Inflation		
	Pay Inflation (2.5%)	1,430	1,463
	Contract Inflation	252	255
24CS6	Inflation: funding for estimated inflationary increases to the cost of care.	3,200	1,600
24CS30	On-going impact of increases in the cost of mainstream bus tenders over the medium term as cohorts of contracts are tendered.	213	213
24CS31	Inflation: funding for estimated inflationary increases to the cost of care for children with SEND.	305	305
	Subtotal Inflation	5,400	3,836
	Demand and Other Pressures		
21CS21	Family safeguarding model - this was an invest to save project which introduced a new model in children's social care. An initial investment of £2.2m was made in 2020/21 and has gradually reduced since then. The remaining £0.945m budget falls out in 2024/25.	-945	
23CS1	Special Educational Needs (SEN) Casework Team - an increase in demand for Education Health & Care Plans (EHCPs) and the number of approved EHCPs which require an annual review has created a pressure across the SEN service including case workers, educational psychologists, quality and advocacy support. Additional capacity is needed to ensure quality and timeliness are in line with expected standards.	343	281
24CS1	Continuation of £0.970m funding for adult facing services within family safeguarding (family solutions plus), relating to contracts supporting domestic abuse, adult mental health & substance misuse. The increases are after taking account of the Supporting Families grant of £0.485m in 2024/25 plus funding from the Public Health reserve of £0.200m in 2024/25.	100	685
24CS3	Short term growth built into the 2023/24 budget to fund the difference in cost of agency and permanent social workers, until the Recruitment and Retention measures and investment take full effect falls out in 2024/25 and 2025/26.	-650	-450
24CS5	Strengthen the application of thresholds and develop new working practices to safely reduce the number of children the council cares for so activity is more consistent with similar authorities (offsets previous pressures added to the budget)	-1,200	-1,200
	Subtotal Demand and Other Pressures	-2,352	-684
	Total Previously Agreed Budget Increases	10,374	9,946

Children's Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Reductions		
24CS7	One-off funding held in reserves was used to support expenditure in 2023/24. This falls out in 2024/25.	60	
24CS9	The academy and new school budgets are expected to underspend in 2023/24 due to fewer schools converting to academies. Increased activity is expected in 2024/25	100	
24CS17	Adopt Thames Valley (regional adoption service) - one - off reduced contribution in 2023/24 based on placing more children with our own adopters falls out in 2024/25.	40	
24CS20	The Supporting Families grant will continue for a further two years. Total budgeted grant expected to fall out in 2025/26		110
24CS26	Supporting Families Grant - one-off funding was used to offset overall pressures in 2023/24. This falls out in 2024/25.	200	
24CS27	Funding held in the Early Intervention reserve was used on a one-off basis in 2023/24 so this falls out in 2024/25.	200	
24CS28	Funding from the Youth Funding pump-priming reserve was used to support the 2023/24 on a one - off basis. This one - off contribution falls out in 2024/25.	500	
24CS29	Saving expected to be achieved through service reviews of non-statutory / non-case holding areas	-480	
	Total Previously Agreed Budget Reductions	620	110

Children's Services - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Changes to Pressures funded by the COVID-19 Reserve on a one - off basis		
	<u>Education</u>		
COVID1	Special Educational Needs (SEN) Casework Team - An annual 10-12% increase in demand for Education Health & Care Plans (EHCPs) and the number of approved EHCPs which require an annual review has created a pressure across the SEN service including case workers, educational psychologists, quality and advocacy support. Additional capacity is needed to ensure quality and timeliness are in line with expected standards. One - off funding of £0.134m from the COVID-19 reserve falls out in 2024/25.	-134	
COVID2	Existing saving (22CS19 relating to a reduction in management by combining Early Years Teams across Education.) was not expected to be achivable until 2024/25 as a result of COVID-19 pressures. Funding from the COVID-19 reserve falls out in 2024/25.	-140	
COVID5	Agency Staff - the proportion of permanent posts held by an agency social workers increased during 2021/22 because of COVID-19 demand and other factors impacting on the availability of experienced social workers. Funding from the COVID-19 reserve falls out in 2024/25.	-375	
COVID6	Family Safeguarding Partnership Team Savings - higher demand due to the COVID-19 pandemic means that it was not possible to reduce teams in line with the original plan without a significant impact on caseloads (links to 21CS21). Temporary funding from the COVID-19 reserve was added but falls out in 2025/26.		-446
COVID7	Family Safeguarding Associated Savings The reduction in activity as a result of Family Safeguarding was expected to reduce activity in other services, such as Children we Care For Teams and the QA services. The impact of these savings being delayed was met from the COVID-19 reserve but the funding falls out in 2024/25 and 2025/26.	-140	-246
	<u>COVID-19 - Additional Demand Pressures</u>		
COVID8	Multi Agency Safeguarding Hub - funding of £0.624m in 2022/23 for additional activity linked to COVID-19 demand falls out in 2023/24 and 2024/25.	-312	
COVID9	Family Safeguarding Partnership Teams - funding of £0.350m for additional activity linked to COVID-19 demand falls out in 2023/24 and 2024/25.	-175	
COVID10	Fostering Project Savings - reprofile of existing saving 21CS26. Recruitment of foster carers has been challenging nationally since the start of the pandemic for both local authorities and fostering agencies. £0.588m fundin in 2022/23 will increase to £0.637m in 2023/24 then fall out in 2024/25 and 2025/26.	-312	-325
24COVID1	Multi Agency Safeguarding Hub. One - off funding of £0.624m agreed for 2022/23 for additional activity linked to COVID-19 demand was originally expected to fall out in 2023/24 and 2024/25 (see COVID8 in Annex 1a). Demand remains high so the funding was extended into 2023/24 but falls out in 2024/25.	-312	
	Total Previously Agreed Changes to Pressures funded by the COVID-19 Reserve	-1,900	-1,017
	Total Children's Services	9,094	9,039

Environment & Place - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Increases		
	Demographic Growth		
	Demographic Growth (growth in waste tonnages)	430	430
	Subtotal Demographic Growth	430	430
	Inflation		
	Pay Inflation (2.5%)	534	546
	Contract Inflation	2,280	2,353
	Income Inflation (2.0%)	-131	-140
	Business Rates Inflation	16	16
24EP4	Home to School transport - increase in the cost of school transport (directly provided and contracted) due to increases in fuel and other costs.	350	350
	Subtotal Inflation	3,049	3,125
	Demand and Other Pressures		
23EP3	Reprofiling of the LED replacement streetlighting programme due to unavoidable supply chain disruption as a result of COVID-19 meant the last year of the saving was moved to 2024/25.	-600	
23EP4	Recycling and Gully treatment project savings at the Drayton Highways Depot are being removed as they are not now achievable (links to 22EP26)	250	
23EP5	Increased contribution to the Regional Flood Co-ordination Committee Levy	22	22
23EP10	Environmental and Community bids - additional funding supporting the expansion in capacity to prepare for the Environment Bill, develop the Nature Recovery Strategy and greater support for Community Action Groups falls out in 2024/25.	-50	
23EP11	£0.066m funding to increase capacity to develop pipeline and contract delivery of projects to support the Zero Carbon Infrastructure was added to the budget in 2022/23. This reduced to £0.064m in 2023/24 and falls out in 2025/26.		-64
23EP12	Delivery of Pathways to a Zero Carbon Oxfordshire - one - off capacity to develop roadmap and support partnership working. Removal of one - off funding in 2024/25.	-20	
23EP14	Funding for short term capacity to ensure Oxfordshire is "Grid ready", developing Energy System planning and flexibility trials falls out by 2025/26.	-9	-64
24EP3	Additional temporary resources and expertise to support the exploration and delivery of a new highways maintenance contract from the end of March 2025. Funding expected to fall out in 2025/26 after the contract is agreed.	100	-250
24EP8	Household Waste Recycling Centres - anticipated increase in the cost of new contracts from 2025/26.		625
24EP9	An anticipated change in the law means the council will need to stop charging for DIY waste leading to a reduction in income.	400	
24EP10	Impact of implementation of Controlled Waste Regulation		100
	Subtotal Demand and Other Pressures	93	369
	Total Previously Agreed Budget Increases	3,572	3,924

Environment & Place - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Previously Agreed Budget Reductions		
22EP06	Improved recycling facilities at Drayton Highways Depot for tar bound materials and gully waste will reduce disposal costs	-250	
22EP10	Fleet management – Reduced costs and effort by consolidating contracts and managing collectively across directorate	-100	
22EP11	Home to School contract management - Use of technology and improvements and automation of processes to reduce costs and effort required.	-50	-150
22EP18	Additional anticipated income from charges to developers. Appropriate charges for services undertaken for developers that attract a relevant external fee (road agreements).	-278	
23EP18	Moving Traffic New income introducing Part 6 powers relating to Civil Traffic Enforcement.	-250	
23EP25	Supported Transport budget - rebasing of service operation and staffing costs	-100	
24EP14	Lane rental - introduce charges for all works on the busiest roads at the busiest times to minimise disruption.	-2,150	
24EP15	Anticipated increases in on street parking income.	-150	-150
24EP17	One - off drawdown from accumulated funding held in the Parking Account reserve will be removed in 2024/25	250	
24EP18	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	50	
24EP19	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	40	
24EP20	Prevention of unsorted waste at Household Waste Recycling Centres means recycling can be increased by reducing the amount of waste that is sent to the Energy Recovery Facility at Ardley.	-200	
24EP23	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	30	
24EP24	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	40	
	Total Previously Agreed Budget Reductions	-3,118	-300
	Previously Agreed Changes to Pressures funded by the COVID-19 Reserve on a one - off basis		
COVID14	£0.800m funding in 2022/23 supporting an estimated reduction in the use of the Pay and Display (COVID-19) and reduction in level of drawdown from Parking Account as a result of reduction in income reduced to £0.400m in 2023/24 and falls out in 2024/25.	-400	
	Total Previously Agreed Changes to Pressures funded by the COVID-19 Reserve	-400	0
	Total Environment & Place	54	3,624

Public Health & Community Safety - Previously Agreed Budget Increases and Reductions

