



## ***Notice of a Meeting***

### **Place Overview & Scrutiny Committee Wednesday, 17 April 2024 at 10.00 am Room 2&3 - County Hall, New Road, Oxford OX1 1ND**

**These proceedings are open to the public**

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

#### **Membership**

Chair - Councillor Kieron Mallon  
Deputy Chair - Councillor Charlie Hicks

<i>Councillors:</i>	Robin Bennett	Nigel Simpson	Richard Webber
	Duncan Enright	Freddie van Mierlo	
	Ted Fenton	Liam Walker	

**Notes:**    ***Date of next meeting: 3 July 2024***

**For more information about this Committee please contact:**

Committee Officer	-	Scrutiny Team
		Email: <a href="mailto:scrutiny@oxfordshire.gov.uk">scrutiny@oxfordshire.gov.uk</a>

Martin Reeves  
Chief Executive

April 2024

## **What does this Committee review or scrutinise?**

Climate change, transport, highways, planning and place-based services. Including the delivery of regulatory services, fire and rescue, community safety and community services such as libraries. NB This Committee will act as the Council's 'Crime and Disorder Committee'.

## **How can I have my say?**

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

## **About the County Council**

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

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

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

## **About Scrutiny**

Scrutiny is about:

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

Scrutiny is NOT about:

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

## **What does this Committee do?**

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

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting**

**A hearing loop is available at County Hall.**

# AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declaration of Interests - see guidance note on the back page**
3. **Minutes (Pages 1 - 6)**

To approve the minutes of the meeting held on 07 February 2024 (PLOSC4) and to receive information arising from them.

The Committee is recommended to **AGREE** the minutes as a true and accurate record having raised any necessary amendments.

4. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection. To facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9.00 a.m. four working days before the meeting, i.e., 9.00 a.m. on Thursday 11 April 2024. Requests to speak should be sent to [scrutiny@oxfordshire.gov.uk](mailto:scrutiny@oxfordshire.gov.uk)

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that, if the technology fails, your views can still be taken into account. A written copy of your statement can be provided no later than 9.00 a.m. two working days before the meeting. Written submissions should be no longer than one A4 sheet.

5. **Circular Economy Strategy and Action Plan (Pages 7 - 20)**

Cllr Dr Peter Sudbury, Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, Bill Cotton, Corporate Director for Environment and Place, Rachel Burns, Team Leader Waste Strategy and Circular Economy, and Jamie Slagel, National Management Trainee have been invited to present a report on the Council's Circular Economy Strategy and Action Plan.

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

6. **Update on Infrastructure Funding and s.106 contributions (Pages 21 - 32)**

Cllr Judy Roberts, Cabinet member for Infrastructure and Development Strategy, and Rachel Wileman, Director of Planning, Environment and Climate Change, have been invited to present a report on the Council's Infrastructure Funding Statement and Section 106 Update.

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

7. **Action and Recommendation Tracker**

The Committee is recommended to **NOTE** the action and recommendation tracker.

NB. This item is to follow.

## 8. **Committee Forward Work Plan** (Pages 33 - 194)

Attached is the Committee's proposed forward work plan alongside the latest Council business management and monitoring report, and Cabinet forward plan.

The Committee is recommended to **AGREE** its forward work plan having considered any issues arising from the other reports.

## 9. **Responses to Scrutiny Recommendations** (Pages 195 - 198)

Attached is the Cabinet response to the Place OSC report on Vision Zero. The Committee is asked to **NOTE** the response.

## **Councillors declaring interests**

### **General duty**

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

### **What is a disclosable pecuniary interest?**

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

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

### **Declaring an interest**

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

### **Members' Code of Conduct and public perception**

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

### **Members Code – Other registrable interests**

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

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

Other registrable interests include:

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

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

### **Members Code – Non-registrable interests**

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

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

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

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

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- a) 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.

**OXFORDSHIRE PLACE OVERVIEW & SCRUTINY COMMITTEE**

**MINUTES** of the meeting held on Wednesday, 7 February 2024 commencing at 10.00 am and finishing at 12.00 pm

**Present:**

Councillor Kieron Mallon – in the Chair

**Councillors:**

Charlie Hicks  
Robin Bennett  
Ted Fenton

Freddie van Mierlo  
Liam Walker  
Richard Webber

Susanna Pressel  
Nigel Simpson

**Other Members in Attendance:**

Councillor Andrew Gant  
Councillor Damian Haywood

**Officers:**

Bill Cotton, Corporate Director of Environment and Place  
Caroline Coyne, Programme Manager  
Anthony Kirkwood, Team Leader (Vision Zero)  
Andrew Ford, Road Safety Education Team Manager at Oxfordshire Fire & Rescue Service  
Richard Doney, Scrutiny Officer

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

**1/24 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS**

(Agenda Item 1)

Apologies were received from Cllr Constance and from Cllr Enright. Cllr Simpson attended as a substitute for Cllr Constance and it was noted that he would be joining the Committee on a permanent basis once it had been notified to Council. Cllr Pressel attended as a substitute for Cllr Enright.

Cllr Walker was welcomed as a new member of the Committee.

**2/24 DECLARATION OF INTERESTS - SEE GUIDANCE NOTE ON THE BACK PAGE**

(Agenda Item 2)

There were none.

### **3/24 MINUTES**

(Agenda Item 3)

The Committee resolved to **AGREE** the minutes of the meeting of 06 December 2024 as a true and accurate record.

It was requested that an update be provided to the Committee on the status of the Castle Quay library and the Council's involvement.

### **4/24 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item 4)

John Center, a resident of Littlemore, addressed the Committee on the impact of the Council's policies on the vulnerable.

Three speakers spoke specifically to the Vision Zero item.

Danny Yee, of Oxfordshire Liveable Streets, raised a number of concerns about particular junctions.

Robin Tucker, of the Coalition for Healthy Streets and Active Travel, spoke to the importance of partnership working.

Alison Hill, of Cyclox, expressed concerns that the objectives of the Vision Zero strategy were not SMART.

### **5/24 VISION ZERO (ROAD SAFETY)**

(Agenda Item 5)

Cllr Andrew Gant, Cabinet Member for Transport Management, attended to present the report on the Vision Zero Strategy and Action Plan which were out for public consultation. Bill Cotton, Corporate Director of Environment and Place, Caroline Coyne, Programme Manager, Anthony Kirkwood, Team Leader (Vision Zero), and Andrew Ford, Road Safety Education Team Manager at Oxfordshire Fire & Rescue Service. Cllr Damian Haywood attended as Chair of the Vision Zero cycle group,

Cllr Gant introduced the Vision Zero policy describing it as part of an overarching vision and strategy for a place that works better for everybody and is an important policy in managing an increasing busy road network. As evidence of a wider vision, the Programme Manager raised other road safety investments such as the Road Safety and Accessibility fund.

The Vision Zero policy had been adopted in the Local Transport and Connectivity Plan under policy 15 and was an enabling piece of policy for the county's active travel ambitions.

Following the presentation of the report, there was a desire to scrutinise the Thames Valley Police as a response to queries and concerns members of the public raised with the Vision Zero policy. There was a welcomeness to



hear from other local sources with particular interest or knowledge of the issues being addressed.

Cllr Gant addressed the importance within the policy of reducing speed limits, particularly to evidence showing a 30% lower mortality rate to those being hit at 20mph compared to 30mph.

The viability of enforcement of 20mph speed limits, especially in rural areas, was considered with the potential that greater educating and licensing regulations would have greater impact on driver speed awareness. The Road Safety Education Team Manager described the various educational road safety projects of the Fire & Rescue service, and welcomed the increased support for these projects, especially from a marketing standpoint, from the Vision Zero policy. Age and experience of drivers were suggested as key contributors to road incidents. Mr Ford spoke to potential legislative works for a graduate licence for younger drivers, and the potential of retaking assessments for older drivers. The influence and importance of driver education was again highlighted.

In light of *Safer Speeds action 4* (SS4), a review of all speed limits across Oxfordshire, the Committee sought further information on next steps and whether there was a specific evidence base requirement to change a speed limit. The Committee was informed that the Council had powers over non-national highway roads, allowing a process for officers to assess the justification and judgement for a change in speed limit. Each 20mph zone and scheme was planned bespoke in consultation with local communities. The delivery of these schemes was under constant review to ensure smooth implementation. Considerations included the nature of the road, its connectivity, and the view of the police that the speed limit was self-enforceable by a driver understanding the road. Beyond simply considering a speed limit change to make a road safer and fit for purpose, other elements would be considered such as signage or the layout of the road.

An update was provided on the programme for a 20mph speed limit default across the city of Oxford. The 3-year programme was ongoing; however, its implementation was more complex than for similar programmes rolled out across more rural areas of Oxfordshire. The lessons learnt from previous attempts, both successful and less successful, were being taken on board. Many of the urban factors were being considered, especially the operational response of the bus companies in Oxford with whom the Council sought to strike the right balance to supply a better bus service and avoid policies pulling in different directions.

Examples from across the country, from a variety of county Councils, showed the importance of partnerships for Oxfordshire's Vision Zero project. It was suggested that greater partnerships with Thames Valley Police (TVP), Fire & Rescue, Ambulance, National Highways, and other agency teams were important to the success of Vision Zero. The committee was assured that there had been a commitment from TVP to work together going forward and there had been meetings to this effect. Similarly, the Committee had

input from other associations, such as the Road Haulage Association and the Freight Association.

The Committee was advised that the majority of infrastructure projects being implemented were around Oxford because evidence was being followed and these projects were targeting the incident hotspots of the county. That these hotspots were in Oxford did not discount the importance of the policy and projects across the county.

Additionally, the Road Safety and Accessibility Fund looked at information across the county to determine roads of concern, with an analysis of what could be done to make these roads safer. A desire was expressed to work more closely with developers to ensure that new roads were built with safer transport routes in mind, including segregated cycleways. The Council was urged to look at whether these short-term infrastructure projects could be tied to section 106 payments, to deliver the required infrastructure before it exceeded safety requirements rather than after safety concerns had arisen.

The Committee resolved to make **RECOMMENDATIONS** to Cabinet under the following headings:

- That the Council should work to establish a partnership board to monitor progress on Vision Zero with Thames Valley Police being fully involved as a key partner;
- That the Council should continue to engage with Thames Valley Police in order to encourage enforcement of speed limits.
- That the Council should identify additional powers that would support delivery of responsibilities and Vision Zero ambitions and request that Government considers implementing them.
- That the Council should engage with other local authorities, particularly those with similarly diverse counties, and learn from them as well as to take learning from best practice in other authorities.
- That the Council should add the Vision Zero Key Areas to the five pillars workstreams.
- That the Council should ensure that its Vision Zero ambitions should be led by evidence and not be overly-focused on behaviour.
- That the Council should continue to prioritise its infrastructure projects on the basis of data and evidence, taking account of the insights of local members.
- That the Council should publish the danger hotspots on its website clearly linked to the underlying evidence.
- That the Council should publish the numbers of road deaths of children and teenagers, and also by sex, clearly linked to Vision Zero.
- That the Council should add SUVs and motorcycle categories to its safer vehicles section.
- That the Council should set out, in as much detail as possible, information relating to the budget for this strategy and the costs associated with it, as well as the associated ongoing revenue costs.
- That the Council should ensure that existing road layouts are planning considerations in its responses to new residential developments.

- That the Council should undertake a safety audit of past road safety initiatives to learn from what has – or has not – worked previously.

**6/24 ACTION AND RECOMMENDATION TRACKER**

(Agenda Item 6)

Having reviewed the progress of actions and recommendations the Committee **NOTED** the action and recommendations tracker.

**7/24 CABINET FORWARD PLAN**

(Agenda Item 7)

The Committee resolved to **NOTE** the Cabinet forward plan.

..... in the Chair

Date of signing .....

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## **Divisions Affected - All**

### **Place Overview and Scrutiny Committee**

**16 April 2024**

### **OCC Circular Economy Strategy & Action Plan**

**Report by Bill Cotton, Corporate Director for Environment & Place**

## **RECOMMENDATION**

1. **The Place Overview and Scrutiny Committee is RECOMMENDED to**
  - Note the programme of work's scope and approach and officers' progress to date;
  - Comment on the proposed vision, goals, and principles for the draft strategy;
  - Comment on the proposed focus areas for delivering this strategy;

## **Executive Summary**

2. Over the past six months, OCC has accelerated a programme of work developing a circular economy strategy and action plan. This programme of work will play a key role helping the Council realise net zero. It intends to go 'beyond waste', focusing not only on reducing waste and emissions, but also on wider benefits for Oxfordshire's communities, economy, and environment. Officers have developed an early draft strategy outlining OCC's vision, principles, and goals, buttressed by three more detailed pieces of work to support the realisation of this vision.
  - Firstly, a draft action plan focusing on embedding circular economy principles into OCC procurement, planning, policy, property & infrastructure, IT equipment, staff learning, and measurement & monitoring.
  - Secondly, Oxfordshire Resources and Waste Partnership (ORWP) have signed off a Household Waste Prevention Strategy.
  - Thirdly, officers have drafted a research paper outlining options that will enable Oxfordshire's transition to a circular economy.

## **Background: What and why?**

3. **Mandate:** In 2019 Oxfordshire County Council declared a climate emergency. The Council is committed to reaching net zero as a council by 2030 and enabling Oxfordshire to be carbon neutral by 2050 at the latest. The County Council's Climate Action Framework notes the importance of resource consumption and the role circular economy must play in this transition. The following all commit to developing a circular economy strategy:
  - OCC's Climate Action Framework
  - OCC's Environmental Principles
  - OCC's Climate and Natural Environment Policy Statement

4. **What is a circular economy?** The circular economy is a system where materials almost never become waste and nature is regenerated.<sup>1</sup>
- Currently, in our linear economy we *take, make, use, and dispose*. We take resources from the ground, air, and water; we make them into products and structures; we use them and then we dispose of them.
  - In a circular economy we would reduce material and energy use in the first instance, keep materials in use for as long as possible, and cycle and reuse materials at their highest value.
5. In a circular economy, we would use less resources and energy by rethinking what we need and refusing what is not needed. Products and infrastructure would be designed thinking about their whole life so people could easily repair, re-purpose, and refurbish them. Resources would be kept in use for as long as possible at the highest possible value, and as resources come to the end of their life, we would recover and regenerate and recycle materials.
- At the household level circular examples include sharing and borrowing items rather than purchasing new, repairing electricals, selling or donating items we no longer need to others, and where possible purchasing what we need second hand, extending its useful life.
  - In the council context, examples could include the use of reused or recycled materials in infrastructure construction, refurbishing buildings and equipment where possible, reviewing our policy around ICT equipment to ensure more items are collected and redistributed rather than purchasing new, setting targets for reuse/repair in all contracts (for example mobility and healthcare aids or ICT equipment) and the use of goods with recycled content.
6. OCC and wider Oxfordshire already do a lot of work that aligns with the principles of a circular economy. This strategy will celebrate this work and highlight Oxfordshire's role as a leader and innovator in this area. We can build on this while acknowledging that the linear economy remains dominant in Oxfordshire, and that we must now work to translate pockets of best practice into full scale change.