Ref	Description	2024/25	2025/26
		£000	£000
	Public Health		
	Previously Agreed Budget Reductions		
24PHCS1	Additional external grant funding for services supporting victims of Domestic Abuse expected in 2023/24 meant council funded budget could be released on a one-off basis. The budget is reinstated from 2024/25.	200	0
	Total Previously Agreed Budget Reductions	200	0
	Total Public Health	200	0

Ref	Description	2024/25	2025/26
		£000	£000
	Community Safety		
	Previously Agreed Budget Increases		
	Pay Inflation (2.5%)	456	466
	Total Previously Agreed Budget Increases	456	466
	Total Community Safety	456	466
	Total Public Health & Community Safety	656	466

Resources and Law & Governance - Previously Agreed Budget Increases and Reductions

Ref		2024/25	2025/26
	Description	£000	£000
	Previously Agreed Budget Increases		
	Inflation		
	Pay Inflation (2.5%)	1,173	1,200
	Contract Inflation (RPIX - 4.2%; RPI - 4.1%; CPI - 2.5%)	135	139
	Income Inflation (2.0%)	-44	-47
	Business Rates Inflation	52	53
24CCCS1	Increases in utility costs for the council's buildings	350	55
24CCCS31	Property Facilities Management - additional contract inflation based on the OBR inflation forecast set out in the Autumn Statement 2022.	100	50
24CCCS33	Property Catering - additional food and utilities inflation resulting in an increase cost for school meal which can't be recovered due to restriction on price increase on school meal. This follows the increased inflation forecast set out by the OBR in the Autumn Statement 2022.	100	50
24CCCS34	Landlord & Tenant - additional contract inflation of 10% in 2024/25 and 2025/25 based on the OBR inflation projection set out in the Autumn Statement 2022.	370	370
	Subtotal Inflation	2,236	1,870
	Demand and Other Pressures		
23CODR9	Increase to the cost of maintaining Performance Management Business Systems	19	19
24CCCS3	Decarbonisation Manager - 50% of the cost of this post is assumed to be met from specific schemes in the capital programme from 2024/25.	-36	
24CCCS4	Adjustments to staffing budgets reflecting current service needs and anticipated future reductions to the number of council buildings.	-59	
24CCCS5	Staff shortages mean there is increased dependency on agency staff which has increased costs of cleaning the council's buildings. Action is being taken to reduce these costs in 2024/25 and 2025/26.	-100	-100
24CCCS7	Programme Director - Partnership & Delivery. On-going capacity to support partnership activity and delivery including support for Oxfordshire's response to the Homes for Ukraine scheme and for households through the cost of living crisis.	130	
24CCCS9	Legal Services - increase in establishment to respond to increased demand.	207	
24CCCS10	Staffing pressures related to the loss of grant funding for data analysis, income from Cherwell District Council and investment in resources to undertake consultative activities and an inhouse digital design and graphics services.	161	
24CCCS11	Library Service: Reduce historic income target due to decreased demand for services and changes in consumer behaviour.	40	
	Subtotal Demand and Other Pressures	362	-81
	Remove One - Off Funding for Investments in 2023/24		
24CCCS37	One - off funding for the Councillor Priority Fund agreed in February 2023 (£15,000 per councillor to be used over two years) and two year administration cost falls out in 2024/25.	-1,015	
24CCCS38	One - off funding for Council Tax Support Schemes/Cost of Living Measures agreed in 2023/24 falls out in 2024/25.	-2,300	
	Subtotal Remove One - Off Funding for Investments	-3,315	0
	Total Previously Agreed Budget Increases	-717	1,789

Resources and Law & Governance - Previously Agreed Budget Increases and Reductions

Ref		2024/25	2025/26
	Description	£000	£000
	Previously Agreed Budget Reductions		
23CODR15	Temporary reduction in operational budget of the Performance & Insight team falls out in 2024/25	10	
23CODR24	Temporary savings in supplies & contracts falls out from 2024/25.	239	
24CCCS15	Temporary recruitment freeze for posts in Estates, Strategy and Major Projects falls out from 2024/25.	79	
24CCCS18	Hard Facilities Management: reduction in maintenance of corporate buildings due to lower utilisation.	-30	
24CCCS26	Cultural Services (Libraries) - reduction in supplies & services expenditure, plus vacancy management.	-153	
24CCCS27	Cultural Services (Leadership team) - saving from temporary recruitment freeze in 2023/24 falls out from 2024/25.	80	
24CC10	Replace public library PCs to improve energy efficiency	-28	
24CC13	Reduction in the need for agency staff across the council as a result of the Resourcing Strategy. Held here pending anticipated allocation to directorates.	-2,500	
	Total Previously Agreed Budget Reductions	-2,303	0
	Previously Agreed changes to Pressures funded by the COVID-19 Reserve on a one - off basis		
	<u>Legal Services</u>		
24COVID2	Programme Director - Partnership & Delivery. One off funding in 2023/24 falls out in 2024/25. On-going funding from 2024/25 included in 24CCCS7	-130	
24COVID3	Coroners - funding for additional activity in 2023/24 and 2024/25 falls out in 2025/26		-96
COVID16	One off funding for COVID-19 Compliance Pressures in 2023/24 falls out in 2024/25	-25	
COVID17	One - off funding for additional Childcare Solicitor Provision in 2023/24 falls out in 2024/25	-279	
	Total Previously Agreed Changes to Pressures funded by the COVID-19 Reserve	-434	-96
	Total Resources and Law & Governance	-3,454	1,693

Previously Agreed Changes affecting all Directorates that will be allocated later

Reference	Description	2024/25 £000	2025/26 £000
	Budget Increases		
	Inflation		
24CC1	Additional pay inflation (on-going effect of a 4.5% increase in 2023/24). This will be allocated to directorate budgets.	800	800
	Additional Inflation (expected to be allocated to directorate budgets to support pay inflation)	2,062	
	Subtotal Inflation	2,862	800
	Total Budget Increases	2,862	800
	Total Inflation and Other Adjustments to Allocate	2,862	800

MTFS Assumptions and Possible Funding Scenarios

Council Tax	MTFS	Best Case	Most Likely	Worst Case
Council Tax Collection Fund Surplus/Deficit (one – off)	£4m surplus	£15m surplus (a repeat of the 2022/23 surplus notified by District Councils in January 2023) +£11m	£8m surplus +£4m	£6m surplus +£2m
Increase in taxbase Each 0.25% increase or decrease = £1.2m council tax funding	1.75%	>2.00% >+£1.2m	2.00% (a repeat of 2023/24 increase) +£1.2m	1.50% -£1.2m
Core Council Tax Referendum Principle Each 1% increase = £4.8m council tax funding	3% in 2024/25 then 2% in 2025/26	3% in 2024/25 and 2025/26 No change in 2024/25 +£4.8m from 2025/26	3% in 2024/25 then 2% in 2025/26 and 2026/27 No change in 2024/25 or 2025/26	3% in 2024/25 then 2% in 2025/26 and 2026/27 No change in 2024/25 or 2025/26
Council Tax: Adult Social Care Precept Each 1% increase = £4.8m council tax funding	2% in 2024/25 then no precept in 2025/26	2% in 2024/25 and continues at 2% from 2025/26 No change in 2024/25 +£9.6m from 2025/26	2% in 2024/25 and 1% from 2025/26 No change in 2024/25 +£4.8m from 2025/26	No further precept from 2025/26 No change in 2024/25 +£0.0m from 2025/26

Business Rates	MTFS	Best Case	Most Likely	Worst Case
Business Rates: Settlement Funding Assessment £74.7m in 2023/24 1% change = £0.7m	2.0% increase each year	Increases by CPI +£3m in 2024/25	Increases by more than 2.0% but less than CPI +£1.5m in 2024/25	Flat in 2024/25, reduces from 2025/26 -£1.4m in 2024/25 -£4m in 2025/26
Business Rates: Local growth and/or S31 grant funding for Leisure & Hospitality Reliefs	2.0% increase each year so total estimated growth = £4.1m in 2024/25 and £4.2m in 2025/26	Local Growth + any grant funding for reliefs for Leisure & Hospitality Businesses = £5m in 2024/25 +£1m	Local Growth + any grant funding for reliefs for Leisure & Hospitality Businesses = £4m in 2024/25 £0m	Local Growth + any grant funding for reliefs for Leisure & Hospitality Businesses = £3m in 2024/25 -£1m
S31 Grant for Business Rates Reliefs: Indexation Element	Continues at £12.9m	Increases by CPI +£0.8m	Increase by < CPI <+£0.8m	Continues unchanged £0.0m
Business Rates Collection Fund Surplus/Deficit	No collection fund surplus or deficit assumed in 2024/25 or 2025/26	>£2.0m surplus >+£2.0m	£1.0m surplus +£1.0m	Deficit of up to £2.0m -£2.0m
Share of Business Rates Pooling Income	No Pooling Income assumed in 2024/25 or 2025/26	>£0.6m surplus >£0.6m	£0.6m surplus +£0.6m	Nothing received £0.0m

Un-Ringfenced Grant Funding	MTFS	Best Case	Most Likely	Worst Case
Social Care Grant	Increases by £5.0m to £34.2m from 2024/25	Increases by >£5.0m +£1m	Increases by £5.0m to £34.2m £0.0m	Increases by <£5.0m -£1m
Services Grant	Continues at £2.8m in 2024/25 and 2025/26	Increases by > £2.8m +£1m	Continues at £2.8m £0.0m	Reduces or falls out -£2.8m
New Homes Bonus	£1.7m falls out in 2024/25 (no further funding received)	Further one – off funding of £1.7m in 2024/25 +£1.7m	£1.7m falls out in 2024/25 (no further funding received) £0.0m	£1.7m falls out in 2024/25 (no further funding received) 0.0m