### **Why a circular economy?**

7. There are many benefits of a circular economy, far beyond reducing waste. A circular economy will bring benefits to Oxfordshire's communities, economy, and environment. And, importantly, the shift to a circular economy is necessary to meet net zero targets.

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<sup>1</sup> [What is a circular economy? | Ellen MacArthur Foundation](#)

Environment	Social	Economic	Council Focused
Central to achieving our net zero commitment – up to 45% of greenhouse gas emissions come from production of products and food <sup>2</sup>	Circular activities are delivered on a local level, fostering communities, help tackle loneliness, and gain from our residents' skills and strengths	Circular economy enables good, clean, and inclusive growth that keeps wealth local	Business resilience: resource scarcity poses serious concerns for business resilience (as exemplified by recent energy inflation costs.) Circulating resources locally develops resilience to global fluctuations and the rapidly growing risk of resource scarcity.
The circular economy protects, restores, and regenerates the natural world and prevents overextraction of resources	The circular economy is in line with OCC's 'Oxfordshire Way' vision for social care and Public Health's community-based prevention focus—and can support residents' independence and wellbeing.	It is estimated that transitioning to a circular economy could bring direct economic benefit to Oxfordshire business between £400m and £500m each year. It would also bring £1bn of wider societal benefit per year as well as about 6,000-7,000 jobs. <sup>3</sup>	The circular economy can help to reduce core business costs; OCC is forecasting £30m+ spend on household waste management in 2023/24 and estimates for 2024/25 are higher still. Preventing and reducing household waste across Oxfordshire will help to mitigate these costs

### Corporate policies and priorities

8. Circular economy work will contribute to OCC's goal to be greener, healthier, and fairer. It will contribute towards corporate priorities 1, 2, 3, 5, 6, and 9: addressing the climate emergency, tackling inequalities, supporting residents' health and wellbeing, investing in a sustainable transport network, preserving and restore green spaces, and working with local businesses and partners for environmental, economic and social benefit.
9. A circular economy strategy neatly intersects with various other OCC/partnership policies and strategies (Appendix 1), and we are working to ensure goals and actions align and enhance rather than duplicate effort.

<sup>2</sup> <https://www.ellenmacarthurfoundation.org/topics/climate/overview>

<sup>3</sup>



## Program of work and progress to date

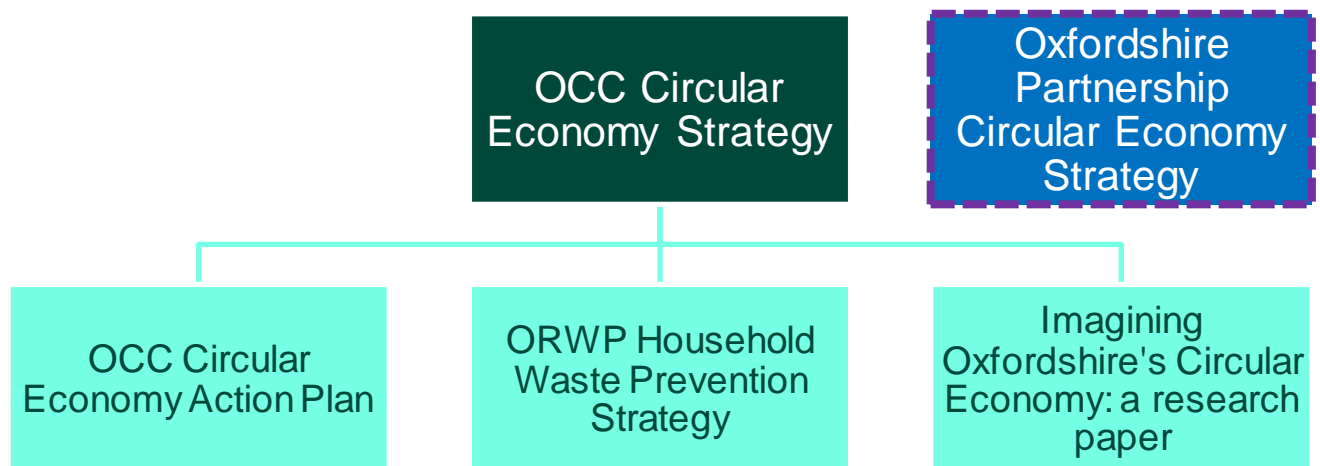
10. OCC has developed a multi-pronged approach to embedding circular economy principles into OCC and Oxfordshire more broadly.
11. **Strategy:** Firstly to 'get our own house in order', OCC have developed a draft vision and set of goals and principles for OCC's Circular Economy Strategy. This document lays out a circular economy vision that allows OCC to tackle four spheres over which OCC has different levels of control/influence:
  - 1) **OCC's direct activities** such as the waste our day-to-day operations generate and the products we buy.
  - 2) **OCC's procured goods and services**, such as major infrastructure projects and social care contracts which are procured/commissioned by OCC and delivered by suppliers—this is where the majority of OCC's material footprint and GhG emissions come from.
  - 3) **Oxfordshire households:** OCC and the city and district councils are responsible for collecting, managing, and processing household waste.
  - 4) **The wider Oxfordshire economy**, which OCC does not control but can influence.

An overview of this draft strategy, our draft vision, principals, and goals on which we would welcome input on can be found in Appendix 2.
12. **OCC Circular Economy action plan** – focusing on (1) and (2) above. Officers have developed a draft set of actions which will cover the next three years until 2027. Officers plan to focus on procurement, policy, planning, property & infrastructure, ITID, staff learning, and measurement and metrics. An overview of this draft action plan can be found below (Appendix 3).
13. Oxfordshire Resources and Waste Partnership (**ORWP's Household Waste Prevention Strategy**) – focusing on (3) which has been agreed by ORWP board and is the process of being taken through each council's respective governance process to be formally adopted.
14. Officers have rolled out a **staff learning program** on the circular economy for over 100 staff across the organisation, including via Lunch & Learns and the Staff-Led Climate Action Group which has already resulted in considerable improvement of understanding in this area (evaluation details in Appendix 4).
15. **Imagining Oxfordshire's Circular Economy: a research paper** outlining how the broader Oxfordshire economy can realise circular economy principles – focusing on (4). This draft list of ideas has been developed working with academics and researchers, community groups, circular economy practitioners, and specialist sustainability consultants. **N.B. these are only ideas at present and there is not currently resource or agreement to deliver these actions. Future conversations with key partners will be crucial to shaping and refining this list.** Nonetheless, imagining what is possible is the key first step to generating that resource and agreement.
16. In addition, officers have developed the foundations for an **Oxfordshire-wide partnership strategy**. This will be developed working with city and district



councils, NHS partners, local universities, the voluntary and community sector, and local businesses. Officers have developed a mandate for this work having spoken to leads for waste and climate across all 6 councils, including the Oxfordshire Resources and Waste Partnership, and officers working on communities, economic development, and planning. Officers have also spoken to the Local Enterprise Partnership, Zero Carbon Oxford Partnership, Future Oxfordshire Partnership, and senior leaders within the NHS. On this firm foundation, officers spoke to Oxfordshire's Chief Executive Officers in late February who agreed this was an exciting and worthwhile project. This strategy, which will report into the Future Oxfordshire Partnership, and whose development should start this calendar year, will support the broader Oxfordshire economy to become a circular economy. **This piece of work lies outside the scope of this paper** but is intended to build on the work outlined here.

Figure 1. Circular economy program of work



## Key Points

17. **Beyond waste:** The circular economy goes 'beyond waste'. Many are familiar with the saying "reduce, reuse, recycle", but often jump to recycling too soon. This program of work is about pushing beyond recycling: reducing what resources are used in the first place and reusing resources already in circulation. Thinking more about connected, sharing communities, product design that eliminates waste, and creating jobs in re-use, repair, and remanufacturing. By doing so, OCC can build societal benefits into the resource and material economy.
18. **Long-term commitment:** Transitioning to a circular economy is not a quick task. This program of work, spearheaded by OCC's Circular Economy Strategy, represents a long-term commitment to make this shift.
19. **Building foundations:** In seeking to transition to a circular economy OCC joins a select number of councils innovating and leading in this area. This strategy therefore offers a high level vision and direction with a focus on building understanding as well as identifying quick wins and obvious focus areas (e.g. the built environment). Metrics to measure circular economy progress are still

in development and as staff gain a better understanding of the circular economy and how it relates to their area, and once we start regularly collecting relevant data, OCC can re-visit this strategy to identify priority resource streams, outline baseline measurements, and set performance goals.

20. **Translating strategy into reality:** it is crucial that strategies with bold visions like this are backed by action plans, governance frameworks, and performance monitoring approaches that enable real change. That is why a strategy and action plan have been developed together. As part of this OCC will outline a priority action to collect appropriate data to understand OCC's baseline performance. This will enable OCC to outline performance goals. However, it is worth noting that the strategy is intended to focus on long-term change of 15+ years, while the action plan is intended to focus on the next three years. It will therefore be crucial to re-develop the action plan so that it continues to deliver more and more ambitious change.

## **Stakeholder engagement**

21. The process of developing this program of work has been led by a cross-organisational steering group and has involved engaging a wide range of internal and external stakeholders.
22. **Internal engagement:** In addition to the steering group (formed of officers across various teams including: waste and circular economy, biodiversity, climate action, healthy place shaping, minerals and waste planning, property, economy, and procurement), officers consulted with a wide range of teams, especially operational teams in priority areas, to develop the strategy and the action plan.
23. **External engagement:** Officers have engaged with the wider policy ecosystem so that this program of work is founded on cutting edge research and practice. They have learned from other local authorities, other countries, circular economy thinktanks and organisations, and local researchers and academics (Appendix 5). Officers have additionally hosted two external workshops to help develop policy and refine our vision.

## **Next steps**

24. Officers will continue to develop and refine the strategy, action plan, and research paper over the coming months with the aim of seeking approval at Cabinet in Autumn 24.
25. ORWP officers will take the Household Waste Prevention Strategy through each council's respective governance process for adoption.
26. Officers aim to bring together partners across Oxfordshire over the coming months to develop an Oxfordshire circular economy strategy. Officers aim to bring this to FOP Environment Advisory Group in July.

## Financial Implications

27. There is **no specific budgetary requirement** for writing the strategy and action plan, but existing staff time will be required to write them,. This may impact other work, but not adversely.
28. Delivery of the action plan **will have budgetary implications**. For significant proposals herein, officers will draw up business cases, include within service and resource planning processes and follow appropriate governance routes for sign-off. Officers will be mindful of the council's financial position when developing the action plan and related timescales for implementation.

Comments checked by:

Filipp Skiffins, Assistant Finance Business Partner,  
Filipp.skiffins@oxfordshire.gov.uk (Finance)

## Staff Implications

29. Development of the strategy and action plan forms part of the ongoing service delivery plan for the Circular Economy and Waste Management team
30. Delivery of the strategy will require resources from all departments as identified in the action plan. The staffing requirements will be incorporated within business cases and service and resource planning processes.

## Equality & Inclusion Implications

31. OCC's early draft strategy has an explicit goal to save money for residents, especially important given the cost of living crisis context. By increasing resource efficiency and reducing excess material use in products, costs should be reduced. Similarly, only consuming what is necessary and reducing waste should reduce costs for residents.
32. OCC's early draft strategy has "just transition" as a principle. The transition to a circular economy is necessary to create a sustainable future for future generations. However, it's also important to transition in a way that is fair and just for people now—and reduces rather than increases inequality. At present, different people have different access to a circular economy. The place people live in affects the choices they make and their behaviours: what they buy, share, re-use, repair, and throw away. OCC will create places that support people to easily make sustainable decisions.
33. In developing the action plan route map document, officers will consider potential impact on protected groups and how to promote equity across different groups, especially in a context where residents continue to experience the impacts of the cost of living crisis.
34. A full EQIA will be developed as part of the strategy approval process.

## Sustainability Implications

35. Adoption and implementation of circular economy principles and practices will play an important role realising the Council's net zero commitments. Reduced

consumption, improved recycling and reusing, and regenerating nature should also contribute to the Council's green spaces priority.

36. A full CIA will be developed as part of the strategy approval process.

## **Risk Management**

37. Delivery of the action plan is likely to require additional resources in some areas which is not currently funded. Officers will consider the council's financial position in mind while developing the action plan. There is a risk that sufficient resources may not be available which could delay or restrict action plan delivery.
38. Officers may identify OCC resource use where they are unable to shift to a circular flow of resources—or which can only be shifted with significant financial investment. Each individual project on the action plan will be given an associated risk assessment. Officers will bear this risk and the Council's financial position in mind when developing the strategy.

Bill Cotton

Contact Officers: Rachel Burns, Team Leader – Waste Strategy and Circular Economy, [rachel.burns@oxfordshire.gov.uk](mailto:rachel.burns@oxfordshire.gov.uk)  
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March 2024

## Appendix 1: OCC Partnership strategies that intersect with Circular Economy goals:

OCC strategies	Corporate strategies	Partnership strategies
<a href="#">Environmental Principles</a>	Property strategy	<a href="#">Pathways to Zero Carbon Oxfordshire</a>
<a href="#">Climate Action Framework</a> <a href="#">Carbon Management Plan &amp; Policy Position on Reducing Oxfordshire County Councils Supply Chain Emissions</a>	Commercial strategy (forthcoming)	Local Nature Recovery Strategy (forthcoming 2025)
Climate adaptation strategy (forthcoming)	Social value strategy	<a href="#">Joint Municipal Waste Management Strategy</a>
Biodiversity action framework (forthcoming)		<a href="#">Good Food Oxfordshire food strategy</a>
<a href="#">Household Waste and Recycling Centre (HWRC) Strategy</a>		Strategic Economic Plan <a href="#">Local Industrial Strategy Oxfordshire Inclusive Economy Partnership (OIEP) Charter</a>
		<a href="#">Health and Wellbeing Strategy 2024-2030</a>
<a href="#">Air Quality Strategy</a>		<a href="#">Oxfordshire Minerals and Waste Local Plan</a>

39. The circular economy strategy also intersects neatly with various approaches OCC is promoting, including:

- Future Generations
- Doughnut Economics
- Healthy place shaping
- Community wealth building
- Anchor institutions network

## Appendix 2: Draft Strategy Vision, Principles, and Goals

40. This section provides a high level overview of OCC's early draft strategy. Officers propose that the strategy's timeframe spans 2024-2040, with five year reviews.