This page is intentionally left blank

Budget & Business Planning Timetable 2024/25

Annex 2

	Date	For	Action/Event
	16 October 2023	All Councillors	Briefing: overview of existing Medium Term Financial Strategy (MTFS). Budget & Business Planning process for 2024/25 plus risks & issues. Overview of capital programme, governance and management, pipeline and risks.
	17 October 2023	Cabinet	Consider Budget & Business Planning Report 1 providing an update on the latest information and proposing a process for 2024/25.
November	02 November 2023	Committee Services	Publication of agenda for Performance & Corporate Services Overview & Scrutiny Committee including detailed revenue pressures and proposed approach to savings.
	10 November 2023	Performance & Corporate Services Overview & Scrutiny Committee (PCSOSC)	Consider and comment on revenue budget pressures and proposed approach to savings.
	21 November 2023	Cabinet	Consider Budget & Business Planning Report 2 setting out detailed revenue pressures and approach to savings
	22 November 2023	Government	Autumn Statement
	29 November 2023	Committee Services	Publication of agenda for Performance & Corporate Services Overview & Scrutiny Committee including detailed revenue savings proposals and draft Review of Charges for 2024/25 plus proposed changes to the capital programme and pipeline.
December	01 December 2023	All Councillors	Councillor briefing: update on Autumn Statement, revenue and capital proposals and draft Review of Charges for 2024/25
	08 December 2023	Performance & Corporate Services Overview & Scrutiny Committee	Consider and comment on revenue savings proposals and draft Review of Charges for 2024/25. Consider and comment on proposed changes to the capital programme and pipeline.
	Mid - late December 2023	District Councils	Notification of draft council taxbases and draft business rates forecasts
	Late December 2023	DLUHC	Provisional Local Government Finance Settlement
January	10 January 2024	Audit & Governance Committee	Consider the draft Treasury Management Strategy Statement and Annual Investment Strategy for 2024/25
	11 January 2024	Committee Services	Publication of Performance and Corporate Services Overview & Scrutiny report summarising Cabinet's proposed updates to proposals and funding in light of updates to funding (as known at this stage) and feedback.
	15 January 2024	Committee Services	Publication of Budget & Business Planning Report 3 for Cabinet including Cabinet's proposed revenue budget for 2024/25, MTFS and capital programme for recommendation to Council in light of comments from PSCOSC and budget engagement feedback. Includes the final Review of Charges for 2024/25.
	16 January 2024	All Councillors	Councillor briefing on impact of Local Government Finance Settlement and other funding updates.
	19 January 2024	Performance & Corporate Services Overview & Scrutiny Committee	Consider and comment on changes made to Cabinet's proposed budget
	23 January 2024	Cabinet	Cabinet proposes 2023/24 revenue budget, MTFS and capital programme for recommendation to Council in light of comments from the Performance & Corporate Services Overview & Scrutiny Committee and consultation feedback. Includes the Review of Charges for 2023/24.
	25 January 2024	District Councils	Deadline for notification of council tax surpluses or deficits for 2022/23
	31 January 2024	District Councils	Deadline for notification of Council Taxbases, Business Rate Forecasts and Business Rate surpluses or deficits

	Date	For	Action/Event
February	Early February 2024	DLUHC	Final Local Government Finance Settlement
	07 February 2024	Cabinet	Deadline for Cabinet budget papers to be submitted to Committee Services
	12 February 2024	Committee Services	Publication of Council agenda and Cabinet proposals including the Chief Finance Officer's Statutory Report.
	15 February 2024	Committee Services	Publication of amendments to Cabinet budget by Opposition and Chief Finance Officer's Statutory Report reflecting those amendments.
	20 February 2024	Council	Agree Revenue Budget 2024/25, Capital & Investment Strategy and MTFS to 2026/27.
	22/23 February 2024 tbc	Council - Reserve Date	Agree Revenue Budget 2024/25, Capital & Investment Strategy and MTFS to 2026/27.

Divisions Affected – ALL

CABINET 17th October 2023

Future Highway Maintenance Contract Model

Report by Corporate Director for Environment and Place

RECOMMENDATION

1. The Cabinet is RECOMMENDED to

- a) Endorse the approach and proposals surrounding the new highway maintenance contract as set out in this paper.
- b) Authorise Officers to prepare and commence the procurement of a new highway maintenance contract to start on 1st April 2025 (following a mobilisation period) for 8 years with options for two 3-year extensions (14-year potential contract length).
- c) Authorise Officers to prepare for and commence the procurement for a new gritting fleet 'contract hire' arrangement in alignment with the commencement of the new highways maintenance contract which can be transferred to the new maintenance provider.
- d) Delegate the decision to the award the contracts, and any potential future contract extensions, to the Corporate Director of Environment and Place.

Executive Summary

- 2. Following Cabinet approval in March 2023 to procure a 'single provider' contract with use of frameworks and increased in-house capabilities, highway maintenance contract specialists, DMSQD were appointed alongside legal specialists Bevan Brittan to work with officers to develop a specification, pricing schedule and contract to go to market to procure a new maintenance contract.
- 3. To ensure a contract is both 'straight forward' and easily manageable, but also meeting the specific needs of Oxfordshire, industry standard contracts, specifications, and pricing schedules have been used where possible. Relevant additional clauses and amendments are included to ensure suitability to meet Oxfordshire's specific needs have been prepared.
- 4. To ensure the most suitable bidder is appointed, detailed evaluation themes have been developed and designed to ensure the successful bidder will both be able to provide a cost-effective and high-quality maintenance service along with supporting the council in its delivery of its' key priorities.

5. Oxfordshire County Council currently operate (via the existing highway maintenance contractor) an aging winter gritting fleet which is increasingly expensive to maintain. When the new maintenance contract commences on 1st April 2025 there is a risk the Council could be without a suitable gritting fleet due to long lead in times for replacement fleets. To manage this risk, it is proposed the Council procures a 'contract hire' agreement for a replacement fleet. It is proposed a new contract commences in Oct 2024 and runs for 9 years + 3 + 3 years (15 years in total). To also de-risk future contracts, there is a year's overlap with a future contract to ensure continuity of service.

Context

6. The existing highway maintenance contract with M-Group Infrastructure (Milestone) is set to expire on 31st March 2025. Preparation for procurement of the new contract started August 2022, with Cabinet agreeing in October 2022 to commence this process, and approved the contract model of a single provider with use of framework and greater in-house activity in March 2023.
7. To manage this project a monthly cross council officer led working group and senior officer / member steering groups have been established.
8. The current contract with Milestone allows for the delivery of the following services across Oxfordshire, it is planned that the future contract scope should also cover these key areas:
 - Routine maintenance - defects, drainage, highway grass cutting, signs, lines
 - Winter maintenance including gritting
 - Delivery of the capital maintenance/renewal schemes
 - Structures – maintenance and improvement works
 - Small new infrastructure and improvement works (below a value of approximately £750k)
 - Arboricultural service and support
 - Countryside and PROW maintenance
 - Traffic & Event Management
9. The existing winter gritting fleet is owned and operated by Milestone and is leased to Oxfordshire County Council. The fleet is approaching 13 years old, well beyond the useful economic life of a typical gritting fleet which is 8-10 years. Whilst Oxfordshire County Council has the ability, if required, to purchase the fleet from Milestone to service a new maintenance contract, this is not viewed to be either viable or desirable due to the fleets age, condition and costs associated with keeping it operational for future seasons, these combined presents a risk to the County Council's ability to fulfil its statutory winter duties. A summary of options considered can be found in Annex 1.

Procurement and specification details

10. When developing the procurement specification requirements and process, Officers looked to ensure the 'key objectives' of both the Council and the service were met. These objectives are.
- Ensuring a 'right first time' approach to the delivery of works and schemes
 - Delivery of service within budget and ensuring value for money is realised
 - Development of a resilient Oxfordshire supply chain
 - Supporting the delivery of the Councils carbon reduction targets
 - Increasing and developing the client capability and capacity
 - Promotion of innovation and using Oxfordshire as a test bed for new initiatives
11. To make the contract both efficient to manage and to ensure its attractiveness to the industry, officers are proposing the use of industry standard specifications, pricing schedules and contract types, with the use of bespoke clauses to reflect the specific requirements for the service provision. The standard documents proposed are as follows.
- NEC4 Term Service contract with relevant Oxfordshire specific clauses (kept to minimum possible).
 - Service specification based on the 'Specification for Highway Works' produced by 'Standards for Highways'.
 - Pricing Schedules based on standard Highway Maintenance Efficiency Programme (HMEP) schedules.
12. Whilst the use of a standard schedule of rates submitted by bidders as part of the procurement exercise is the preferred payment mechanism being proposed, it is acknowledged that for some schemes and work types alternative mechanisms, such as cost reimbursable and target, cost may be appropriate. These will be allowed and managed by exception. A comprehensive contractual pricing schedule will be developed with the technical and legal specialists appointed to support the Council.
13. It is proposed the contract has an initial duration of 8 years with the option to allow for a further 6 years through award of up to two 3-year extensions. 8 years has been deemed to be the most appropriate initial contract length as it is considered long enough to attract market interest and enables a sufficiently long 'investment' period for bidders whilst ensuring the contract remains competitive throughout its lifespan. Two extension periods were deemed to be preferable to ensure the contract extensions remain attractive and viable to the market whilst ensuring continuity of service for Oxfordshire County Council. Shorter extension periods were considered but discounted due to the resource implications of managing and their lack of attraction to providers.
14. To ensure the contract remains competitive and at the forefront of delivery and innovation throughout its life it will include a review process which will take place after 5 years of the initial period of the contract. This review will be an

opportunity for both client and provider to complete a 'deep dive' into contract performance, pricing and innovation and will help inform the Council's decision around contract extensions.