41. **Our Vision:** To enable and support Oxfordshire's transition to a circular economy, reimagining how we value, produce, and use resources so they benefit our people, place, and planet.

## 42. Principles

- **Beyond Waste:** OCC will think about circular economy in the round, not just about waste and recycling.
- **Doughnut economics & planetary boundaries:** Transitioning to a circular economy helps OCC to do even more to support a strong social foundation while also staying within our planetary boundaries.
- **Future Generations:** OCC will work to meet the needs of the present without compromising the ability of the future generations to meet their own needs.
- **Innovation:** OCC will support and enable Oxfordshire to lead, learn from, and contribute to the international innovation community.
- **Towards system change:** We must all move from small pockets of best practice to full system change with circular economy principles at its core.
- **Just transition:** OCC will ensure the transition to a circular economy is fair and just, so that all residents can equally benefit from a circular Oxfordshire.

## 43. Goals

1. **Look after our planet** by consuming resources sustainably, mitigating and adapting to climate change, and regenerating nature
2. **Support a fair economy** which keeps resources local, drives economic resilience and innovation, and generates inclusive jobs and skills for people in Oxfordshire
3. **Create healthy and connected communities**, supporting residents to be independent and healthier for longer
4. **Become a more resilient council** that offers better value for money

Each goal comprises a set of sub-goals, as follows.

44. **Look after our planet.** Transitioning to a circular economy will not only be key to achieving net zero but also help us adapt to climate change, regenerate nature, protect our air, soil, and water, reduce waste, and protect earth's resources into the future.
  - Goal 1.1: Reduce emissions and contribute to net zero
  - Goal 1.2: Regenerate nature and increase biodiversity
  - Goal 1.3: Prevent pollution of our air, soil, and water
  - Goal 1.4: Climate adaptation
  - Goal 1.5: Prevent and reduce waste
  - Goal 1.6: Protect the earth's resources
45. **A fair economy.** Changing how we manage, produce, and consume resources can stimulate an innovative, inclusive economy that tackles inequalities.
  - Goal 2.1: Stimulating economic opportunity
  - Goal 2.2: Supporting an inclusive economy
  - Goal 2.3: Saving money for residents and businesses
  - Goal 2.4: Globally just

46. **Creating healthy and connected communities.** How we interact with our resources has a real impact on how we interact with each other. Sustainable, responsible production and management of resources can bring communities together and help residents stay fit and healthy for longer.
- Goal 3.1: Creating connected communities
  - Goal 3.2: Supporting the Oxfordshire Way
  - Goal 3.3: Ensuring all residents can breathe safely
47. **A resilient council.** The circular economy will help OCC become more resilient to resource scarcity and geopolitical instability while delivering better value for money for residents.
- Goal 4.1: Improving council resilience
  - Goal 4.2: Delivering value for money

### Appendix 3: Draft Action Plan Priorities

48. This section provides a high level overview of OCC's early draft action plan. Officers propose that the action plan spans 2024-2027.
49. Officers propose 7 priority areas for action:
- 1) Procurement
  - 2) Planning
  - 3) Policy
  - 4) Property & infrastructure
  - 5) IT equipment
  - 6) Staff learning
  - 7) Measurement and metrics
- Each of these is outlined in more detail below.
50. **Procurement:** OCC will work with existing suppliers to become more circular and embed the circular economy into the procurement process. This includes continuing to embed circular economy into its social value procurement process, reviewing OCC Facilities Management waste contracts, building measurement and reporting into specifications for high materiality contracts, and supporting relevant service areas to use the procurement process to improve resource efficiency in contracts e.g. adult social care and catering contracts.
51. **Planning:** OCC will use its planning functions to promote the circular economy within national frameworks. The Oxfordshire Minerals and Waste Local Plan Part 1 – Core Strategy contains policies that promote reuse and recycling and embeds circular economy principles. For example, policies supporting the use of recycled and secondary aggregates in preference to virgin aggregates. The County Council is embarking on a new Minerals and Waste Local Plan and will seek to continue to include Circular Economy principles within future minerals and waste planning policies, while seeking to achieve a sound plan.

52. In addition, OCC will research and review Biodiversity Net Gain at restored quarries and influence other planning stakeholders including District councils, central government, regional minerals and waste bodies, and neighbouring Minerals and Waste planning authorities.
53. OCC will also explore opportunities to write s106 agreements in such a way that they enable development of capital projects that fully embed circular economy principles.
54. **Policy:** OCC will ensure that the circular economy is considered in appropriate policies and strategies and continue to deliver key existing internal plans and strategies that already support circular economy principles. This includes OCC's furniture disposal policy, central corporate policy team, food strategy and action plan, biodiversity action framework, approaches to green finance and healthy place shaping, as well as partnership strategies such as the Strategic Economic Plan, Local Nature Recovery Strategy, Health and Wellbeing Strategy.
55. **Property and infrastructure:** OCC will develop transport and property infrastructure that is designed with the circular economy in mind. This will enable us to use less virgin material, reduce emissions, and prevent waste arisings. Opportunities include the re-development of Speedwell House and decommissioning of County Hall, working with current suppliers to identify resource efficiency opportunities, putting in place governance, frameworks, and tools to consider resource use and circular economy, and working towards default circular design for OCC major property and infrastructure projects.
56. **IT equipment.** OCC will responsibly buy, manage, reuse, and dispose of our high value IT equipment. In the first instance, staff will repair and redeploy devices; after this, staff are exploring a formal route for donating devices to Getting Oxfordshire Online towards our digital inclusion goals. OCC is looking into its management and disposal of work phones and reviewing its Waste Electrical and Electronic Equipment (WEEE) disposal supplier.
57. **Staff learning programme.** Rolling out a learning programme across the council explaining the circular economy, why it matters, and how all staff can help deliver a circular economy.
58. **Measurement and metrics.** OCC will develop a clearer picture of the County Council's own waste footprint. OCC will also work to develop a set of metrics to measure how 'circular' the council's activities are, including suppliers. OCC will work to embed reporting requirements into appropriate specifications and contracts to enable reporting on the most significant contributor to OCC's material footprint: procured services and goods.

## Appendix 4: Evaluation from staff learning

59. This appendix evaluates the staff learning program to date.
60. **Evaluation – understanding 'circular economy':** On average officers started the session rating their understanding of the term 'circular economy' at 2.6/5.



On average, by the end of the training session, officers rated their understanding as 4.4/5. This represents a strong and significant increase in understanding.

61. **Further evaluation** – across all staff learning sessions, on average staff rated the session as follows:

- (1) 'The session was well-run': 9.2/10
- (2) 'The session applied to me': 9.1/10
- (3) 'I'm passionate about circular economy': 9.3/10

## **Appendix 5: External stakeholders consulted**

- Brighton and Hove city council
- City of London Authority
- West Midlands Combined Authority
- Islington Council
- Warwickshire CC
- Re-London (a circular economy partnership of the Mayor of London and the London boroughs)
- QSA (specialist sustainability consultancy)
- Oxfordshire's rich network of Community Action Groups
- Researchers at Oxford University's Environment and Change Institute (ECI)
- Researchers at Oxford University's Smith School

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## **Divisions Affected -**

### **PLACE OVERVIEW & SCRUTINY**

**– DATE 17/04/2024**

## **INFRASTRUCTURE FUNDING STATEMENT AND SECTION 106 UPDATE**

### **Report by Director of Planning, Environment and Climate Change**

#### **RECOMMENDATION**

##### **1. The Committee is RECOMMENDED to**

Acknowledge and endorse the progress being made against the actions identified from the 6 December 2023 meeting including the ongoing review of Section 106 collection and expenditure procedures.

#### **Background**

2. The County Council has a pivotal role in supporting the sustainable development of Oxfordshire through its statutory and non-statutory responsibilities relating to strategic infrastructure planning and delivery. Existing Local Plans across Oxfordshire currently plan for around 90,000 new homes to be delivered. Existing plans are supported by Infrastructure Delivery Plans to set out the transport, education, community and other infrastructure that is needed to ensure planned development comes forward in a managed and sustainable way to support existing and new communities.
3. The County Council has a long and proven track record in working with the other Oxfordshire councils, communities, and partners to deliver infrastructure through the securing of developer contributions from development as it comes through the planning system. Developer contributions for County Council infrastructure is secured principally through Section 106 of the Town and Country Planning Act 1990 (amended) as well as Community Infrastructure Levy, which has been adopted in Oxford City Council, South Oxfordshire District Council and Vale of White Horse District Council.
4. The County Council has dedicated Planning Obligations and Infrastructure Negotiator officers who work directly with applicants / developers to secure and collect the required developer contributions that are used to deliver infrastructure as planning permissions are built out. The officer structures and processes are highly effective in negotiating and securing development contributions with currently around £277m held to support delivery of a range of infrastructure. These monies are required by statute to be reported annually in the Infrastructure

Funding Statement (IFS). The latest IFS (for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023) was reviewed by Place Overview and Scrutiny Committee and approved by Cabinet in December 2023.

5. The expenditure of held monies in a timely fashion to support the pace of growth is, however, more challenging. In response, a corporate project is underway to review all s.106 monies held and working with the relevant service areas develop updated spend plans to speed up the delivery of projects and increase the amount of held monies that is identified and committed for delivery within the capital programme.
6. The IFS review by Place Overview and Scrutiny Committee identified a series of recommendations with regard to both Section 106 and CIL, progress against which is set out in the report. As part of the response, a corporate project has also been established to review all aspects of developer contributions process, governance and expenditure to increase the rate of delivery where practicable to do so. The progress of the project is set out in this report.

## **Section Review Project and Place Overview & Scrutiny Actions Update**

### Section 106 Review Update

7. A corporate Section 106 project has been established to review all S.106 monies that the Council holds across each service area to analyse their age profile and anticipated delivery timeline. The project is being overseen by a steering group that includes relevant officers from finance, planning, place, property services and reports into the Council's Strategic Capital Board.
8. The starting point for the project was to review held monies by service areas, which are summarised as follows:

<b>Service Area</b>	<b>Funding received in 2022/23</b>	<b>Funding spent in 2022/23</b>	<b>Funding held (Received across all years)<sup>1</sup></b>	<b>Funding secured (across all years) expected to be received in future years</b>
Education	38,690,586	18,383,452	142,570,994	184,205,324
Transport	13,670,067	6,724,487	75,884,012	101,005,216
Libraries	765,854	350,984	5,765,653	2,655,334
Adult Social Care	453,465	0	4,652,406	1,053,300
Countryside	566,756	91,565	1,710,614	1,471,753
Waste	522,224	100,680	5,176,814	831,194
Adult Learning	6,214	0	199,438	65,629
Museums	2,823	0	126,421	1,772
Minerals sites	0	2,261	710,934	0

Fire & Rescue	0	0	252,341	11,422
Other	7,669,301	2,564,203	39,380,286	
<b>Totals</b>	<b>62,347,290</b>	<b>28,217,632</b>	<b>276,429,913</b>	<b>291,300,944</b>

9. The S106 project undertook an initial 'sprint' to analyse the held monies in more detail to help inform decisions on spend across the related services with the objective of increasing the amount of S106 that is committed for delivery in the Capital Programme. The 'sprint' project included assessing all held monies to determine whether there is any flexibility in how the monies can be used to help inform decisions on spend. The outcome of the 'sprint' project identified the following breakdown within the £277m of held S106 monies:

S106 category	£
a) Monies held for specific scheme or clause	£54,725,465
b) Monies held for a scheme that is proposed but not yet actioned	£28,621,671
c) Monies held for specific use but no scheme proposed yet	£108,926,591
d) Monies held where there is flexibility of use across service area	£82,152,788
e) Monies held where there is flexibility of use across service areas	£3,384,172
<b>Total S106 held</b>	<b>£277,810,687</b>

10. Following the breaking down of the monies held, the project turned to engagement with the relevant S106 service areas to discuss the above analysis and to understand further their plans for delivery and expenditure of the held monies:

- Adult learning
- Fire
- Museums
- Libraries
- Social and Healthcare
- Countryside
- Educations
- Minerals
- Transport
- Waste

11. The engagement with services is ongoing but to date has identified the following:

- Services are generally aware of monies held and some have plans to spend being actively progressed. The spend plans, however, do not encompass all held monies and work is needed to support services to increase the amount of monies that are committed to specific project delivery;

- Some monies are constrained by needing additional capital to deliver against;
- Some monies are held as 'step in' safeguard if a developer doesn't undertake certain activities. These monies need to be re-categorised as such in the ongoing financial analysis;
- An issue with the age profile of monies held has emerged, with some monies having being held for over 20 years without any movement other than accruing of interest.

12. Based on the above, the next steps for activity are to focus on further service engagement for updated spend plans across each area to be prepared that set out a clear pathway to delivery. This will include increased focus on flexibility to ascertain how much additional monies could be re-allocated to support delivery either by providing the required additional capital for those monies that are stuck in this regard, or to be earmarked for delivery through the Capital Programme pressures.

13. As part of this, it is essential that due political oversight and involvement is factored in to the process of forming updated spend plans. In this regard, in addition to this Overview & Scrutiny update, it proposed that Locality Meetings include a more forward looking update on S106 so Members can provide input into the process and be kept aware generally on progress. An update on this approach and taking Members' views on how they would like this information to be set out and discussed, including use of technological enhancements with access to data, will be included in the upcoming Locality meetings.

14. Alongside the ongoing service engagement and financial analysis, the steering group are undertaking a review of all existing S106 process including governance and consideration of business cases for projects as they are taken forward into the capital programme. A business case process review is underway that aims to better coordinate S106 activity through the capital boards so there is a transparent and golden thread of expenditure within the capital programme, which is ultimately overseen by the Strategic Capital Board and Council decision making.

15. It is recognised by both the oversight group and Finance that additional resource is needed to progress at pace the above next stages of the project. A job description has been prepared and expected to be advertised in Spring 2024 to enable the next stages of the S106 review project to take place.

#### December 2023 Place Overview & Scrutiny Recommendations Update

16. The S106 project is also ensuring that the recommendations from the Place Overview & Scrutiny recommendations in December 2023 are taken forward where possible to do so. An update on each recommendation is as follows:

*That the Council is mindful to build in as much flexibility as possible to its S.106 agreements at negotiation and agreement stages.*

17. This action is being progressed within the S106 review workstream to review standard wording of agreements to, wherever possible, include appropriate

flexibility for future agreements. Please note that there will always be scenarios whereby planning obligations are secured for specific items of infrastructure albeit officers are cognisant of the need for flexibility where possible.