15. In addition to the core maintenance activity delivered through the contract, it is proposed that standalone highway improvement schemes, up to the value of £750K, will also be delivered through the contract. The use of benchmarking and market testing will be used to demonstrate value for money over the life of the contract for these works.
16. The contract will also include requirements for supply chain retendering to ensure best quality and value for money for high value maintenance renewal programmes such as surface dressing and inlay schemes
17. The previous tender in 2009/10 was based on a 'competitive dialogue' procurement approach due to greater ambiguity around the service required and in particular as it was a new style partnership model which was desired. There is greater clarity about what is required meaning the standard contracts, specifications and pricing mechanisms can be used as a more 'predictable' and 'typical' service is being procured. However, despite this certainty there is still the need to engage with potential providers to ensure a 'fit for purpose' and deliverable contract is procured meaning a 'competitive procedure with negotiation' procurement route is recommended.
18. This differs from earlier recommendations of a 'restricted procedure' procurement. This change in approach will ensure areas that may benefit from provider insight can be fully explored. It is expected the use of the 'competitive procedure with negotiation' will add up to 4 months onto the overall procurement process, however, given the over generous mobilisation period this does not pose a risk to project delivery and the final implementation date. This approach is also supported by industry based on their feedback from an industry engagement session which was held in July 2023 and by Bevan Brittan. The options appraisal assessing procurement routes can be found in Annex 2.
19. It is proposed a 60/40 quality and price split plus mandatory 14% social value assessment is used when evaluating bids as it is believed this demonstrates the right commitment to quality whilst ensuring costs are competitive and sustainable for the duration of the contract. The final proposed split is as follows also cover these key areas:
 - Contract quality – 52% (60% when excluding social value)
 - Contract cost – 34% (40% when excluding social value)
 - Contract delivery of social value – 14%
20. Due to the fluctuating and uncertain nature of budgets, the new contract will not commit to a minimum annual spend but will provide an indication of spend through previous spend profiles which will be shared as part of the tender documentation. With the new contract it is proposed annual inflation is applied via the BCIS index which is a construction specific index used widely across highway maintenance contracts nationally.

Proposed next steps

21. Once approval to commence procurement is given, the next stage is to issue a publication of contract notice in order to commence the formal process. It is anticipated supplier pre-qualification should be completed by March 2024 with the formal invitation to tender issued to the remaining successful candidates in April 2024.

Key programme dates

Indicative dates for maintenance contract procurement

Activity	Indicative Timeframe
Approval of approach by Cabinet	Oct 22
Investigation and development of preferred model	Oct 22 – Feb 23
Approval of preferred model by Cabinet	Mar 23
Development of contract documents including specification/s and pricing schedules	Sept 23 – Feb 24
Authorisation to procure preferred model by Cabinet	Oct 23
Selection questionnaire completion	Nov 23 – Jan 24
Initial tenders received and reviewed	Feb 24 – Mar 24
Negotiations on initial tenders completed	Apr 24
Final tenders completed, reviewed and evaluated	May 24 – Jul 24
Contract awarded	Aug 24
Mobilisation of new contract	Sept 24 – Mar 25
Service Commencement	Apr 25

Indicative dates for gritting fleet procurement

Activity	Indicative Timeframe
Development of procurement specification	Jul 23 – Sept 23
Approval to procure by Cabinet	Oct 23
Procurement published	Nov 23
Gritting fleet order placed	March 24
Contract start	Oct 24

Financial Implications

22. Due to the scale and complexity of the project external specialist delivery consultancy services are required for elements of the project. The total cost of delivery and legal consultancy costs is estimated to be £400k as agreed as part of the budget strategy as set out below. Current committed spends, as at September 2023, are c. £130k on specialist highway consultancy services and £15k on specialist legal support. A profiling exercise will be completed to determine budget adherence to annual allocation, if any funding needs to be brought forward from 24/25 into 23/24 this will be reviewed and agreed in line with council procedures.

23. In October 2022, Cabinet approved funding to address the need for additional consultancy support. An extract from the budget agreed by the Council in February 2023 demonstrating this below. A total of £400k over the 2-year project duration (2023/24, 2024/25) has been approved, after which funding will be removed from 2025/26.

Reference	Description (2022/23 Budget)	2023/24 £000	2024/25 £000	2025/26 £000	Total £000
24EP3	Additional temporary resources and expertise to support the exploration and delivery of a new highways maintenance contract from the end of March 2025	150	100	-250	0

24. There is a small risk of a potential cost pressure against this budget as levels of work unexpected and not allowed for is required. If this does occur, then it is expected any additional cost will need to be absorbed by the services baseline budgets – resulting in a reduction in ‘revenue’ maintenance work on the ground taking place or through any overachievement in income targets.

25. Due to cost pressures and uncertainty of future grants and budgets, the contract will not offer guaranteed levels of spend. As part of the procurement exercise previous years spends and volumes of works will be presented for indication but will not be committed to.

26. Regarding gritting fleets, the existing fleet is currently funded through the highway maintenance contract with Milestone. It is proposed the new fleet is funded via either the new maintenance contract or by removing the fleet from the contract and reducing the value of the contract by c.£625,000 per annum to fund the new fleet. The cost of the new fleet will also be partially offset by a decrease in winter fleet maintenance which is currently budgeted for. It is not anticipated any additional budget will be required.

27. It is anticipated the cost per annum for the fleet will be £625,000. Expected contract length is 9 years with a 3+3 extension option to coincide with the contract length of the new highway maintenance contract with an anticipated start date of 1st October 2024.

28. As the proposed contract will include maintenance it is expected the contract will provide increased certainty to highways budgets as only an agreed fixed price will be charged and can therefore be accurately budgeted for.

Comments checked by: Prem Salhan, Finance Business Partner

Legal Implications

29. The procurement of the new highway maintenance contractor, including any associated contracts, will be completed in accordance with the Public Contracts Regulations 2015 and relevant guidelines.

30. Due to the complex and very specific nature of a long-term highway maintenance contract, specialist external lawyers Bevan Brittan LLP have been appointed to advise on the contract and procurement documentation and all legal aspects of the procurement exercise and to work in conjunction with the appointed delivery consultants and the Council's internal legal advisers.
31. As the 'Highway Authority' for Oxfordshire, the procurement of a new highway maintenance contract/s is essential to ensure Oxfordshire County Council meets its obligations under section 41 of the Highways Act 1980 to maintain highways which are deemed 'maintainable at public expense'.

Comments checked by: Jayne Pringle, Principal Solicitor – Contracts & Conveyancing

Procurement Implications

32. Any procurement exercise to appoint professional services to support the project and new highway maintenance contractor/s will be completed in line with all relevant procurement policy and guidelines. Due to the scale and value of the contracts being procured a member of the procurement team has been appointed to the project team and will own the procurement elements of the project.
33. Whilst a range of procurement approaches were considered it was found to ensure a truly 'fit for purpose' and sufficiently ambitious contract is delivered some contract areas e.g. depot maintenance, winter services and response to the climate emergency would still benefit from additional negotiation. To enable this it is recommended a 'competitive procedure with negotiation' approach is taken to deliver this procurement.
34. It should be noted legislative changes to the procurement regulations are expected to come into effect in 2024, and the specific timings of the tender will need to be considered with regard to the project programme and risks.
35. Social value is at the heart of all Oxfordshire County Council procurement exercises. For procurements associated with this project, significant weighting will be placed on ensuring contracts deliver the Council's social values. These could include measures aimed at boosting local employment, use of SMEs in the wider supply chain and climate change targeted actions in line with our Social Value policy. 14% of the overall evaluation score for the contract will be based on the social value commitments each bidder makes as part of their tender submission.
36. The gritting fleet procurement will be completed in line with the Contract Procedure Rules Regulation 7 and Public Contract Regulations 2015.

Comments checked by: Melissa Sage, Head of Procurement & Contract Management

Staff Implications

37. Due to the scale and complexity of the project additional and dedicated subject matter expertise on a consultancy basis to support the delivery of the contract and its legal elements has been appointed. This is across Highways Service, Procurement and Legal.
38. The preferred model will require the TUPE of c.190 staff who currently deliver maintenance works on behalf of Oxfordshire County Council. Whilst some resource is likely to be transferred to the County Council it is expected the majority of staff transfer will be from Milestone to the new single provider.
39. The wider contract delivery project team has been internally resourced from both within the directorate and corporate centre.

Equality & Inclusion Implications

40. It is not anticipated the procurement of a new highway maintenance contract/s will impact negatively on any 'protected characteristics' groups, nor on the armed forces, carers, staff, other Council services or providers. There is an opportunity through any procurement to positively impact rural communities and areas of deprivation. A copy of the equalities impact assessment can be found in Annex 3.

Sustainability Implications

41. Any future contract will look to ensure adoption of the latest technologies, innovations, and practices to reduce carbon where possible. A Climate Impact Assessment has been completed for the proposal which shows a net benefit of +13. A copy of the Climate Impact Assessment can be found in Annex 4.
42. The new gritting fleet will use engines conforming to the latest air quality standards (Euro 6). These engines will produce c. 1/6th of the NOx and particulate emissions when compared to the existing Euro 5 fleet. It is also proposed the vehicles will run on hydrogenated vegetable oil which offers reduced carbon emissions when compared to diesel. This actively supports the Councils 'net zero' ambitions.

It is proposed the future contract will include the replacement of the fleet at least once during the contract lifespan to ensure both the latest technologies and fuels can be used at the appropriate time and to ensure the fleet remains in a serviceable condition. If the provider does not look to upgrade fleet with latest technologies, the County Council retains the right not to extend the contract.

Risk Management

43. The procurement of a new highway maintenance contract/s offers many opportunities for Oxfordshire County Council by ensuring any selected model is appropriate for the current and perceived future challenges for the council.

44. Failure to award a new contract/s holds significant risk for this project, failure to do so by 31st March 2025 will potentially leave Oxfordshire County Council without a highway maintenance contractor to fulfil our maintenance obligations. To minimise this risk the project has been established well in advance of this date to enable a robust assessment and procurement process to take place.
45. A detailed risk and issue log has been developed and is being actively managed by the officer led working group. Key risks will be escalated to the steering group and added to the corporate register where required. The three most significant risks to the contract currently are ensuring the availability of a fit for purpose gritting fleet for the start of the new contract, ensuring sufficient interest in the contract to secure competitive bids and ensuring full key staff availability throughout the duration of the project. Each of these risks are actively reviewed and managed by the projects working group on a monthly basis with risk owners assigned and plans in place to mitigate.
46. To ensure the suitability of the contract, specification and pricing schedule, an industry event was held on 20th July 2023. The purpose of this session was to ensure the proposals are realistic and manageable from an industry perspective whilst recognising and delivering against the Councils ambitions. Based on the feedback from the session Officers have revised the approach to the procurement, moving from a 'restricted' procurement procedure to a 'competitive procedure with negotiation' to allow for further discussion and engagement between the Council and potential bidders and raised the initial value of 'small new infrastructure and improvement works' from £500k as advised in earlier papers to £750k to reflect the impact of recent inflation on what could reasonably be delivered as a 'small' scheme.