*That the Council holds conversations with non-CIL collecting district councils in the county to emphasise the benefits of collecting CIL funding over s.106 contributions.*

18. It is recognised there are benefits of operating CIL, albeit there will always be a need to operate a dual system with s.106 agreements for specific requirements needed to enable the grant of planning permission. Notwithstanding this, officers continue to discuss proposals for CIL implementation with Cherwell District and West Oxfordshire District Councils. The decision to implement CIL is a matter for those councils but it is expected in both cases that consultation on draft charging schedules will be held in 2024.
19. In addition, discussions are underway to discuss the County's existing CIL arrangements with Oxford City, South Oxfordshire and Vale of White Horse Councils. There is a long-established process in place with South Oxfordshire and Vale of White Horse Councils for how the County accesses CIL monies to help support delivery of strategic infrastructure, which has recently been enhanced to speed up the transfer of monies through a less onerous approach to funding agreements between the Councils.
20. There is not the same structure in place for how the County accesses CIL collected in Oxford City. This is recognised as a priority for the County to resolve with contact made with City Council officers to review this as they progress their new Local Plan and CIL Charging Schedule in 2024.

*That the Council's progress review of s.106 funded infrastructure projects to provide, for each project, an easy-to-read summary of the barriers, constraints and trigger points it is subject to.*

21. This work is ongoing as part of the S106 review project with the information currently held within the Council's planning system being linked to Microsoft Power BI, which is a relatively new platform that allows self-service access for users to find information relating to developer contributions by service and division area. The functionality of this technological enhancement remains in development, but it is anticipated that this will be made available for County Councillors to be able to review available funds and progress.

*That the Council involves local members throughout the full process of infrastructure delivery in their areas via, in the first instance, its locality meetings.*

22. Members are recognised as needing to be regularly informed about infrastructure delivery in the divisions they represent. As mentioned above, an enhancement for how information is accessed and discussed with officers is in development. The Locality meetings will continue to have due oversight on infrastructure planning and delivery going forward. By way of an initial update, Annex A provides a summary of s.106 monies available by service area within each Locality Area and which will

form the basis of further discussion with regard to delivery at the next round of Locality meetings.

*That the Council improves the involvement and communication of stakeholders in the infrastructure delivery process, particularly between the negotiation and delivery teams, and the delivery teams and the wider Council.*

23. This is an ongoing action that forms a key part of the S106 Project Review. The specific action in this regard is a process mapping review that will identify not only the most effective way of negotiating and collecting developer contributions but also how stakeholders are engaged in the process. The process mapping review will take place through Spring 2024.

24. *That the Council invests in its infrastructure delivery, including project management, to enable it to reach a high level of efficiency and effectiveness, reducing delays or the threat of handing back developer contributions for undelivered infrastructure.*

25. This is an ongoing action that is being addressed in part through the implementation of the recent Environment and Place directorate reorganisation, which added resource in its infrastructure delivery functions. Recruitment to these posts is ongoing and once completed is expected to increase the levels of efficiency required to address this recommendation.

*That the Council leads on improving strategic coordination between Tier 1 and Tier 2 authorities in the county via the Future Oxfordshire Partnership to embed necessary infrastructure requirements for the achievement of the LTCP targets in the next iteration of OXIS.*

26. Since the December 2023 meeting, county officers have taken a lead role in progressing the procurement to update OXIS as part of the Future Oxfordshire Partnership Infrastructure Advisory Group workstream. The project brief has been agreed and subject to procurement input expected to go out for tender in Spring 2024. Delivery against key strategies such as LTCP will be an integral part of the OXIS project.

*That a back-casting exercise from 2030 in reference to the OXIS refresh be undertaken and the required investment in infrastructure to achieve LTCP targets to be compared with current plans and the OXIS be updated as necessary.*

27. The consultant for the OXIS update will take forward this action once appointed.

*That the Council develops a pipeline of infrastructure projects, particularly around Active Travel.*

28. This is being actioned through the Capital Programme and supporting capital boards that have been set up to develop a pipeline of infrastructure projects that is aligned to the Council's corporate priorities.



*That the Council undertakes an audit of its spending on pavements, street lighting and other walking infrastructure.*

29. This action has not progressed due to current resource pressures. This action will, however, been referred to the corporate audit team to take forward as part of their future work programme.

## **Financial Implications**

30. Prioritising the use of funds before any longstop dates are reached mitigates against the risk of repayment.

Comments checked by:

Filipp Skiffins, Assistant Finance Business Partner,  
[filipp.skiffins@oxfordshire.gov.uk](mailto:filipp.skiffins@oxfordshire.gov.uk) (Finance)

## **Legal Implications**

31. There are no new legal implications in this report. Legal agreements are used to secure developer contributions which must be spent in accordance with the terms of the agreement. This Infrastructure Funding Statement is required to be produced in accordance with the Community Infrastructure Levy Regulations 2010 (as amended).

Comments checked by:

Paul Grant, Head of Legal ([paul.grant@oxfordshire.gov.uk](mailto:paul.grant@oxfordshire.gov.uk))

## **Staff Implications**

32. There are no new staffing implications within this report. The report is introducing the Infrastructure Funding Statement, which is an annual, statutory requirement for the council. The work undertaken to produce the report is achieved within existing resources.

Caroline Bing, HR Business Partner, [caroline.bing@oxfordshire.gov.uk](mailto:caroline.bing@oxfordshire.gov.uk)

## **Equality & Inclusion Implications**

33. There are no equality and inclusion issues arising from this report. Equalities will be considered within service areas at the point at which funding is sought for a scheme.

## **Sustainability Implications**

34. There are no sustainability implications from this report. Sustainability will be considered within service areas at the point at which funding is sought.

## **Risk Management**

35. There are no reputational and financial risks to the Council through publication or non-publication of the report. Publication is a statutory duty. Whilst there are no defined penalties for failing to publish, the reputation of the council could be affected by a failure to publish.

## **Consultations**

36. As the report is a statement of fact no consultations have been undertaken.

Rachel Wileman, Director of Planning, Environment and Climate Change

Annex A – S106 Monies Held by Locality

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April 2024

## Annex A – Section 106 Developer Contributions by Locality

This annex provides a breakdown of Section 106 monies that have been secured from planning permissions by locality areas and by service area. The monies are either secured but not yet collected, or held having been paid to and collected by the County Council. Delivery against these monies is reported annually in the County Council's Infrastructure Funding Statement.

### Abingdon

Service Area	Secured	Held	Total by Service
Adult Learning		£3,048.96	£3,048.96
Countryside	£55,000	£274,383.37	£329,383
Education	£4,776,164.38	£20,850,486.37	£25,626,650.75
Libraries	£68,583.49	£766,027.45	£834,610.94
Minerals		£86,509.87	£86,509.87
Museums	£784.80	£9,833.89	£10,618.69
Social and Healthcare	£81,004.86	£377,321.99	£458,326.05
Transport	£6,713,867.13	£10,159,744.71	£16,873,611.84
Waste	£26,488.04	£1,622,420.07	£1,648,908.11
<b>Total</b>	£11,721,892.7	£34,149,776.68	£45,871,699.38

### Banbury

Service Area	Secured	Held	Total by Service
Adult Learning		£65,226.59	£65,226.59
Countryside	£300,079	£115,328.38	£415,407
Education	£24,051,815.78	£12,159,615.91	£36,211,431.69
Fire		£1,206.59	£1,206.59
Libraries	£146,956.76	£1,406,564.79	£1,553,521.55
Museums		£36,477.89	£36,477.89
Social and Healthcare	£3,768.75	£193,975.33	£197,744.08
Transport	£12,428,866.10	£10,384,072.44	£22,812,938.54
Waste	£142,414.45	£772,879.25	£915,293.70
<b>Total</b>	£37,073,900.84	£25,135,347.17	£62,209,248.01

### Bicester and Kidlington

Service Area	Secured	Held	Total by Service
Adult Learning	£34,258.12	£70,252.46	£104,510.58
Countryside	£245,417	£477,631.77	£723,049
Education	£66,826,538.8	£22,539,179.47	£89,365,718.27
Fire	£11,422.38	£13,392.15	£24,814.53
Libraries	£486,248.35	£305,627.92	£791,876.27

Minerals		£431,505.66	431505.66
Museums	£791	£43,949.47	£44,740
Social and Healthcare	£185,900.4	£958,855.84	£1,144,756.24
Transport	£33,673,858.80	£14,088,340.62	£47,762,199.42
Waste	£177,930	£616,720.99	£794,651
<b>Total</b>	<b>£101,642,364.85</b>	<b>£39,545,456.35</b>	<b>£141,187,821.20</b>

### Didcot and Henley

Service Area	Secured	Held	Total by Service
Adult Learning		£4,262.55	£4262.55
Countryside	£550,975	£287,503.85	£838,479
Education	£37,949,720.82	£12,545,896.20	£50,495,617.02
Fire		£290.51	£290.51
Libraries	£1,283,146	£1,429,510.88	£2,712,657
Minerals		£37,889.55	£37,889.55
Museums	£196	£1,781.34	£1,977
Social and Healthcare	£191,374	£1,048,195.04	£1,239,569
Transport	£10,514,064.76	£19,220,114.68	£29,734,179.44
Waste	£12,376	£534,192.95	£546,569
<b>Total</b>	<b>£50,501,852.58</b>	<b>£35,109,637.55</b>	<b>£85,611,490.13</b>

### Farringdon and Wantage

Service Area	Secured	Held	Total by Service
Adult Learning	£31,371	£15,267.20	£46,638
Countryside	£181,438	£227,303.91	£408,742
Education	£24,797,065.23	£48,620,379.85	£73,417,445.08
Fire		£44,067.57	44067.57
Libraries	£427,701.97	£653,512.63	£1,081,214.60
Minerals			
Museums		£18,325.84	18325.84
Social and Healthcare	£379,784	£817,090.56	£1,196,875
Transport	£13,076,503.23	£11,887,083.85	£24,963,587.08
Waste	£563,758.18	£621,223.68	£1,184,981.86
<b>Total</b>	<b>£39,457,622</b>	<b>£62,904,255.09</b>	<b>£102,361,877</b>

### Oxford City

Service Area	Secured	Held	Total by Service
Adult Learning			
Countryside	£141,208.75	£40,000	£181,208.75

Education	£2,521,987	£1,211,873.90	£3,733,861
Fire			
Libraries	£91,390	£64,318.97	£155,709
Minerals			
Museums			
Social and Healthcare		£45,753.77	£45,753.77
Transport	£7,148,871.63	£4,425,679.04	£11,574,550.67
Waste	£55,416	£15,937.91	£71,354
<b>Total</b>	£9,958,873.38	£5,803,563.59	£15,762,436.97

### Thame, Wheatley and Watlington

Service Area	Secured	Held	Total by Service
Adult Learning		£47,537.46	£47,537.46
Countryside	£10,000	£97,396.87	£107,397
Education	£1,642,050	£6,388,217.08	£8,030,267
Fire		£1,020.23	£1,020.23
Libraries		£251,414.34	£251,414.34
Minerals			
Museums		£7,206.32	£7,206.32
Social and Healthcare		£380,561.75	£380,561.75
Transport	£5,141,953.90	£5,537,014.08	£10,678,967.98
Waste	£1,973	£170,875.53	£172,849
<b>Total</b>	£6,795,976.9	£12,881,243.66	19,677,220.56

### Witney and Burford

Service Area	Secured	Held	Total by Service
Adult Learning		£8,612.47	£8,612.47
Countryside		£271,163.66	£271,163.66
Education	£1,919,319	£23,432,292.96	£25,351,612
Fire		£197,701.12	£197,701.12
Libraries		£771,809.24	£771,809.24
Minerals		£144,587.66	£144,587.66
Museums		£3,613.94	£3,613.94
Social and Healthcare		£448,723.87	£448,723.87
Transport	£1,343,897.41	£9,762,235.46	£11,106,132.87
Waste		£499,529.51	£499,529.51
<b>Total</b>	£3,263,216.41	£35,540,269.89	£38,803,486.3

## Woodstock and Chipping Norton

Service Area	Secured	Held	Total by Service
Adult Learning		£10,150.64	£10,150.64
Countryside	£531,000	£104,290.69	£635,291
Education	£7,403,088.71	£12,451,119.34	£19,854,208.05
Fire			
Libraries		£423,031.49	£423,031.49
Minerals		£6,543.33	£6,543.33
Museums		£6,203.04	£6,203.04
Social and Healthcare		£193,514.11	£193,514.11
Transport	£3,280,190.22	£2,797,106.48	£6,077,296.70
Waste	£42,940	£105,852.55	£148,793
	£11,257,218.93	£16,097,811.67	£27,355,030.6

**Work Programme  
Place Overview and Scrutiny Committee**

Cllr Kieron Mallon, Chair | Richard Doney, Scrutiny Officer, [richard.doney@oxfordshire.gov.uk](mailto:richard.doney@oxfordshire.gov.uk)

Topic	Relevant strategic priorities	Purpose	Type	Lead presenters
<b>17 April 2024</b>				
<b>s.106 and CIL</b>		Update	Overview and scrutiny	Cllr Roberts; Rachel Wileman
<b>Circular Economy Strategy</b>	Prioritise the health and wellbeing of residents; put action to address the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for environmental, economic and social benefit	To consider the proposed vision, goals, and principles	Overview and scrutiny	Cllr Sudbury; Bill Cotton; Rachel Burns; Jamie Slagel
<b>03 July 2024</b>				



<b>Police &amp; Crime Commissioner</b>	Prioritise the health and wellbeing of residents; play our part in a vibrant and participatory local democracy; work with local businesses and partners for environmental, economic and social benefit	To consider progress against the Crime and Justice Plan	Crime and Disorder Panel (overview and scrutiny)	The Police & Crime Commissioner; The Chief Constable
<b>Flood Risk Management Strategy</b>	Prioritise the health and wellbeing of residents; put action to address the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for environmental, economic and social benefit	To consider the strategy.	Overview and scrutiny	Bill Cotton; Teresa Kirkham
<b>Oxford Flood Alleviation Scheme</b>	Prioritise the health and wellbeing of residents; put action to address	To consider the scheme.	Overview and scrutiny	Bill Cotton; Teresa Kirkham



	the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for environmental, economic and social benefit			
<b>25 September 2024</b>				
<b>tbc</b>				
<b>Project management/delivery functionality</b>	Prioritise the health and wellbeing of residents	The Committee to consider the capacity of the Council to deliver its projects.	Overview and scrutiny	Bill Cotton; tbc
<b>13 November 2024</b>				
<b>Local Nature Recovery Strategy</b>	Prioritise the health and wellbeing of residents; put action to address the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for	To consider the strategy.	Overview and scrutiny	Bill Cotton; tbc

	environmental, economic and social benefit			
<b>Verge and Vegetation Management</b>	Prioritise the health and wellbeing of residents; put action to address the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for environmental, economic and social benefit	To consider the Council's approach.	Overview and scrutiny	Bill Cotton; tbc
<b>05 February 2025</b>				
<b>Management of Utility Works/Lane Rental</b>	Prioritise the health and wellbeing of residents; work with local businesses and partners for environmental, economic and social benefit	The Committee to consider the impact of utility works and the implementation of the Lane Rental Scheme. Utility companies to be invited to attend.	Overview and scrutiny	Bill Cotton; tbc
<b>Report from Localities – What's the Council's</b>	Prioritise the health and wellbeing of residents; put action to address	The Committee to consider the impact of Localities work and to	Overview and scrutiny	Bill Cotton; tbc