Corporate Policy and commitment to LTCP

47. When developing the new contract, specification and pricing schedule, officers have looked to link their work and recommendations back to ensuring corporate policy is delivered, similarly where it is found proposals could better meet corporate policy, the proposals have been amended, where operationally viable, to ensure this happens. Examples of this include ensuring sustainability and the response to the climate emergency is at the forefront of any bid received and ensuring the key outcomes of both the Highway Asset Management Plan, Strategic Plan as well as considering other key priorities.
48. The development work has also paid particular attention to the Local Transport and Connectivity Plan (LTCP). The new contract looks to support the LTCP through mandating any new provider to delivering a 5-year plan (up to 2030) to supporting carbon neutrality. Similarly, responding to the need to encourage healthy lifestyles and promote active travel the contract will look to place the delivery of active travel as a core element of delivery. To support 'Vision Zero' this contract will be the mechanism by which a significant proportion of improvement works will be delivered. To ensure productivity benefits and the development of the local economy the evaluation of the new contract will incentivise the use of local supply chain partners and the use of apprenticeships. A key focus of the new contract will also be around the adoption and trials of new

industry innovations where applicable to Oxfordshire. It is expected the use of new technologies should both help ensure value for money and improving delivery timescales for works enabling enhanced connectivity and mobility options throughout the county and reducing economic impacts related to durations of highway maintenance works.

BILL COTTON

CORPORATE DIRECTOR FOR ENVIRONMENT AND PLACE

Annexes:

- Annex 1 – Gritting fleet options and recommendation
- Annex 2 – Procurement Approach options
- Annex 3 – Equality and Inclusion Impact Assessment
- Annex 4 – Climate Impact Assessment

Background papers: None

Contact Officers:

Paul Fermer (Director of Highways and Operations)

Sean Rooney (Head of Highway Maintenance)

Phil Whitfield (Principal Officer – Service Improvement)

September 2023

Gritting fleet options appraisal with recommendation

1. The existing winter gritting fleet is owned and operated by Milestone, the incumbent highway maintenance partner. The fleet is approaching 13 years old, well beyond the useful economic life of a typical gritting fleet which is c. 8-10 years. Whilst OCC has the ability, if required, to purchase the fleet from Milestone to service a new maintenance contract it is not viewed to be either viable or desirable to do so due to the fleets age, condition, costs associated with keeping it operational for future seasons and the risk the fleet presents to OCC fulfilling its statutory winter duties.
2. To understand what a preferred option for the procurement of a new fleet may look like market engagement has taken place between OCC, Milestone colleagues and gritting fleet providers. To determine the most appropriate approach to procuring a new fleet an options appraisal has been completed and summarised below:

Option name	Pros	Cons
Do nothing	-	- No winter fleet
Purchase existing fleet from Milestone	-	<ul style="list-style-type: none"> - Reliability issues - Increased maintenance costs - Higher operating costs due to need to hire in capacity to mitigate reliability risk - Use of outdated technology - Risk of fleet failure – unable to meet statutory duty.
Procure and purchase new fleet	<ul style="list-style-type: none"> - Reduced contractual complexities with new provider - Reduced risk by ensuring access to winter fleet. 	<ul style="list-style-type: none"> - Separate maintenance arrangements required including 24 hr cover and replacement vehicles. - Need to build in extra capacity to manage fleet downtime - Capital investment of c. £6m, does not sit within programme
Procure, lease and maintain contract for new fleet	<ul style="list-style-type: none"> - Certainty in costing and fleet availability. - Expected fleet renewal during contract length - Reduced risk by ensuring access to winter fleet with contract hire provider responsible for providing replacement vehicles - Ability if needed to novate lease to new provider if desirable and legally possible. - Ability to flex size of fleet based on future policy requirements. 	<ul style="list-style-type: none"> - Risk associated with full fleet being managed by a single provider – if provider ceased trading there is a vehicle availability risk. Will mitigate through D&B checks.

By reviewing existing arrangements and seeking to mitigate issues being faced now in the future, in order to both de-risk the situation now and to minimise risk throughout the duration of the new maintenance contract, it is proposed the council **procure a contract hire arrangement for a winter gritting fleet to coincide with**

the duration of the new maintenance contract with the option, if legally possible, to novate the lease to the new maintenance provider.

Restricted procurement procedure vs Competitive procedure with negotiation

Oxfordshire County Council is seeking to procure a new highway maintenance contract to commence on April 1st 2025 and is currently determining the most appropriate procurement route to take to enable best value for the council and ensure the specifications issued are met. Initial preferences were to adopt the 'restricted procedure' approach, however engagement with Bevan Brittan and feedback from the industry event held in July has raised 'competitive procedure with negotiation' as an alternative approach which should be considered. This approach is congruent with the way forward agreed by Cabinet in March 2023.

This short report will assess the benefits and disbenefits of both approaches and will seek to provide a recommendation as to the most appropriate route to be taken forwards.

Restricted procedure procurement

Benefit	Disbenefit
<ul style="list-style-type: none">• Suited to procurement where the organisation is able to specify its entire requirements and bidders can submit fully priced bids without the need for any negotiation.• A more streamlined and 'quick' process for appointing a supplier as seeks to reduce number of bidders to be evaluated.• Useful when there are many suppliers in the market.	<ul style="list-style-type: none">• Market engagement suggested additional engagement which the 'restricted' approach is less able to accommodate because engagement is limited to tender clarifications.• No opportunity to discuss and/ or refine bids to ensure specification interpretations are correct and to discuss bidders' proposals before submission of final tender If there is specification ambiguity this could be carried into the contract.

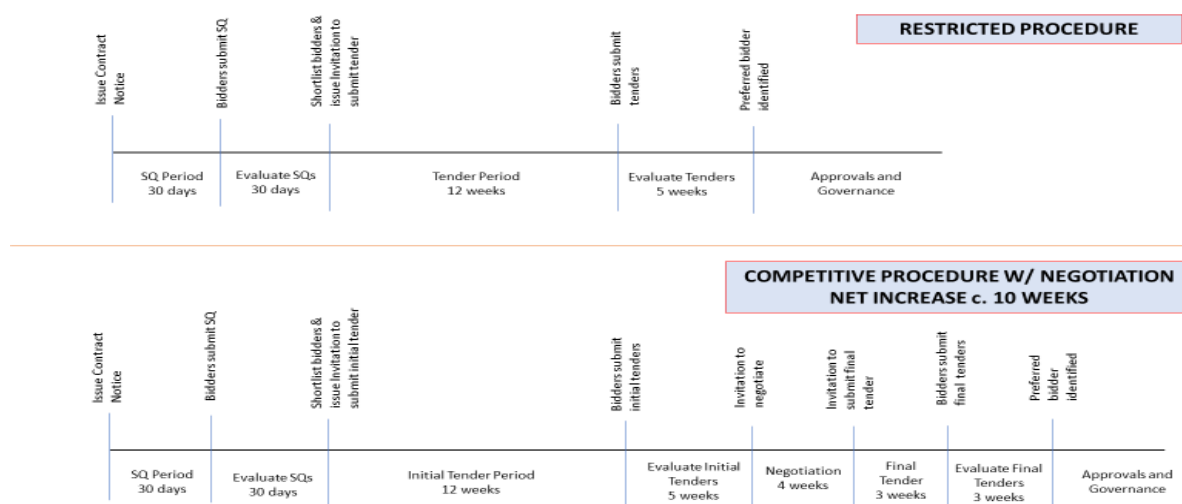
Competitive procedure with negotiation

Benefit	Disbenefit
<ul style="list-style-type: none">• Enables the Council to discuss the tenders (except the final tender) with the tenderers with the aim of improving the content of the tenders thereby proving confidence that the proposals meet the requirements and remove ambiguities• Can cut straight to award if negotiation is not required following initial bids• Can improved performance, as the supplier and Council can	<ul style="list-style-type: none">• Can't negotiate detailed final terms with winning bidder once selected• A longer and potentially more costly procurement as it introduces additional stages to the procurement process. (see timelines below)• Lack of transparency – negotiating can be less transparent than a competitive procedure, as negotiating is done behind closed

define expectations <ul style="list-style-type: none"> Can increase value, through the addition of features or services at the negotiation point. 	doors.
--	--------

*Timescales for each procurement approach can be found below.

Procurement timescales review



The timescale for the Competitive Procedure with Negotiation is likely to be approximately 10 weeks longer than the Restricted Procedure due to the additional steps of negotiation, the submission of final tenders and the evaluation of final tenders. However, the use of the Competitive Procedure with Negotiation may reduce the risk of further programme overruns due:

- The option to shortlist 3 bidders compared to 5 bidders under the Restricted Procure thereby reducing client evaluation periods
- A reduced risk of bidder requests to extend the tender period
- A reduced risk of delays to the final contract execution as ambiguities will have been resolved.

Areas for discussion

Throughout the work to date the following areas, whilst the service have a good grasp on what they would like to see the new contract offer further discussions with the industry surrounding (but not limited to) the following points would help ensure the contract delivers as expected.

- Depots – maintenance, upgrades, wider investments
- Innovation and its importance in the contract
- Wider service improvements/ enhancements
- Winter services
- Councils climate agenda and how providers would actively support

- Design support for maintenance activities

Recommendation

Whilst each approach has its own range of benefits applicable to this procurement there are still a number of factors which, whilst Oxfordshire County Council is clear on their main requirements, would benefit from further discussion and engagement with prospective bidders on to ensure the contract truly meets and can deliver on service needs in the best possible way. The council can specify the areas for negotiation. Also as industry is keen to further engage to prevent any assumptions surrounding specifications to be made it is recommended that Oxfordshire County Council proceeds using the '**competitive procedure with negotiation**' approach. Under the Public Contracts Regulations 2015, the Council is permitted to use the competitive procedure with negotiation where an authority is unable to fully define how to meet their needs technically and/or cannot specify the legal or financial requirements of the contract. Despite having slightly longer timescales this approach can still be comfortably accommodated within the overall programme.