<b>approach to Place-making?</b>	the climate emergency at the heart of our work; preserve and improve access to nature and green spaces; work with local businesses and partners for environmental, economic and social benefit	recommend areas of success.		
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#### Sub-groups/Working Groups

Name	Relevant strategic priorities	Description	Outcomes	Members
<b>Transport Task &amp; Finish Group</b>	Transport, The Climate Emergency	To review lessons learnt from LTCP4 and the implementation of LTCP5. To review and feed into area transport strategies. To review the Street Design Guide.	Task and Finish Group makes recommendations relating to the implementation of LTCP5 and the development of area transport strategies	Cllr Charlie Hicks Cllr Kieron Mallon Cllr Judy Roberts

#### Briefings

Date	Topic	Relevant strategic priorities	Description	Presenters
	Street Design Guide	Invest in an inclusive, integrated and sustainable transport network	Inform the work of the sub-group considering the revision of the Street Design Guide	Bill Cotton, Corporate Director for Environment and Place



**CABINET**  
**19 MARCH 2024**

**BUSINESS MANAGEMENT AND MONITORING REPORT**  
**January 2024**  
**Report by the Executive Director of Resources & Section 151 Officer**

**RECOMMENDATION**

1. **The Cabinet is RECOMMENDED to**
  - a) note the report and annexes.
  - b) note the virements in Annex 2b
  - c) approve the supplementary estimate request of £0.2m as set out in paragraph 92 of Annex B.
  - d) approve the eleven debt write offs totalling £0.2m as set out in paragraph 122 of Annex B.

**Executive Summary**

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

Annex A: Performance as at January 2024

Annex B: Finance as at January 2024

Annex C: Homes for Ukraine

Annex D: Cost of living update

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

**Performance Overview**

6. The Outcomes Framework for 2023/2024 reports on the council's nine strategic priorities. A further priority relates to running the business and includes the customer contact centre and measures included in the council's Financial Strategy. The Outcomes Framework which sits underneath the strategic priorities is comprises monthly, quarterly, termly, six monthly and annual measures which may change as we progress through the year. At the appropriate period, relevant measures will be included in the report.

7. As at the end of January 2024 the indicators were rated as follows:

January 2024	Green		Amber		Red		Monitoring Only/Data Unavailable		Total
Monthly	24	56%	8	19%	4	9%	7	16%	43
Annual (January)	2	100%	0	0%	0	0%	0	0%	2
<b>Total</b>	<b>26</b>	<b>58%</b>	<b>8</b>	<b>18%</b>	<b>4</b>	<b>9%</b>	<b>7</b>	<b>15%</b>	<b>45</b>

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

8. A total of 45 measures reported in January 2024 (Table 1) 43 monthly measures and two annual measures (OCC01.05 (Progress of application for Local Electrical Vehicle Infrastructure) and OCC05.05 (Number of cycling trips)).

- 26 (58%) of the measures were reported as Green (meeting or exceeding target) in January.
- Eight (18%) were rated as Amber (misses target by narrow margin), of which were Amber or Red for 2+ months.
- Four (9%) were rated as Red (misses target by a significant margin).

9. This bi-monthly Cabinet report is the fifth of 2023/2024. The table (Table 2) below compares monthly measures for the 2023/2024 reporting year, please note the numbers of reported measures fluctuates throughout the year.

Reporting Month	Green		Amber		Red		Monitoring Only/ Data Unavailable		Total
April 2023	12	38%	5	16%	4	12%	11	34%	32*
May 2023	27	61%	6	14%	4	9%	7	16%	44
June 2023	17	52%	6	18%	4	12%	6	18%	33*
July 2023	27	57%	8	17%	7	15%	5	11%	47
August 2023	18	56%	4	13%	4	13%	6	19%	32
September 2023	26	60%	6	14%	5	3%	6	19%	43
October 2023	19	59%	5	16%	2	6%	5	16%	32
November 2023	30	63%	5	10%	8	17%	5	10%	48
December 2023	20	63%	5	16%	1	3%	6	19%	32
<b>January 2024</b>	<b>26</b>	<b>58%</b>	<b>8</b>	<b>18%</b>	<b>4</b>	<b>9%</b>	<b>7</b>	<b>15%</b>	<b>45</b>

Table 2: Comparison of monthly reporting measures for Financial Year 2023/2024. \*April, June, August, October and December 2023 do not include measures from priority OCC11 (finance).

10. Table 3 lists the performance measures reporting as Red at the end of January 2024. Full details can be found in Annex A.

Performance measures reporting Red for January 2024
OCC11.02 Achievement of planned savings

OCC11.04 Directorates deliver services and achieve planned performance within agreed budget
OCC11.06 Total Outturn variation for DSG funded services (high needs)
OCC11.11 Debt requiring impairment - ASC contribution debtors

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

11. This table indicates the direction of travel of measures compared to December (monthly) 2023.

Status changes – December 2023 to January 2024	
Red to Green	Not applicable
Amber to Green	OCC01.02 Total No. of streetlights fitted with LED Lanterns
Red to Amber	OCC11.03 General balances are forecast to remain at or above the risk assessed level
Green to Amber	OCC07.07 % of Education Health & Care Plans completed within 20 weeks OCC10.05 The percentage of customer telephone calls abandoned at the Customer Service Centre
Amber to Red	Not applicable
Green to Red	Not applicable

Table 4: Change in Performance across December 2023 to January 2024.

## Performance Exceptions

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

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

This priority has three measures being reported in January 2024: two are Green and one Amber.



Figure 1: Priority OCC01 Monthly performance for 2023/2024 financial year

Measure:	December Status:	January Status:	Director:
OCC01.07 Total % of household waste which is reused, recycled, or composted	Amber	Amber	Bill Cotton

Table 5: Priority OCC01 Measure Exceptions - January 2024

**OCC01.07:** Waste performance is reported a month in arrears and the figure reported is the forecast end of year performance for 2023/24. The forecasts are variable and may go up or down.

On 31 January 2024 Defra published statistics for Waste Disposal Authorities for

2022/23, confirming Oxfordshire remains first nationally for the overall percentage of waste reused, recycled or composted for the tenth year in a row with a recycling rate of 57.2%.

This is a great achievement and testament to the great partnership working between Oxfordshire County Council and the City and District Councils through the Oxfordshire Resources and Waste Partnership, and of course our residents.

However, most local authorities including Oxfordshire saw recycling rates decrease from 2021/22, and Oxfordshire's forecast recycling rate for 2023/24 remains below target. This is because for some time recycling rates have plateaued despite continued behavioural change campaigns and encouraging residents to use the exiting recycling collections better. This could be due to a number of factors in combination, for example lighter weight packaging materials, new housing growth, and changing behaviours due to the current economic conditions.

To meet Oxfordshire Joint Municipal Waste Management Strategy targets a step change is needed which can only be made by the district councils and the county council acting together. However, nationally local authorities have been unable to commit investment in significant changes in waste services because anticipated Government waste policy changes have been repeatedly delayed by Defra.

Locally, campaign work to inform residents and encourage behaviour change is continuing. For example, an Oxfordshire Reuses event is to be held in Oxford in March promoting reuse, composting, and recycling.

#### 14. Priority OCC04: Support carers and the social care system

This priority has eight measures being reported in January 2024: four Green, two Amber and two monitoring only.



Figure 2: Priority OCC04 Monthly performance for 2023/2024 financial year

Measure:	December Status:	January Status:	Director:
OCC04.04 % of residents aged under 65 receiving ASC who manage their care by using a direct payment	Amber	Amber	Karen Fuller
OCC04.05 % of older residents who receive long-term care and are supported to live in their own home	Amber	Amber	Karen Fuller

Table 6: Priority OCC04 Measure Exceptions - January 2024

**OCC04.04:** Performance remains in line with the national position. 12 people would need to transfer to Direct Payments in the year to be on target.

There are three key actions to stabilise this measure:

1. Review of individual team performance at the monthly performance board.
2. The Adult Social Care forum asks if a direct payment has been considered for each new service recipient and this data is used to understand barriers to the uptake of direct payments.



3. Increased communications to social care teams to actively promote direct payments.

**OCC04.05:** The number of older people supported to live at home continues to increase, as does the number of hours of support provided overall. Performance is 2% points below the 60% target, but this is not a significant concern as some fluctuation is expected. The number of older people supported to live at home is 3.9% more than 12 months ago, compared to a 1.1% increase in people in care homes. The council is currently supporting 3,653 older people with long term support of whom 2,118 are being supported to remain living in their own home.

#### 15. **Priority OCC07: Create opportunities for children and young people to reach their full potential.**

This priority has seven measures being reported in November 2023: one Green, two Amber, zero Red, and four monitoring only/data unavailable.



Figure 3: Priority OCC07 Monthly performance for 2023/2024 financial year

Measure:	December Status:	January Status:	Director:
OCC07.04 Increase the % of children in foster care	Amber	Amber	Lisa Lyons

Table 7: Priority OCC07 Measure Exceptions - January 2024

**OCC07.04:** 486 children (62.4%) are currently supported in foster care out of a total of 795 cared for children (including unaccompanied asylum-seeking children). This has improved for the second successive month, increasing by 1.4% since November 2023. The vast majority of occasions where the council seeks a foster care placement results in the child being placed in foster care.

A targeted campaign is in place to increase internal foster care looking at specific locality areas where we need to recruit foster carers.

The new South Central Independent Fostering Agency Framework is now in place to provide additional external foster placements. 62.4% of Oxfordshire children are looked after in foster placements whereas nationally the figure is 68%.

When a child needs a placement, we will always where possible prioritise foster family-based care over alternatives and within this are looking at how we support our foster families to care for more complex children and young people.

#### 16. **Priority OCC11: Running the business - Finance.**

This priority has 15 measures being reported in January 2024: nine Green, two Amber and four Red.



Figure 4: Priority OCC11 Monthly performance for 2023/2024 financial year

Measure:	December Status:	January Status:	Director:
OCC11.02 Achievement of planned savings	Red	Red	Lorna Baxter
OCC11.03 General balances are forecast to remain at or above the risk assessed level	Red	Amber	Lorna Baxter
OCC11.04 Directorates deliver services and achieve planned performance within agreed budget	Red	Red	Lorna Baxter
OCC11.06 Total Outturn variation for DSG funded services (high needs)	Red	Red	Lorna Baxter
OCC11.10 Debt requiring impairment - Corporate Debtors	Amber	Amber	Lorna Baxter
OCC11.11 Debt requiring impairment - ASC contribution debtors	Red	Red	Lorna Baxter

Table 8: Priority OCC11 Measure Exceptions - January 2024

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

### Performance Highlights

17. This section of the report concentrates on several highlights achieved this period in delivering our strategic priorities.

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

Link: [Proposal to move county council offices to new carbon-neutral offices set to progress](#)

Proposals to move Oxfordshire County Council's headquarters from the new part of County Hall on New Road to a refurbished net-zero, green Speedwell House campus on Speedwell Street in Oxford are progressing. It is envisaged that the Speedwell Street offices would be an exemplar for carbon-neutral offices and providing exciting opportunities to deliver regeneration in Oxford.

### Tackle inequalities in Oxfordshire

Link: [Council closes gender pay gap and betters national averages](#)

Oxfordshire County Council has further reduced the gap between what men and women are paid and remains better than the national average across public sector organisations.

A report to a meeting of full council in December reported that there had been a decrease in the mean gender pay gap from 2.3% in 2022 to 1.2% in 2023.

Since 2017, an employer that has a headcount of 250 or more employees on a 'snapshot date' has been required to comply with regulations on gender pay gap reporting. Gender pay gap calculations are based on employer payroll data drawn from a specific date each year. This specific date is called the 'snapshot date'. The 'snapshot date' for Oxfordshire County Council (as with most other public authority employers) is 31 March every year.

### **Prioritise the health and wellbeing of residents.**

*Link:* [New strategy aims to improve health outcomes for all](#)

More than a thousand people in Oxfordshire have helped the county council prepare a new strategy to improve health outcomes for local people over the next five years. The new health and wellbeing strategy for Oxfordshire 2024–2030 has been developed by [Oxfordshire's Health and Wellbeing Board](#) – the partnership between local NHS services, the county council, the city and district councils and [Healthwatch Oxfordshire](#).

The strategy can be read in full by visiting [Oxfordshire County Council's website](#). This strategy has been informed by the themes in the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System Strategy published in March 2023. Over 1,000 residents from many seldom heard communities were also engaged with to learn what challenges they face and what helps them stay well and healthy. Residents can find out more by reading [Healthwatch Oxfordshire's engagement report](#).

### **Support carers and the social care system**

*Link:* [Supporting vulnerable people to find their voice](#)

Plans to improve the way vulnerable children and adults are supported to be heard during decisions around their own health and care took a step forward following a council meeting on Tuesday 19 December 2023.

Oxfordshire County Council's advocacy services help people understand their rights, communicate their needs and preferences and ensure that their voices are heard in decisions about their care and support.

The council's cabinet agreed to recommendations that lay the foundations to bring the council's advocacy services together for both children and adults. This will give providers the opportunity to put forward bids that enhance both services at the same time.

Funding is provided by the county council and Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB), with BOB ICB responsible for the adult's health-related elements of the contract.

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

*Link:* [Road maintenance carried out in Oxfordshire using latest low carbon recycling technique](#)

A programme of resurfacing has been completed in Oxfordshire using an innovative technique which recycles the top layer of old road surfaces that are removed before new surfaces are put in place.

Oxfordshire County Council carried out the work using 'cold recycling' with its contractor Milestone Infrastructure and its supply chain partners Aggregate Industries, Drayton Construction, Hazell & Jeffries and OCL Regeneration in September and October 2023.

During this programme, over 4,000 tonnes of cold recycled material was laid, saving an estimated 75 tonnes of carbon – equivalent to 92 flights from London to New York. It also avoids the environmental impact of disposing of thousands of tonnes of waste planings and the need to extract virgin aggregates.

### **Preserve and improve access to nature and green spaces.**

*Link:* [Cycling and walking improvements set to come to Didcot](#)

Didcot residents and visitors are set to benefit from potential improvements that will encourage cycling and walking in and around the town and neighbouring villages.

Oxfordshire County Council has approved the Didcot Local Cycling and Walking Infrastructure Plan (LCWIP), which will set out how to improve the town's active travel network, reduce the reliance on private motor vehicles and cut congestion.

The LCWIP will provide a ten year plan for the delivery of cycling and walking interventions to maximise the uptake of active travel to help meet the travel needs of the growing populations of Didcot and surrounding areas. It will be reviewed and updated regularly.

The Didcot plan is the seventh LCWIP to be approved in Oxfordshire, following on from Oxford, Bicester, Abingdon, Witney, Banbury, and Kidlington.

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

*Link:* [Funding for new Didcot school for children with special educational needs and disabilities \(SEND\)](#)

Funding for a new school for children with special educational needs and disabilities (SEND) was approved by Oxfordshire County Council's cabinet on Tuesday 23 January 2024.

A total of £14.4 million will be invested in the planned school, which will be located in Didcot.

Initial design work has started and the education specification will be published for public consultation in February. It is intended that the school will have capacity to teach 120 children with special educational needs related to autism and/or social, emotional and mental health.

Subject to planning permission, construction work is scheduled to begin in 2025 with a projected opening date of 2026/27.

The proposal for the school in Didcot will be the first of two new special schools planned for the area, which will take the total number of Oxfordshire special schools to seventeen.

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

*Link:* [Launch of all-electric bus fleet to service Oxford passengers](#)

A partnership between Oxfordshire County Council and bus operators has launched what will be one of the biggest UK fleets of electric buses outside London.

The £82.5 million project will deliver 159 new battery buses on to the roads of Oxford – the first of which have already gone into service. It has also funded two associated electric charging hubs at the city's bus depots.

The bus fleet has been funded through a collaboration between the county council and Oxford Bus Company, owned by The Go-Ahead Group, and Stagecoach. The council was awarded £32.8m from the government's Zero Emission Bus Regional Areas (ZEBRA) scheme and contributed £6m directly, while bus operators invested £45m.

The groundbreaking infrastructure project is a huge boost to Oxford's vision to creating a more sustainable, decarbonised public transport system and improving air quality.

## Strategic Risk Management Overview

18. A strategic risk is a risk to the council's strategic priorities or long-term outcomes; or a risk with a significance that has an impact at the corporate level.
19. The table below provides an overview of the current strategic risk position. Strategic risks are reviewed monthly as part of the Business management and monitoring process. Risks can be added and escalated at any time during the year.
20. Update following the 2024/2025 budget being agreed by Council. The 2024/2025 budget has been agreed by Council on 20 February 2024. This has seen an improvement in the residual risk score and residual risk rating of the strategic risk 08 'The Inability to seek agreement in relation to the policy and budget framework from a minority administration' from 20, Red status in January 2024 to 12, Amber status in February 2024.

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

Table 9: Strategic Risk Overview for January 2024. Please note that a strategic risk regarding resilience in the face of climate change will be forthcoming early in 2024.

## **Homes for Ukraine**

21. Annex C sets out an update on grant funding allocations for the Homes for Ukraine scheme and the use of that funding.

Since the Homes for Ukraine scheme launched in March 2022, the UK government has provided £1.1 billion to councils through a £10,500 tariff for each arrival in their area. The tariff reduced on 1 January 2023 to £5,900 for each new arrival in addition to the 'thank you' payment to sponsors. The original tariff allocation was intended to cover two years, this is now being stretched to cover three years, plus another 18 months following the recent announcement to extend visas for this longer period of time.

The overall grant funding to date (based on the number of arrivals) for the Homes for Ukraine programme in Oxfordshire is now £23m. The funding allocated across the county, city and district councils had increased to £20m by December 2023. The Oxfordshire Migration Partnership (known as 'Silver') has allocated this additional funding across a range of shared programmes and this is managed by the County Council's Programme Management Team (PMT) who provide a quarterly update to the Oxfordshire Migration Partnership.

A partnership delivery plan was approved by the district and county council Chief Executives in May 2023 and sets out the agreed priorities for the partnership. The plan is preventative in its approach, and our ambition remains to maintain an Oxfordshire refugee and asylum migration system that ensures a warm welcome for all new arrivals and embraces and supports independent living for those staying in the county. An outcomes framework is being finalised to measure progress against our key deliverables in the delivery plan. The partnership is committed to maximising the use of all available funding across the system to deliver the priorities.

## **Cost of Living**

22. Annex D sets out an update on the Cost of Living Programme that was set out in a report to Cabinet in March 2023. The following actions are proposed to maximise the cost of living and financial inequality resource in 2024/25:

- £0.5m unspent funding from the 2023/24 cost of living programme will be used to fund equivalent holiday support for free school meals in the Easter 2024 school holiday.
- £0.054m not required to be drawn down from the Budget Priorities reserve in 2023/24 will be held in the reserve and used to increase the 2025/26 emergency welfare fund to £0.354m.
- A report to Cabinet in early 2024/25 will set out proposals for the use of the Household Support Fund as well as other opportunities for tackling financial deprivation and inequality, including an update on the use of additional funding included in the 2024/25 budget.

## **Financial Position**

23. As shown below directorates are forecasting an overspend of £12.3m (2.1%).

After taking account of an increase in interest receivable on balances held by the council and the use of funding held in contingency and the COVID-19 reserve, the overall forecast is balanced to the net operating budget.

	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Jan-24 %	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Adult Services	229.3	229.3	0.0	0.0%	0.0	0.0
Children's Services	172.0	185.0	13.0	7.5%	12.8	0.1
Environment & Place	75.3	72.4	-2.9	-3.9%	-0.8	-2.1
Public Health	4.1	4.1	0.0	0.0%	0.0	0.0
Community Safety	27.7	28.1	0.4	1.4%	0.5	-0.1
Resources	73.5	75.4	1.9	2.6%	2.0	-0.1
<b>Directorate Total</b>	<b>581.7</b>	<b>594.1</b>	<b>12.3</b>	<b>2.1%</b>	<b>14.4</b>	<b>-2.1</b>
<b>Budgets Held Centrally</b>						
Capital Financing	28.4	28.4	0.0	0.0%	0.0	0.0
Interest on Balances	-16.6	-18.9	-2.2	13.5%	-1.8	-0.4
Contingency <sup>1</sup> and Inflation	9.2	0.5	-8.7	-94.5%	-7.0	-1.7
Un-ringfenced Specific Grants	-44.0	-44.0	0.0	0.0%	0.0	0.0
Insurance	1.4	1.4	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-7.4	-8.8	-1.4	19.0%	-1.4	0.0
Contribution from Budget Priority Reserve	-2.4	-2.4	0.0	0.0%	0.0	0.0
Contributions to reserves	20.7	20.7	0.0	0.0%	0.0	0.0
Contribution to balances	7.6	7.6	0.0	0.0%	0.0	0.0
<b>Total Budgets Held Centrally</b>	<b>-3.1</b>	<b>-15.4</b>	<b>-12.3</b>	<b>400.7%</b>	<b>-10.2</b>	<b>-2.1</b>
<b>Net Operating Budget</b>	<b>578.8</b>	<b>578.8</b>	<b>0.0</b>	<b>0.0%</b>	<b>4.2</b>	<b>-4.2</b>
Business Rates & Council Tax funding	-578.8	-578.8	0.0	0.0%	0.0	0.0
<b>Forecast Year End Position</b>	<b>-0.0</b>	<b>0.0</b>	<b>0.0</b>		<b>4.2</b>	<b>-4.2</b>

24. As noted in previous reports, financial risks which include inflation and demand pressures for children's social care, as well as workforce shortages, make it much more challenging for the council to forecast activity and expenditure.

25. The overall forecast has reduced by £4.2m since November 2023. This reflects the reduction in the forecast directorate overspend and the use of contingency and additional interest on balances to manage the directorates pressures.

26. The forecast for Adult Services remains balanced to the budget. Risks within the council elements of the pooled budgets are being managed by the service.

<sup>1</sup> Includes £4.2m one – off funding as set out in the Financial Monitoring Report to Cabinet in May 2023.



27. The forecast overspend for Children's Services has increased by £0.1m since November 2023. Whilst the Home to School transport has remained unchanged from the £3.6m overspend reported to Cabinet in January 2024, additional unbudgeted expenditure of £0.9m is required to fund temporary senior management posts within Education. In addition, there is £0.5m pressure relating to the reallocation of staffing savings. As reported throughout the year on-going underlying pressures are driven by a combination of increased care placements costs, and reliance on agency staff to cover vacancies. Action continues to be taken through a range of organisational, governance and business process controls as well as market management activity to address the underlying pressures but it is taking time for these to have an impact.
28. There is a forecast overspend of £0.4m for Community Safety as a result of reallocated budgeted staffing savings and an increase in training costs. A one-off payment of £0.2m made for a disabling injury/illness is recommended to be funded by a supplementary estimate.
29. The forecast underspend for Environment & Place has increased by £2.1m compared to the November 2023 forecast. There is a reduction in energy costs from lower energy activity, a reduction in waste management costs and additional income from enforcement activity.
30. The forecast overspend for Resources has reduced by £0.1m, mainly due to a number of vacancies in Communications, Strategy and Insight.
31. 73% of the budgeted savings of £10.2m which were not achieved as planned in 2022/23 are currently assessed as delivered or are expected to be delivered in 2023/24. 27% are assessed as amber or red.
32. 81% of the 2023/24 savings are assessed as delivered or are expected to be delivered and 19% are still assessed as amber or red. Action is continuing to be taken to ensure that the delivery of both existing planned savings and new budget reductions is maximised in 2023/24. The anticipated achievement of savings is incorporated into the forecast directorate position. Where relevant savings that are not expected to be achieved have been considered through the Budget & Business Planning Process for 2024/25.
33. The forecast 2023/24 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £22.9m. This is £4.6m higher than the £18.3m forecast deficit approved by Cabinet in May 2023. The CIPFA code of practice currently requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £41.1m as at 31 March 2023 to £64.0m at 31 March 2024.
34. £0.5m continues to be held in corporate contingency to meet the cost of pay inflation for vacant posts as they are recruited to. The balance of £8.7m, which includes £4.2m one – off funding, has been used to support directorate pressures. After taking account of the use of contingency and funding from the COVID-19 reserve to support the overall forecast position, as well as supplementary

estimates agreed earlier in the year balances would be £29.8m at year end, £0.4m lower than the risk assessed level of £30.2m.

### **Financial Implications**

35. This report includes an update on the forecast financial position and risks for the council along with action being taken to manage the budget within the position agreed by Council in February 2023. Strong and sustained financial management, collective action and oversight continues to be required to ensure that services are managed within budgets for the rest of 2023/24 and on-going in 2024/25.

Comments checked by: Lorna Baxter, Executive Director of Resource and Section 151 Officer.

### **Legal Implications**

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

Comments checked by: Anita Bradley, Director of Law and Governance

**LORNA BAXTER**

Executive Director of Resources & Section 151 Officer

### **Contact Officers:**

Louise Tustian, Head of Insight and Corporate Programmes  
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# Annex A - Performance - January 2024

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## Key

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

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

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

Status of Indicators	31/01/2024
OCC01 - Put action to address the climate emergency at the heart of our work	●

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC01.02 Total No. of streetlights fitted with LED Lanterns	<ul style="list-style-type: none"> <li>Bill Cotton</li> <li>Paul Fermer</li> </ul>	Cllr A Gant	129	125	★	We have hit our target for the month. Overall programme still on track for year end target due to overachieves in targets in previous months.			2,866	3,950	▲
OCC01.05 Progress of application for Local Electric Vehicle infrastructure funding	Tim Spiers	Cllr L Leffman	Delivering to plan	Delivering to plan	★	We are awaiting comments from OZEV regarding the LEVI application submitted on 30/11/23. We have been informed that we should receive these by the middle of February.			Delivering to plan	Delivering to plan	★
OCC01.07 Total % of household waste which is reused, recycled or composted	<ul style="list-style-type: none"> <li>Bill Cotton</li> <li>Rachel Wileman</li> </ul>	Cllr P Sudbury	57.34%	61.50%	●	<p>Waste performance is reported a month in arrears and the figure reported is the forecast end of year performance for 2023/24. The forecasts are variable and may go up or down.</p> <p>On 31 January 2024 Defra published statistics for Waste Disposal Authorities for 2022/23, confirming Oxfordshire remains first for the overall percentage of waste reused, recycled or composted for the tenth year in a row with a recycling rate of 57.2%. This compares to Devon and Surrey in joint second place at 54%, and West Sussex at 53.7%. This is a great achievement and testament to the great partnership working between Oxfordshire County Council and the City and District Councils through the Oxfordshire Resources and Waste Partnership, and of course our residents. However, most local authorities including Oxfordshire saw recycling rates decrease from 2021/22, and Oxfordshire's forecast recycling rate for 2023/24 remains below target. This is because for some time recycling rates have plateaued despite continued behavioural change campaigns</p>	The financial cost of waste disposal can be reduced by increasing reuse, recycling and composting. The main way of mitigating increased costs is through encouraging behavioural change to make more effective use of kerbside and HWRC recycling facilities until a step change can be achieved through partnership working and national waste policy changes. Payments to local authorities for	Target of recycling and composting at least 65% of household waste by 2025 in the Oxfordshire Joint Municipal Waste Management Strategy is unlikely to be achieved. The continued lack of clarity in some areas from Government about some elements of Simpler Recycling, the Government's response to the consultation on consistent collections published in	57.18%	61.50%	●

Page 55						<p>and encouraging residents to use the exiting recycling collections better. The trend this year reflects increased residual waste and reduced recycling being collected at kerbside from residents and through the HWRCs. It is difficult to establish the reasons for this as it could be due to a number of factors in combination, for example lighter weight packaging materials, new housing growth, and changing behaviours due to the current economic conditions.</p> <p>To meet Oxfordshire Joint Municipal Waste Management Strategy targets a step change is needed which can only be made by the district councils and OCC acting together, but local authorities nationally have been unable to commit investment in significant changes in waste services because anticipated Government waste policy changes have been repeatedly delayed by Defra.</p> <p>In January 2023 Defra published its consultation response on introducing a Deposit Return Scheme (DRS) for drinks containers from October 2025. In July Defra then announced the delay of Extended Producer Responsibility (EPR) for packaging until October 2025 to avoid the risk of causing inflationary pressures.</p> <p>Defra also confirmed the deferral of implementation of consistent collections changes until after the introduction of EPR, and published its consultation response on this, now named Simpler Recycling, in October 2023. While the response provides clarity in some areas, others are open to further consultation.</p> <p>Locally, campaign work to inform residents and encourage behaviour change is continuing. For example, an Oxfordshire Reuses event is to be held in Oxford in March promoting reuse, composting, and recycling.</p>	managing packaging waste under the EPR scheme will now not be received until after October 2025.	October 2023, continues to make investment decisions by local authorities in significant service changes very difficult. This is a national issue.			