This page is intentionally left blank



Oxfordshire County Council

Equalities Impact Assessment

Highways Maintenance Contract

05/07/22

Contents

Section 1: Summary details..... 3

Section 2: Detail of proposal..... 4

Section 3: Impact Assessment - Protected Characteristics..... 6

Section 3: Impact Assessment - Additional Community Impacts 7

Section 3: Impact Assessment - Additional Wider Impacts 8

Section 4: Review 9

Section 1: Summary details

Directorate and Service Area	Environment & Place, Highways Maintenance
What is being assessed (e.g. name of policy, procedure, project, service or proposed service change).	Procurement of a new highways maintenance contract to replace the existing M-Group Infrastructure (Milestone) contract which expires on 31 st March 2025.
Is this a new or existing function or policy?	No
Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment).	<p>Oxfordshire County Council's existing highways maintenance contract with Milestone is set to expire on 31st March 2025 with no opportunity for extension. In order to meet its obligations as the 'Highway Authority' under the Highways Act 1980 Oxfordshire County Council is bound to maintain all publicly maintainable roads. Proposals on how to take this requirement forwards require Cabinet approval however it is anticipated that...</p> <ul style="list-style-type: none"> - No 'protected characteristics' groups will be impacted by any proposals - Armed Forces and Carers will not be impacted by any proposals however there is an opportunity to positively impact rural communities and areas of deprivation - Staff, other Council services and providers will not be impacted by any proposals however there is the opportunity to enhance social value through any procurements.
Completed By	Phil Whitfield
Authorised By	Paul Fermer
Date of Assessment	10/08/22

Section 2: Detail of proposal

<p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>The existing M-Group Infrastructure (Milestone) highways maintenance contract is set to expire on 31st March 2025 with no option to extend the contract further. For Oxfordshire County Council to meet their obligations under the Highways Act 1980 a new contract needs to be tendered or service brought in house.</p>
<p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>It is proposed a new contract/s is tendered for with an exploratory stage starting in 2022 to enable a full options appraisal on best procurement approach to take to be completed to ensure the most appropriate and best value contract type for Oxfordshire is obtained.</p>
<p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that</p>	<p>As part of the proposed optioneering phase data and research findings will be used to inform the best procurement approach for any future contract/s.</p>

<p>supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p>	
<p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p>	<p>All options are currently being considered and a preferred approach will be taken to Cabinet in 2023. Oxfordshire County Council does not have a 'do nothing' option as the highway authority (in this case Oxfordshire County Council) is obliged to maintain the highway network under the Highways Act 1980.</p>

Section 3: Impact Assessment - Protected Characteristics

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Marriage & Civil Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			
Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on this protected characteristic.			

Section 3: Impact Assessment - Additional Community Impacts

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
Rural communities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This contract/s will look to ensure best value for money is achieved. This will mean where possible rural communities will benefit from improved highway maintenance schedules.			
Armed Forces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on the armed forces.			
Carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on carers.			
Areas of deprivation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This contract/s will look to ensure best value for money is achieved. This will mean where possible areas of deprivation will benefit from improved highway maintenance schedules.			

Section 3: Impact Assessment - Additional Wider Impacts

Additional Wider Impacts	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any impacts on staff will be dependent upon the preferred option approved by Cabinet in 2023.			
Other Council Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on other council services.			
Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This contract is not anticipated to impact on other providers.			
Social Value ¹	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Social value is integral to any large procurement, any procurement will look to ensure the Councils social values are demonstrated by providers.			

¹ If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

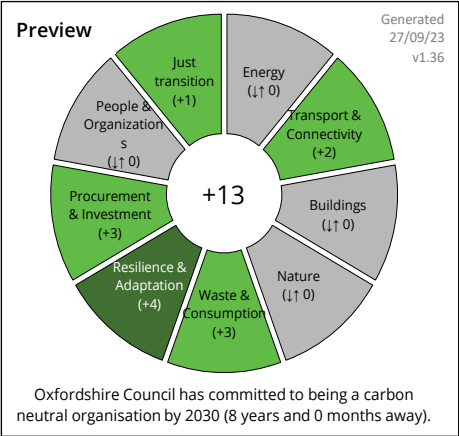
Review Date	
Person Responsible for Review	
Authorised By	

This page is intentionally left blank

Climate Impact Assessment

Summary

Directorate and Service Area	Environment & Place - Highways Maintenance
What is being assessed	Project to specify and procure new highways maintenance contract/s.
Is this a new or existing function or policy?	Existing function
Summary of assessment	
Completed by	Phil Whitfield
Climate action sign off by	
Director sign off by	Paul Fermer
Assessment date	44783



Detail of proposal

Context / Background	The existing highways maintenance contract is set to expire on 31st March 2025, a review will be completed to determine the best model for Oxfordshire and to procure this model.
Proposal	Proposal is to determine the most appropriate highways maintenance model for Oxfordshire and once approval from cabinet has been received, look to procure this model.
Evidence / Intelligence	Contract expires 31st March 2025. Any future contract/s will look to embrace latest technologies which may reduce the climate impact of any future contract/s.
Alternatives considered / rejected	There are no alternatives other than to determine the best model for Oxfordshire and seek to procure a new model. Failure to do so will result in the councils statutory duties to maintain their highway assets.

Category	Impact criteria	Score (-3 to +3)	Description of impact	Actions or mitigations to reduce negative impacts	Action owner	Timeline and monitoring arrangements
Energy	Increases energy efficiency	N/A	New highways maintenance contract will not impact energy efficiency			
Energy	Promotes a switch to low-carbon or renewable energy	N/A	This contract does not impact on the switch to low carbon or renewable energy			
Energy	Promotes resilient, local, smart energy systems	N/A	This contract does not impact on local, smart energy systems.			
Transport & Connectivity	Reduces need to travel and/or the need for private car ownership	N/A	This contract does not reduce the need to travel or need for private car ownership.			
Transport & Connectivity	Supports active travel	1	This contract will be responsible for the maintenance of existing and in some cases construction of new active travel infrastructure.			
Transport & Connectivity	Increases use of public transport	1	This contract will maintain assets used by public transport providers			
Transport & Connectivity	Accelerates electrification of transport	1	This contract will maintain assets used by electric and autonomous vehicles			
Buildings	Promotes net zero new builds and developments	N/A	This contract does not impact on new builds and developments.			
Buildings	Accelerates retrofitting of existing buildings	N/A	This contract does not impact on buildings.			
Nature	Protects, restores or enhances biodiversity, landscape and ecosystems	N/A	This contract does not protect, restore or enhance biodiversity			
Nature	Develops blue and green infrastructure	N/A	This contract does not impact on blue or green infrastructure.			
Nature	Improves access to nature and green spaces	N/A	This contract will not improve access to nature or green spaces.			
Waste & Consumption	Reduces overall consumption	1	This contract will look to embrace latest technologies within the sector including the optimisation of materials and reduction of waste.			
Waste & Consumption	Supports waste prevention and drive reuse and recycling	1	This contract will look to reduce waste in terms of materials used and promote the recycling of materials where possible.			
Resilience & Adaptation	Increases resilience to flooding	1	Where applicable this contract may be used to build flood alleviation assets.			
Resilience & Adaptation	Increases resilience to other extreme weather events (e.g., storms, cold snaps, heatwaves, droughts)	1	Where applicable this contract may be used to respond to other events			
Resilience & Adaptation	Increases resilience of council services, communities, energy systems, transport infrastructure and/or supply chains	2	This contract will look to maintain and improve transport infrastructure.			

Procurement & Investment	Procurement practices prioritise low-carbon options, circular economy and sustainability		1	This contract will look to adopt and promote latest industry innovations including low carbon alternatives to traditional maintenance techniques
Procurement & Investment	Investment being considered supports climate action/ is consistent with path to net zero		1	This contract will look to adopt and promote latest industry innovations including low carbon alternatives to traditional maintenance techniques
People & Organizations	Drives behavioural change to address the climate and ecological emergency	N/A		This contract will not seek to drive behavioural change addressing the climate and ecological emergency.
People & Organizations	Drives organizational and systemic change to address the climate and ecological emergency	N/A		This contract will not seek to drive organisational change addressing the climate and ecological emergency.
Just transition	Promotes green innovation and job creation		1	This contract will look to adopt and promote latest industry innovations including low carbon alternatives to traditional maintenance techniques
Just transition	Promotes health and wellbeing	N/A		This cotntract will not look to promote health and wellbeing
Just transition	Reduces poverty and inequality	N/A		This contract will not look to reduce poverty and inequality

Divisions: N/A

CABINET – 17 OCTOBER 2023

DELEGATED POWERS – QUARTERLY REPORT

Report by the Director of Law & Governance

RECOMMENDATION

1. Cabinet is **RECOMMENDED** to note the executive decisions taken under delegated powers, set out in paragraph 4.

Executive Summary

2. Under the Scheme of Delegation in the Council's Constitution (Part 7.2, paragraph 6.3 (c)(i)), the Chief Executive is authorised to undertake an executive function on behalf of the Cabinet. Cabinet receives a quarterly report on the use of this delegated power in relation to such executive decisions; that is, decisions that might otherwise have been taken by Cabinet.
3. This report refers to executive decisions taken during the period July to September 2023 inclusive.

Executive decisions – July to September 2023

4. The following executive decisions were taken during this period:

Date	Subject	Decision	Reason
24 August 2023	Supported Living Interim Contracts	A waiver to direct award 4 interim contracts being 2 contracts to each of Home Farm Trust and Camden Society.	To enable a competitive process to take place through the Live Well Support Services Framework a short-term direct award to existing providers of interim contracts up to 25th February 2024 is required for each of the four services.

Legal Implications

5. There are no legal implications arising from this report. It is a requirement of the Council's Constitution (Part 7.2, paragraph 6.3(c)) that "any exercise of these functions shall be reported to the Cabinet or other relevant committee or sub-committee and shall be published on the website as soon as possible". The decisions are published on the website at this [link](#).
6. Each of the decisions reported were undertaken in the context of a legal appraisal.

Comments checked by: Anita Bradley, Director of Law & Governance and Monitoring Officer, anita.bradley@oxfordshire.gov.uk

7. There are no financial implications arising from the recommendations in this report. It is a procedural item reporting on decisions previously taken. Each of the decisions reported were undertaken in consultation with the Director of Finance.