## Tackle inequalities in Oxfordshire

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

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

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

Status of Indicators	31/01/2024
OCC02 - Tackle inequalities in Oxfordshire	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC02.01 Digital Inclusion through libraries (number of hours of use of library public computers)	Mark Haynes	Cllr N Fawcett	7,845	5,500	★	This figure continues to remain above target and demonstrates a clear ongoing demand for access to free public computers and internet.			71,990	58,000	★
OCC02.03 Number of physical visits to Libraries	Mark Haynes	Cllr N Fawcett	164,013	90,000	★	The number of physical visits to libraries remains well above target, and bounced back after the traditional dip in December. This continuing success is a result of the high number of activities (including school visits) that library staff have organised. This may also be a reflection of the growing demand on library services as the cost of living crisis deepens and customers seek free reading materials, free computers/internet access, and warm spaces (plus the full range of other library services).			1,575,242	1,150,000	★

## Prioritise the health and wellbeing of residents

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

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

Status of Indicators	31/01/2024
OCC03 - Prioritise the health and wellbeing of residents	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC03.09 No of people contacted via Making Every Conversation Count	Mark Haynes	Cllr N Fawcett	798	400	★	This figure remains significantly above target, and recovered to normal levels after December, which is traditionally the quietest month in terms of library business. This highly successful partnership with Public Health has seen training for library staff in order to facilitate informal and accessible discussions with customers about health issues, including recommendations, signposting, and referrals as part of libraries' Health and Wellbeing offer (Books on Prescription, healthy living, Reading Well for mental health etc). Anecdotally, this programme has also had an extremely high impact on a small number of individuals, with one customer reporting that he had sought a GP appointment as a direct result of his conversation with library staff, following which was diagnosed with (and successfully treated for) early stage cancer.			7,261	4,350	★

## Support carers and the social care system

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

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

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







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

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

Status of Indicators	31/01/2024
OCC04 - Support carers and the social care system	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC04.01 No of people supported with on-going care	Karen Fuller	Cllr T Bearder	6,571		n/a				6,571		n/a
OCC04.02 % of residents 18-64 with Learning Disability support who live on their own or with family	Karen Fuller	Cllr T Bearder	88.29%	86.00%	★				88.29%	86.00%	★
OCC04.03 % of residents aged 65 plus receiving ASC who manage their care by using a direct payment	Karen Fuller	Cllr T Bearder	18.03%	15.50%	★				18.03%	15.50%	★
OCC04.04 % of residents aged under 65 receiving ASC who manage their care by using a direct payment	Karen Fuller	Cllr T Bearder	37.85%	38.40%	●	<p>Performance remains in line with the national position. 12 people would need to transfer to a direct payments in the year to be on target.</p> <p>There are 3 key actions to stabilise this measure</p> <ol style="list-style-type: none"> <li>1. Review of individual team performance at the monthly performance board</li> <li>2. The Adult Social Care forum asks if a Direct Payment has been considered for each new service recipient and we use this data to understand barriers to uptake of direct payments</li> <li>3. Increased communications to teams to actively promote direct payments</li> </ol>	There is no financial risk associated with this measure.	Increasing use of direct payments is seen as improving performance by the Care Quality Commission. Falling numbers could reflect a reputational risk	37.85%	38.40%	●



Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC04.05 % of older residents who receive long term care and are supported to live in their own home	Karen Fuller	Cllr T Bearder	57.97%	60.00%		The number of older people supported to live at home continues to increase, as does the number of hours of support provided overall. Performance is 2% points below the 60% target but this is not a significant concern as some fluctuation is expected. The number of older people supported to live at home is 3.9% more than 12 months ago, compared to a 1.1% increase in people in care homes. We are currently supporting 3653 older people with long term support of whom 2118 are supported at home.	The financial risk associated with this would be placing people in more expensive care home placements. There is no evidence of this, but current levels of activity across the service are creating financial pressures.	This increase in the number of people supported at home is monitored closely in conjunction with the number of people entering care and contributes to our overall management of the risk related to demand.	57.97%	60.00%	
OCC04.06 No of residents who have received a formal assessment of their role as a Carer	Karen Fuller	Cllr T Bearder	592	197					6,039	1,970	
OCC04.07 No of Carers who have received a direct payment	Karen Fuller	Cllr T Bearder	1,504		n/a				1,504		n/a
OCC04.08 No of visits to Live Well Oxfordshire	Karen Fuller	Cllr T Bearder	14,083	6,000					127,038	60,000	

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

We will create a transport network that makes active travel the first choice for short journeys and invest in public transport to significantly reduce our reliance on car journeys.

In areas of planned housing growth, we will prioritise active and public transport over road capacity for cars.

Status of Indicators	31/01/2024
OCC05 - Invest in an inclusive, integrated and sustainable transport network	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC05.03 91 KM (2%) of the highway to be treated	<ul style="list-style-type: none"> <li>Bill Cotton</li> <li>Paul Fermer</li> </ul>	Cllr A Gant	0.00	0.00	★	The annual target for 2023/24 total surfacing programme has been firmed up as 2% of the network (excluding patching). As at 31st January, 86.7km has been treated as programmed. This is on track against the target of 2%. No surfacing works were programmed in January.			86.75	88.30	★
OCC05.05 Number of cycling trips	<ul style="list-style-type: none"> <li>Bill Cotton</li> <li>Owen Jenkins</li> </ul>	Cllr A Gant	534,729.0	532,957.00	★	We have exceeded our target for November 2021 to November 2022 and are on track to meet our cycle trip target of 1 million per week by 2030. This is being achieved by a number of cycling initiatives.			534,729.00	532,957.00	★

## Preserve and improve access to nature and green spaces

We will work with partners to provide safe and clean green spaces across the county that support the physical and mental wellbeing of our residents.  
We will take action to protect and increase biodiversity, supporting nature recovery, in both rural and urban environments.

Status of Indicators	31/01/2024
OCC06 - Preserve and improve access to nature and green spaces	?

Measure	Director	Portfolio Holder	Period Actual	Period Target	Statu	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC06.02 Percentage of newly planted trees still alive on land OCC own & manage	<div><div>■ Bill Cotton</div><div>■ Rachel Wileman</div></div>	Cllr P Sudbury	93.60%		n/a	No change. This figure will not shift before April 2024 as the trees will not be surveyed due to winter dormancy.	No change	No change	93.60%		n/a



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

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

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

Status of Indicators	31/01/2024
OCC07 - Create opportunities for children and young people to reach their full potential	●

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC07.03 Number of multi-agency strength & needs assessment completed in Oxfordshire	<ul style="list-style-type: none"> <li>Lisa Lyons</li> <li>Stephen Chandler</li> </ul>	Cllr J Howson		890	?					5,464	?
OCC07.01 Total number of children with a Education, Health and Care Plan	<ul style="list-style-type: none"> <li>Lisa Lyons</li> <li>Stephen Chandler</li> </ul>	Cllr K Gregory	6,418		n/a				6,418		n/a
OCC07.02 No of children we care for who are Unaccompanied Asylum Seeking Children	<ul style="list-style-type: none"> <li>Lisa Lyons</li> <li>Stephen Chandler</li> </ul>	Cllr J Howson	89		n/a				990		n/a

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC07.04 Increase the % of children in Foster Care	<ul style="list-style-type: none"> <li>■ Lisa Lyons</li> <li>■ Stephen Chandler</li> </ul>	Cllr J Howson	62.38%	66.00%		486 children are currently supported in foster care out of a total of 795 cared for children (including unaccompanied asylum seeking children) – 62.4%. This has improved for the second successive month. The vast majority of occasions where we seek a foster care placement result in the child being placed in foster care. A targeted campaign is in place to increase internal foster care looking at specific locality areas where we need to recruit foster carers. You will see adverts for foster carers on the sides of buses. The new South Central Independent Fostering Agency Framework is now in place to provide additional external foster placements. 62.4% of Oxfordshire children are looked after in foster placements whereas nationally the figure is 68%. When a child needs a placement we will always look where possible that we prioritise family based care over alternatives and within this are looking at how we support our foster families to care for more complex children and young people		The average cost of an external residential placement is around £6196 a week; the average cost of external foster care is around £1027 per week. If people are placed in residential care because of a lack of foster care (as opposed to it being the placement that is in the best interests of the child/young person) then there is a pressure on the budget.	62.38%	66.00%	

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC07.05 The percentage of children in residential care	<ul style="list-style-type: none"> <li>■ Lisa Lyons</li> <li>■ Stephen Chandler</li> </ul>	Cllr J Howson	16.9%		n/a	<p>The total number of cared for children has reduced from 881 (including unaccompanied children and young people) at the start of the year to 779 at the end of January a reduction of 12%. The number of children supported in residential care has reduced from 143 at the start of the year to 132 at the end of January, a fall of 8%. The reduction in the overall numbers of cared for children masks the improvement in terms of reducing the number of children in residential care.</p> <p>We are increasing the number of in-house children's homes from 4 homes to 9 by March 2025 with the support of the DFE capital grant and council capital resource. In addition, we currently have a block contract arrangement for 16 residential beds in Oxfordshire or within 10 miles of the border. We also have access to up to 15 beds as part of the Cross Regional Contract which offers a therapeutic model of care for children with more complex needs and includes education provision at an inclusive price. We are continually improving communications with block contract providers to ensure that we maximise the potential use of placements for Oxfordshire children. Currently around 70% of the residential placements we use are spot purchased which suggests that current frameworks and block contracts are not able to provide the number of placements required. The South Central residential framework is due to be recommissioned by October 2024 and the issues identified with the current framework such as the uplift controls will be addressed which should increase the number of providers who join which would further reduce the level of spot purchasing.</p> <p>Part of our financial plan is to ensure that we maximise the use of internal and block contract beds - by managing and reducing vacancies in Oxfordshire homes for Oxfordshire children.</p>		The average cost of an external residential placement is around £6196 a week; the average cost of external foster care is around £1027 per week. If people are placed in residential care because of a lack of foster care (as opposed to it being the placement that is in the best interests of the child/young person) then there is a pressure on the budget. We would always avoid considering residential for any child that should or could be cared for in family based care.	15.7%		n/a
OCC07.06 Number of Oxfordshire children we care for	<ul style="list-style-type: none"> <li>■ Lisa Lyons</li> <li>■ Stephen Chandler</li> </ul>	Cllr J Howson	690	770	★				690	770	★
OCC07.07 % of Education Health & Care Plans completed within 20 weeks	<ul style="list-style-type: none"> <li>■ Lisa Lyons</li> <li>■ Stephen Chandler</li> </ul>	Cllr J Howson	48.2%	50.7%	●				61.4%	50.7%	★

# Play our part in a vibrant and participatory local democracy

- We are committed to taking decisions in an open and inclusive way.
- We will engage and listen to Oxfordshire residents.
- We will be open to scrutiny and regularly provide progress updates.
- We will put the impact on the climate and future generations at the heart of decision making.
- We will manage our own resources carefully.

Status of Indicators	31/01/2024
OCC08 - Play our part in a vibrant and participatory local democracy	?!

This report does not contain any data

This priority has no measures to report in this reporting period

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

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

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

Status of Indicators	31/01/2024
OCC09 - Work with local businesses and partners for environmental, economic and social benefit	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC09.02 Participation in innovation funding bids or new projects in support of Living Oxfordshire  Page 66	Tim Spiers	Cllr N Fawcett	5.00	2.50	★	<b>Successful bids in January 2024</b> <b>Net Zero Mobility</b> <b>What:</b> Looking at using existing data to detect and alert disruption to low-carbon transport modes (e.g. buses). <b>Why:</b> Accelerating Transport decarbonization, Unlocking value from existing data and feeding into the objectives of PAZCO. <b>Funding:</b> £59,880 for OCC <b>Submitted bids in Jan 2024</b> <b>Innovate UK - GapFinder for Livable Places</b> <b>What:</b> The project focuses on building a new capability, an innovative self-service spatial decision support system, GapFinder Calibrator, to allow Local Authorities to develop and monitor plans for transport decarbonisation, exchange knowledge and calibrations, collaborate and allow replication of policies and best practices UK-wide. <b>Why:</b> To accelerate transport decarbonisation with intuitive geospatial solutions that can reduce up to 80% of the time spent by specialists on data analysis and modeling and reduce the £49.9 billion costs that the current transport system is placing on society (according to the Department of Transport). Reducing time spent of transport consultants. <b>Funding:</b> £125k for OCC <b>Smart Grants</b>			32.00	25.00	★







						<p><b>What:</b> Innovate UK funding to use UTMC/AI use to help define strategies to better manage the transport network.</p> <p><b>Why:</b> Improve efficiency of the UTMC, but helping automate some decision-making and reducing spend on incident management. Enable efficiencies in UTMC using new innovation and technologies.</p> <p><b>Funding:</b> £104K for OCC</p> <p><b>Narrow Street</b></p> <p><b>What:</b> Innovate UK funding to demonstrate the use of flywheel energy storage for EV charging</p> <p><b>Why:</b> Provides a possible solution to constrained electricity supplies - so aiding faster roll out of EV chargers in challenging locations.</p> <p><b>Funding:</b> £37,800</p> <p><b>PINS - Private Infrastructure Network Solution</b></p> <p><b>What:</b> Innovate UK to enable the sharing of charging in private fleet depots to form a shared private charging network.</p> <p><b>Why:</b> Support for fleet operators enabling them to move to EVs – supporting the PAZCO ad OCC fleet requirements.</p> <p><b>Funding:</b> £22,200</p>					