Comments checked by: Prem Salhan, Finance Business Partner – Resources
Prem.salhan@oxfordshire.gov.uk

ANITA BRADLEY

Director of Law & Governance

Background Papers: Nil

Contact Officer: Colm Ó Caomhánaigh, Committee Officer: 07393 001096

October 2023

Division(s): N/A

CABINET – 17 OCTOBER 2023

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

KEY DECISIONS

Cabinet, 21 November 2023

Topic/Decision	Portfolio/Ref
<p>▪ Business Services Transformation Programme Business Refocus</p> <p>To update Cabinet on the progress made on the Business Services Transformation programme and a decision to refocus on the delivery of improvements to existing human resources, finance, payroll and procurement functions and processes.</p> <p>To seek approval for the reallocation of some of the £1.57m funding, which was previously agreed at Cabinet in April 2023 for programme resources to prepare detailed requirements for a transformation and the potential procurement process, to enable the programme of improvements to be undertaken.</p>	<p>Cabinet, 2023/168 - Cabinet Member for Finance, Cabinet Member for Community & Corporate Services</p>
<p>▪ Capital Programme Approvals - November 2023</p> <p>Report on variation to the capital programme for approval (as required).</p>	<p>Cabinet, 2023/139 - Cabinet Member for Finance</p>
<p>▪ All Age Advocacy Services</p> <p>Key Decision on the recommissioning of all age advocacy services.</p>	<p>Cabinet, 2023/225 - Cabinet Member for Adult Social Care, Deputy Leader of the Council</p>
<p>▪ Cross Regional Project - Children's Services</p> <p>Cross Regional Project Contract extension and additional beds</p>	<p>Cabinet, 2023/260 - Cabinet Member for Children, Education & Young People's Services</p>

NON-KEY DECISIONS

Cabinet, 21 November 2023

<ul style="list-style-type: none"> ▪ Business Management & Monitoring Report - August/September 2023 The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance. 	Cabinet, 2023/141 - Cabinet Member for Finance, Cabinet Member for Community & Corporate Services
<ul style="list-style-type: none"> ▪ Treasury Management Mid Term Review 2023/24 To provide a mid-term review of Treasury Management Activity in 2023/24 in accordance with the CIPFA code of practice. 	Cabinet, 2023/140 - Cabinet Member for Finance

KEY DECISIONS

Cabinet, 19 December 2023

<ul style="list-style-type: none"> ▪ Capital Programme Monitoring Report - October 2023 Financial Report on capital spending against budget allocations, including any necessary capital programme approvals. 	Cabinet, 2023/169 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ DSIT 5G Innovation Region To seek approval for OCC to run procurement(s) to a value of c £3.8m for build and operation of private 5G network(s). The total value of services procured will be funded by Dept for Science, Innovation & Technology under a grant (if bid is successful). 	Cabinet, 2023/297 - Cabinet Member for Corporate Services

NON-KEY DECISIONS

Cabinet, 19 December 2023

<ul style="list-style-type: none"> ▪ Infrastructure Funding Statement 2022/23 To seek approval for the publication of the Infrastructure Funding statement on to the Council's website 	Cabinet, 2023/263 - Cabinet Member for Infrastructure and Development Strategy
<ul style="list-style-type: none"> ▪ Workforce Report and Staffing Data - Quarter 2 - July to September 2023 Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report. 	Cabinet, 2023/171 - Cabinet Member for Community & Corporate Services

<p>▪ Greenhouse gas emissions report 2023/24</p> <p>The Greenhouse Gas Emissions 2023/24 report provides an annual update of Oxfordshire County Council's operational greenhouse gas emissions and progress towards the target of net zero by 2030 for its operations and estate. It will also report on county-wide emissions.</p>	<p>Cabinet, 2023/286 - Cabinet Member for Climate Change Delivery & Environment</p>
<p>▪ Family Safeguarding Plus (FSP) Model</p> <p>Seek approval to proceed with the retender of the Family Safeguarding Plus Model (FSPM), and the application of the preferred option as outlined in the Business Case.</p>	<p>Cabinet, 2023/309 - Cabinet Member for Children, Education & Young People's Services</p>

KEY DECISIONS

Cabinet, 23 January 2024

<p>▪ Budget & Business Planning Report - 2024/25 - January 2024</p> <p>To provide background and context to the budget and business planning process for 2024/25.</p>	<p>Cabinet, 2023/170 - Cabinet Member for Finance</p>
<p>▪ Capital Programme Approvals - January 2024</p> <p>Report on variation to the capital programme for approval (as required).</p>	<p>Cabinet, 2023/233 - Cabinet Member for Finance</p>

NON-KEY DECISIONS

Cabinet, 23 January 2024

<p>▪ Business Management & Monitoring Report - October/November 2023</p> <p>The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.</p>	<p>Cabinet, 2023/229 - Cabinet Member for Finance, Cabinet Member for Community & Corporate Services</p>
<p>▪ Delegated Powers Report for October to December 2023</p> <p>To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c). It is not for Scrutiny</p>	<p>Cabinet, 2023/230 - Leader</p>

call-in.	
----------	--

KEY DECISIONS**Cabinet, 27 February 2024**

<ul style="list-style-type: none"> ▪ Capital Programme Approvals - February Report on variation to the capital programme for approval (as required). 	Cabinet, 2023/266 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ Renewal of Language contracts: Interpretation, translation and BSL To seek approval on the approach to renew the Interpretation, translation and BSL contracts which expire in mid 2024. 	Cabinet, 2023/203 - Cabinet Member for Public Health, Inequalities & Community Safety

KEY DECISIONS**Cabinet, 19 March 2024**

<ul style="list-style-type: none"> ▪ Business Management & Monitoring Report - December 2023 / January 2024 The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance. 	Cabinet, 2023/278 - Cabinet Member for Corporate Services, Cabinet Member for Finance
---	---

Cabinet, 19 March 2024

<ul style="list-style-type: none"> ▪ Capital Programme Monitoring Report - January 2024 Financial Report on capital spending against budget allocations, including any necessary capital programme approvals. 	Cabinet, 2023/276 - Cabinet Member for Finance
---	---

NON-KEY DECISIONS**Cabinet, 19 March 2024**

<ul style="list-style-type: none"> ▪ Treasury Management Quarter 3 Report (2023/24) To provide an update on Treasury Management Activity in 2023/24 in accordance with the CIPFA code of practice. 	Cabinet, 2023/277 - Cabinet Member for Finance
--	---

<ul style="list-style-type: none"> ▪ Workforce Report and Staffing Data - Quarter 3 - October to December 2023 Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report. 	Cabinet, 2023/279 - Cabinet Member for Corporate Services
--	---

CABINET MEMBER MEETINGS

CABINET MEMBER: CHILDREN, EDUCATION & YOUNG PEOPLE'S SERVICES - CLLR JOHN HOWSON

KEY DECISIONS

16 JANUARY 2024

<ul style="list-style-type: none"> ▪ Formal Approval of Schools Funding Formula 2024/25 To seek approval for the funding formula for schools. 	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2023/231 - Cabinet Member for Children, Education & Young People's Services
---	--

7 FEBRUARY 2024

KEY DECISIONS

<ul style="list-style-type: none"> ▪ Formal Approval of Early Years Funding Formula 2024/25 The local authority is required to set a funding formula for 2-year old and for 3 and 4 year old provision. 	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2023/267 - Cabinet Member for Children,
---	---

	Education & Young People's Services
--	---

***CABINET MEMBER: COMMUNITY & CORPORATE SERVICES -
CLLR NEIL FAWCETT***

21 NOVEMBER 2023

KEY DECISIONS

<p>▪ Zscaler Internet and Application Security and Access Renewal of licences</p>	Delegated Decisions by Cabinet Member for Community & Corporate Services, 2023/268 - Cabinet Member for Community & Corporate Services
<p>▪ GIS software license and maintenance renewal Geographic Information Software renewal. Software for all directorates to manage location using Ordnance Survey maps and address data under the government Public Sector Geospatial Agreement used county wide is due for renewal. If the license is not renewed the software will stop working 24.07.2024.</p>	Delegated Decisions by Cabinet Member for Community & Corporate Services, 2023/264 - Cabinet Member for Community & Corporate Services

CABINET MEMBER: SEND IMPROVEMENT - CLLR KATE GREGORY

KEY DECISIONS

19 DECEMBER 2023

<p>▪ Recommissioning the Community Short Breaks Contracts To seek approval to award contracts to new providers, subject to completion of a full tendering process.</p>	Delegated Decisions by Cabinet Member for SEND Improvement, 2023/184 -
---	---

	Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement
--	--

16 JANUARY 2024

<p>▪ Recommissioning the Current Alternative Provision DPS for an Open Framework To seek approval to tender for an AP contract on an Open Framework. This will enable OCC and schools to Commission providers of Alternative Provision that are suitable and will ensure cost control.</p>	Delegated Decisions by Cabinet Member for SEND Improvement, 2023/224 - Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement
---	---

CABINET MEMBER: TRANSPORT MANAGEMENT - CLLR ANDREW GANT

**16 NOVEMBER 2023
NON-KEY DECISIONS**

<p>▪ Finstock - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/189 - Cabinet Member for Highway Management
<p>▪ Leafield - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/183 - Cabinet Member for Highway

	Management
<ul style="list-style-type: none"> ▪ Milton (Abingdon) - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/196 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ North Newington - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/199 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Minster Lovell - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/182 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Tackley: Proposed 20 mph Speed Limits and associated speed limit buffers To consider outcome of formal consultation. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/157 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Ramsden - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/181 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Tiddington - Proposed 20 mph Speed Limits and associated speed limit buffers 	Delegated Decisions by

Consider formal consultation responses.	Cabinet Member for Highway Management, 2023/192 - Cabinet Member for Highway Management
<p>▪ Ardley with Fewcott proposed 20 mph Speed Limits and associated speed limit buffers</p> <p>To consider and decide outcome of formal consultation over 20 mph speed limit proposals.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/158 - Cabinet Member for Highway Management
<p>▪ Upper Heyford - Proposed 20 mph Speed Limits and associated speed limit buffers</p> <p>Consider formal consultation responses.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/197 - Cabinet Member for Highway Management
<p>▪ Enstone: Proposed 20 mph Speed Limits and associated speed limit buffers</p> <p>Part of the 20 Mph Speed Limit project to promote 20 limits across the county where the community seek them.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/133 - Cabinet Member for Highway Management
<p>▪ Caversfield - 20 mph Speed Limit proposals and associated speed limit buffers</p> <p>To consider the outcome of formal consultation.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/201 - Cabinet Member for Highway Management
<p>▪ Didcot Local Cycling and Walking Infrastructure Plan</p> <p>To seek approval for the draft Didcot Local Cycling and Walking Infrastructure Plan.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/226 -

	Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Chesterton - Little Chesterton - proposed prohibition of motor vehicles (part deferred from September) A decision is sought on a proposed prohibition of motor vehicles. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/273 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Minerals and Waste Plan Initial Consultation Paper Agreement to send out the Issues and Options Paper and associated papers to public consultation. 	Delegated Decisions by Deputy Leader of the Council (inc. Climate Change Delivery & Environment), 2023/204 - Cabinet Member for Climate Change Delivery & Environment

14 DECEMBER 2023

NON-KEY DECISIONS

<ul style="list-style-type: none"> ▪ Cholsey- East End residential development - proposed 20mph speed limit A decision is required on a proposed 20mph speed limit on roads within a residential development. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/269 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Oxford - Broad Street: Public Realm Scheme Seeking approval for the making permanent of the provisions contained within the current experimental TRO and additional interventions/actions. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/275 - Cabinet Member for Highway Management

<ul style="list-style-type: none"> ▪ Sandford St Martin - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/180 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Shilton - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/178 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Thame - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/193 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Wallingford - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/094 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Woodstock - Proposed 20 mph Speed Limits and associated speed limit buffers Consider formal consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/177 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Yarnton: 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented 	Delegated Decisions by Cabinet Member for Highway

	Management, 2023/314 - Cabinet Member for Highway Management
--	--

<p>▪ Baldons (Toot and Marsh) 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/313 - Cabinet Member for Highway Management
<p>▪ Brightwell-cum-Sotwell: 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/312 - Cabinet Member for Highway Management
<p>▪ Dorchester: 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/311 - Cabinet Member for Highway Management
<p>▪ Elsfield: 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/310 - Cabinet Member for Highway Management
<p>▪ Upton: Proposed 20 Mph Speed Limits Consideration of Formal Consultation responses to a scheme proposal within the Countywide 20 Mph Speed Limit Project</p>	Delegated Decisions by Cabinet Member for Highway Management,

	2023/307 - Cabinet Member for Highway Management
<p>▪ Buckland: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/306 - Cabinet Member for Highway Management
<p>▪ Charney Bassett Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/305 - Cabinet Member for Highway Management
<p>▪ Longworth: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/304 - Cabinet Member for Highway Management
<p>▪ Alvescot: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/303 - Cabinet Member for Highway Management
<p>▪ Kingham: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/302 - Cabinet Member for Highway

	Management
<p>▪ Stanton Harcourt Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/301 - Cabinet Member for Highway Management
<p>▪ Aston Rowant & Kingston Blount: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/300 - Cabinet Member for Highway Management
<p>▪ Sutton Courtenay: Proposed 20 Mph Speed Limits To consider the responses to Formal Consultation and determine the level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/299 - Cabinet Member for Highway Management
<p>▪ Ardington & Lockhinge: Proposed 20 Mph Speed Limits To consider formal consultation responses and decide on level and extent of speed limits to be implemented</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/298 - Cabinet Member for Highway Management
<p>▪ Access to Banbury Station (Tramway Road improvements) Bus gate, 20mph limit & waiting restrictions Decision required as part of a project to improve the road layout and facilities around Banbury Station – and ultimately access to the station - improve journey times for buses, taxis, pedestrians and cyclists, and provide better connectivity between southern Banbury and Banbury town centre.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/296 - Cabinet Member for Highway Management
<p>▪ Oxford & Kennington: A423 Southern Bypass & Abingdon Road - Proposed 50mph & 30mph Speed Limits</p>	Delegated Decisions by Cabinet Member

To seek approval for changes to speed limits as part of the A423 Kennington improvement works.	for Highway Management, 2023/295 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Oxford: Proposed Parking Permit Eligibility & CPZ Admin Amendments To seek approval for minor changes to permit eligibility and order amendments associated with development. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/293 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ North Leigh - A4095 Witney Road - proposed extension of 40mph speed limit and turning restrictions Proposals are judged to be required to provide safe access to / from adjacent approved development. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/292 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ East Hanney: Steventon Road - Proposed Traffic Calming Measures Proposed traffic calming associated with a Linden Homes Development being undertaken under a section 278 agreement. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/291 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Heyford Park - Camp Road - proposed minor amendments to traffic calming A decision is required on proposed minor amendments to existing traffic calming measures. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/290 - Cabinet Member for Highway Management
<ul style="list-style-type: none"> ▪ Harwell - Blenheim Hill, Burr Street, High Street & Wantage Road - proposed traffic calming and cycle provision The proposals comprise traffic calming and cycle measures to improve road safety and facilitate active travel. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/289 - Cabinet Member

	for Highway Management
<p>▪ Goring - Thames Road - proposed no waiting at any time restrictions</p> <p>The proposal is to facilitate the safe access to / from approved adjacent development.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/288 - Cabinet Member for Highway Management
<p>▪ Abingdon - B4017 Bath Street - proposed no waiting at any time restrictions and cycle lane</p> <p>Proposal is being put forward to improve the safety and amenity of pedal cyclists to encourage active travel - the proposal is being funded by major residential development in north Abingdon.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/287 - Cabinet Member for Highway Management
<p>▪ Whitchurch-on-Thames waiting restriction changes - permit holders & waiting restrictions</p> <p>To seek approval for the introduction of a scheme to better manage on-street parking restrictions, including the introduction of permit holders and no waiting restrictions.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/285 - Cabinet Member for Highway Management
<p>▪ Cholsey parking restriction review 2023</p> <p>Cabinet member is requested to approve a number of waiting restrictions changes in the village of Cholsey which have been developed in discussions with the Parish Council.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/284 - Cabinet Member for Highway Management
<p>▪ Wantage - Market Place (West end) - proposed amendment to vehicle access and parking places</p> <p>A decision is required on a proposed changes to vehicle access and parking places as part of an environmental enhancement.</p>	Delegated Decisions by Cabinet Member for Highway Management, 2023/281 - Cabinet Member for Highway Management

<p>▪ Islip - B4027 Mill Street between Kings Head Lane and The Walk - proposed one-way traffic</p> <p>A decision is required on a proposed one-way restriction at Mill Street between its junctions with Kings Head Lane and The Walk.</p>	<p>Delegated Decisions by Cabinet Member for Highway Management, 2023/280 - Cabinet Member for Highway Management</p>
---	---

25 JANUARY 2024

NON-KEY DECISIONS

<p>▪ Banbury: Grimsbury and Nethercote - proposed 20mph speed limit and associated speed limit buffers</p> <p>Proposed 20mph speed limit for improved road safety and environment</p>	<p>Delegated Decisions by Cabinet Member for Highway Management, 2022/149 - Cabinet Member for Highway Management</p>
<p>▪ Wheatley waiting restriction review 2023/24</p> <p>To seek approval for proposals to make changes to waiting restrictions in Wheatley to address local concerns around parking.</p>	<p>Delegated Decisions by Cabinet Member for Highway Management, 2023/294 - Cabinet Member for Highway Management</p>

CABINET MEMBER: FINANCE - CLLR DAN LEVY

19 DECEMBER 2023

KEY DECISIONS

<p>▪ Bloxham CE Primary School Construction Contract</p> <p>To seek approval to enter into contract with a main contractor for the construction of a new school hall at Bloxham CE Primary School.</p>	<p>Delegated Decisions by Cabinet Member for Finance, 2023/185 - Cabinet Member for Finance</p>
---	---

CABINET MEMBER: ADULT SOCIAL CARE - CLLR TIM BEARDER**21 NOVEMBER 2023****KEY DECISIONS**

<ul style="list-style-type: none"> ▪ Recommissioning of Learning Disability Respite Services Key Decision needed to proceed with the procurement of Learning Disability Respite services. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2023/234 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Care Homes Purchasing Framework Framework for the purchasing of residential and nursing home beds on a call off basis for the Council and ICB NHS Continuing Healthcare. 	Cabinet, 2023/213 - Cabinet Member for Adult Social Care

NON-KEY DECISIONS - NIL**CABINET MEMBER: PUBLIC HEALTH, INEQUALITIES AND COMMUNITY SERVICES - CLLR DR NATHAN LEY****21 NOVEMBER 2023****KEY DECISIONS**

<ul style="list-style-type: none"> ▪ Commissioning a Lifecourse, Tier 2, Healthy Weight Service for Oxfordshire The Cabinet Member is requested to approve incurring of expenditures for provision of a Tier 2, lifecourse healthy weight service (covering children, young people, and adults) 	Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety, 2023/165 - Cabinet Member for Public Health, Inequalities & Community Safety
---	--

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: Water Resources and the South East Regional Plan

Lead Cabinet Member(s): Cllr Pete Sudbury, Cabinet Member for Climate Change Delivery and Environment

Date response requested:² 21 March 2023

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 includes, as part of its consultation response, a statement setting out Oxfordshire County Council's vision in terms of a holistic approach to water management, highlighting our preference for solutions that are	Accepted	The final responses were sent with statements of the County Council's vision in terms of a holistic approach to water management as requested.

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

² Date of the meeting at which report/recommendations were received⁹

Overview & Scrutiny Recommendation Response Pro forma

based in nature and that recognise the reality of an increasingly water scarce environment and the need to adapt to this reality.		
That the Council ensures appropriate language is used in future responses to consultations and all Council documents, avoiding unclear and divisive words such as 'nonsense'.	Partially accepted	The final responses were sent with appropriate language, and this has been noted for future responses being prepared by us.
That the Council works with Thames Water to explore if more can be done to expedite water leakage repairs.	Accepted	The Council is seeking to work with Thames Water to explore if more can be done to expedite water leakage repairs.