Running the Business - Customer Experience

Status of Indicators	31/01/2024
OCC10 - Customer Service	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC10.03 Overall customer satisfaction rate for the Customer Service Centre – telephony	Mark Haynes	Cllr N Fawcett	99%	80%	★	Latest satisfaction survey – In January 2024 22% of calls answered were surveyed (2,680 calls surveyed, which is 2,090 more than December 2023). 99.6% customers surveyed were satisfied or very satisfied, whilst 0.4% were unsatisfied. We continue to interrogate the data to understand the dissatisfied comments so that we can feed this back into the continuous improvement cycle.			99%	80%	★
OCC10.04 First contact resolution for customer enquiries received by the Customer Service Centre	Mark Haynes	Cllr N Fawcett	77%	75%	★	9,277 inbound phone contacts were resolved at first point of contact, with 3.4% of inbound phone contacts deemed avoidable.			77%	75%	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC10.05 The percentage of customer telephone calls abandoned at the Customer Service Centre	Mark Haynes	Cllr N Fawcett	11%	10%		<p>In January 2024, the Customer Service Centre was offered 13,530 calls across all services. During the previous month, we were offered 9,018 calls which is an increase of 4,512 calls due mainly to the increased post-Christmas demand and poor weather. Compared to January 2023 there was an increase of 374 calls which is in line with our forecasts.</p> <p>The number of abandoned calls increased in January by 753 calls (from 647 calls in Dec to 1,400 in January).</p> <p>A total of 33,520 contacts were received during December, which is an increase of 36.0% compared to December (24,721). This consisted of 5,546 outbound calls, 8 webchats, 10 social media enquiries, and 15,876 emails. The latter is an increase of 34% from December 2023.</p> <p>Within the teams, the abandonment rate for Blue Badge has increased from 5% in December to 8% in January (464 more calls presented).</p> <p>Contacts for Concessionary Fares have increased by 67% compared to the previous month with an abandonment rate increase of 0.8% compared to December.</p> <p>Contacts for Children's Social Care has increased in January by 29% due to returning back after the Christmas break. The abandonment rate of 4.2% was slightly higher than December (3.1%).</p> <p>Contacts for School admissions increased by 656 compared to December, this is mainly due to the primary application process for September 2024 intake.</p> <p>Abandonment rate for Adult Social Care has increased in January (28.6%) compared to December (20%).</p>	<b>Increased abandoned calls leads to increased turnover, increased recruitment costs, training times etc. this puts pressure on budgets.</b>	<b>If a higher number of calls are abandoned whilst waiting to be answered in the CSC, this can lead to reputational damage to the organisation, decreased advisor motivation therefore leading to greater turnover of staff and then increased abandoned calls. We have worked to have a greater focus on call handling, by removing the administration to a different team which has seen a positive reduction in abandoned calls. This is however due to a reduced number of offered calls and contacts over the summer period but this is in line with our staffing levels.</b>	12%	10%	
OCC10.06 Overall customer satisfaction rates for standard Registration Service	Mark Haynes	Cllr N Fawcett	100%	95%		<p>The service was delighted to have achieved 100% customer satisfaction in January. Below are a selection of comments received:</p> <ul style="list-style-type: none"> <li>We wanted a small fuss-free ceremony with our witnesses, and the ceremony at Oxford was just right for us. The</li> </ul>			100%	95%	

						<p>registrar was very lovely and made it a pleasure!</p> <ul style="list-style-type: none"> <li>• Everything was well organised and we enjoyed our experience.</li> <li>• Incredibly kind and supportive when we had to move our ceremony date due to the passing of a very close family member. Such a lovely team of people from start to finish.</li> <li>• The staff were extremely friendly and very accommodating of our small child who was unsettled during our pre-wedding discussion. The registrar delivered a moving ceremony, commented on by several guests - she went far above and beyond the bare minimum of what is required, and they really enjoyed this (in contrast to others they had attended). Thank you!</li> <li>• This is my second child registration. I've had no issues with this service. It is quick, easy, and convenient. I am grateful for the service that I received.</li> <li>• We had the deputy registrar who was outstanding. Professional and thorough but also kind and compassionate which is exactly what was needed being a new parent out with my new baby. Thank you.</li> <li>• The process was very easy from start to finish, making things much easier to deal with given the very recent death of my mother. The facilities were good and the registrar and lady that greeted us were warm, friendly and understanding. It was also easy to park; given that I had travelled about an hour and a half, this was very helpful.</li> <li>• Every stage in the process was without fuss and it was easy to accomplish what we needed to do.</li> <li>• The Registrar who dealt with the registration of my mother's death was most professional, approachable and dealt with the matter in a friendly manner and made me feel at ease.</li> </ul>					
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Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC10.07 Overall customer satisfaction rate for Coroners Inquest Service	Mark Haynes	Cllr N Fawcett	100%	99%	★	<p>We continue to receive overwhelmingly positive feedback, as below:  Thank you very much to Stuart and Stephanie. You have made this journey so easy for me as you have looked after everything for me.  Thank you to all involved. The whole experience was completed with empathy for the family.  The Coroner's Office staff replied promptly to my queries and were courteous and sensitive. I would like to thank them for their support.  No improvements. The level of service you provide is very good.</p>			100%	99%	★

## Running the business - Finance

Status of Indicators	31/01/2024
OCC11 - Finance	▲

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC11.01 Overall forecast revenue variance across the Council	Lorna Baxter	Cllr D Levy	0.00%	0.00%	★				0.67%	0.00%	★
OCC11.02 Achievement of planned savings	Lorna Baxter	Cllr D Levy	81.00%	95.00%	▲				65.89%	95.00%	▲
OCC11.03 General balances are forecast to remain at or above the risk assessed level	Lorna Baxter	Cllr D Levy	£29,661,000	£30,200,000	●				£29,661,000	£30,200,000	●
OCC11.04 Directorates deliver services and achieve planned performance within agreed budget	Lorna Baxter	Cllr D Levy	2.1%	0.0%	▲				2.2%	0.0%	▲
OCC11.05 Total Outturn variation for DSG funded services (schools/early years)	Lorna Baxter	Cllr D Levy	0.00%	0.00%	★				0.00%	0.00%	★
OCC11.06 Total Outturn variation for DSG funded services (high needs)	Lorna Baxter	Cllr D Levy	5.50%	0.00%	▲				1.23%	0.00%	●
OCC11.07 Use of non-DSG revenue grant funding	Lorna Baxter	Cllr D Levy	95.00%	95.00%	★				95.00%	95.00%	★
OCC11.08 % of agreed invoices paid within 30 days	Lorna Baxter	Cllr D Levy	97.69%	95.00%	★				95.73%	95.00%	★
OCC11.09 Invoice collection rate - Corporate Debtors	Lorna Baxter	Cllr D Levy	97.43%	95.00%	★	This measure identifies the percentage of invoices issued that have been paid within 120 days. In this period, we measured invoices issued in October 2023. The collection rate was 97.43%, above the target of 95%.			97.12%	95.00%	★

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC11.10 Debt requiring impairment - Corporate Debtors	Lorna Baxter	Cllr D Levy	£566,882	£300,000	●	<p>Debt requiring impairment is the value of invoices with potential to become unrecoverable. The potential loss requires recording in the accounts at year end. If at year end there is an overall increase in the value of invoices at risk, we are required to top up the impairment balance.</p> <p>Consequently, this figure is tracked through the year.</p> <p>Debt requiring impairment this month is £0.567m. The top five cases account for 50% of the total bad debt and is being actively worked on. The top debtor is £0.158m and has gone into liquidation. A claim has been placed with the liquidators.</p>			£566,882	£300,000	●
OCC11.11 Debt requiring impairment - ASC contribution debtors	Lorna Baxter	Cllr D Levy	£4,894,000	£3,500,000	▲	<p>The 2022-23 year-end adults care contribution impairment for bad debt was £4.60m, bad debt at the end of December is £4.9m, £0.3m higher. However, although higher than last year's closing balances this is a £0.17m decrease since last month. As reported previously wider economic factors have had a significant effect on means tested social care contribution debt levels, as have delays with the court of protection and related activity, this tracks with other local authorities' experience. A bad debt task team has been operational since July 2022 with the objective to resolve £3.7m of historic debt. The service continues to track team performance closely in the lead up to the financial year end with a focus on resolving cases that contribute to bad debt. Additionally, a review of historic cases is underway to better inform the final year-end impairment risk assessment.</p> <p>In relation to the debt focus work the Adults' plan was to fund temporary income collection staff via a reduction in the bad debt impairment, to achieve this the ASC bad debt level needs to finish the year below the 2022-23 year end position. If the impairment is not reduced by year end there will be additional staffing pressures as well as a cost to top up the impairment, the return on investment will not be realised.</p>			£4,894,000	£3,500,000	▲

Measure	Director	Portfolio Holder	Period Actual	Period Target	Status	Comment	Finance Impact	Risk Impact	YTD Actual	YTD Target	YTD
OCC11.12 Average cash balance compared to forecast average cash balance	Lorna Baxter	Cllr D Levy	£489,826,	£480,000,0	★				£475,598,7	£480,000,0	★
OCC11.13 Average interest rate achieved on in-house investment portfolio	Lorna Baxter	Cllr D Levy	3.96%	3.00%	★				3.44%	3.00%	★
OCC11.14 Average annualised return achieved for externally managed funds	Lorna Baxter	Cllr D Levy	3.75%	3.75%	★				3.75%	3.75%	★
OCC11.15 Invoice Collection Rate - ASC contribution debtors	Lorna Baxter	Cllr D Levy	90.98%	92.00%	★	The 120-day invoice collection rate remains at 90.98% this period, below the 92% target but above the average for 22/23, which was 89%. A development to redesign reminder letters went live in October 2023 and is expected to drive an improvement in collection rates by the end of the year. The target is to reach 92% by the end of the financial year 23/24.			90.57%	92.00%	★



## Introduction

1. This annex sets out the fifth financial monitoring update for the 2023/24 financial year and is based on information to the end of January 2024. Key issues, as well as risks relating to inflation, demand and other factors, plus any areas of emerging pressure are explained below.

The following additional information is provided to support the information in this Annex:

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

## Overall Financial Position

2. As shown below directorates are forecasting an overspend of £12.3m (2.1%). After taking account of additional interest receivable on balances held by the council and the use of funding held in contingency and the COVID-19 reserve, the overall forecast is balanced to the net operating budget.

	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Jan-24 %	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Adult Services	229.3	229.3	0.0	0.0%	0.0	0.0
Children's Services	172.0	185.0	13.0	7.5%	12.8	0.1
Environment & Place	75.3	72.4	-2.9	-3.9%	-0.8	-2.1
Public Health	4.1	4.1	0.0	0.0%	0.0	0.0
Community Safety	27.7	28.1	0.4	1.4%	0.5	-0.1
Resources	73.5	75.4	1.9	2.6%	2.0	-0.1
<b>Directorate Total</b>	<b>581.7</b>	<b>594.1</b>	<b>12.3</b>	<b>2.1%</b>	<b>14.4</b>	<b>-2.1</b>
<b>Budgets Held Centrally</b>						
Capital Financing	28.4	28.4	0.0	0.0%	0.0	0.0
Interest on Balances	-16.6	-18.9	-2.2	13.5%	-1.8	-0.4
Contingency <sup>1</sup> and Inflation	9.2	0.5	-8.7	-94.5%	-7.0	-1.7
Un-ringfenced Specific Grants	-44.0	-44.0	0.0	0.0%	0.0	0.0
Insurance	1.4	1.4	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-7.4	-8.8	-1.4	19.0%	-1.4	0.0
Contribution from Budget Priority Reserve	-2.4	-2.4	0.0	0.0%	0.0	0.0
Contributions to reserves	20.7	20.7	0.0	0.0%	0.0	0.0
Contribution to balances	7.6	7.6	0.0	0.0%	0.0	0.0
<b>Total Budgets Held Centrally</b>	<b>-3.1</b>	<b>-15.4</b>	<b>-12.3</b>	<b>400.7%</b>	<b>-10.2</b>	<b>-2.1</b>
<b>Net Operating Budget</b>	<b>578.8</b>	<b>578.8</b>	<b>0.0</b>	<b>0.0%</b>	<b>4.2</b>	<b>-4.2</b>
Business Rates & Council Tax funding	-578.8	-578.8	0.0	0.0%	0.0	0.0
<b>Forecast Year End Position</b>	<b>-0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>	<b>4.2</b>	<b>-4.2</b>

<sup>1</sup> Includes £4.2m one – off funding as set out in the Financial Monitoring Report to Cabinet in May 2023.

3. As noted in previous reports, financial risks which include inflation and demand pressures for children's social care, as well as workforce shortages, continue to make it much more challenging for the council to forecast activity and expenditure.
4. The overall forecast has reduced by £4.2m since November 2023. This reflects the reduction in the forecast directorate overspend and the use of contingency and additional interest on cash and other balances to manage the directorate pressure.
5. The forecast for Adult Services remains balanced to the budget. Risks within the council elements of the pooled budgets are being managed by the service.
6. The forecast overspend for Children's Services has increased by £0.1m since November 2023. Whilst the Home to School transport has remained unchanged from the £3.6m overspend reported to Cabinet in January, additional unbudgeted expenditure of £0.9m is required to fund temporary senior management posts within Education. In addition, there is £0.5m pressure relating to the reallocation of staffing savings. As reported throughout the year on-going underlying pressures are driven by a combination of increased care placements costs, and reliance on agency staff to cover vacancies. Action continues to be taken through a range of organisational, governance and business process controls as well as market management activity to address the underlying pressures but it is taking time for these to have an impact.
7. There is a forecast overspend of £0.4m for Community Safety as a result of reallocated budgeted staffing savings and an increase in training costs. A one-off payment of £0.2m made for a disabling injury/illness is recommended to be funded by a supplementary estimate.
8. The forecast underspend for Environment & Place has increased by £2.1m compared to the November 2023 forecast. There is a reduction in energy costs from lower energy activity, a reduction in waste management costs and additional income from enforcement activity.
9. The forecast overspend for Resources has reduced by £0.1m, mainly due to a number of vacancies in Communications, Strategy and Insight.
10. 73% of the budgeted savings of £10.2m which were not achieved as planned in 2022/23 are currently assessed as delivered or are expected to be delivered in 2023/24. 27% are assessed as amber or red.
11. 81% of the 2023/24 savings are assessed as delivered or are expected to be delivered and 19% are still assessed as amber or red. Action is continuing to be taken to ensure that the delivery of both existing planned savings and new budget reductions is maximised in 2023/24. The anticipated achievement of savings is incorporated into the forecast directorate position. Where relevant savings that are not expected to be achieved have been considered through the Budget & Business Planning Process for 2024/25.
12. The forecast 2023/24 deficit compared to Dedicated Schools Grant (DSG) funding

for High Needs is £22.9m. This is £4.6m higher than the £18.3m forecast deficit approved by Cabinet in May 2023. The CIPFA code of practice currently requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £41.1m as at 31 March 2023 to £64.0m at 31 March 2024.

13. £0.5m continues to be held in corporate contingency to meet the cost of pay inflation for vacant posts as they are recruited to. The balance of £8.7m, which includes £4.2m one – off funding, has been used to support directorate pressures. After taking account of the use of contingency and funding from the COVID-19 reserve to support the overall forecast position, as well as supplementary estimates agreed earlier in the year balances would be £29.8m at year end, £0.4m lower than the risk assessed level of £30.2m.

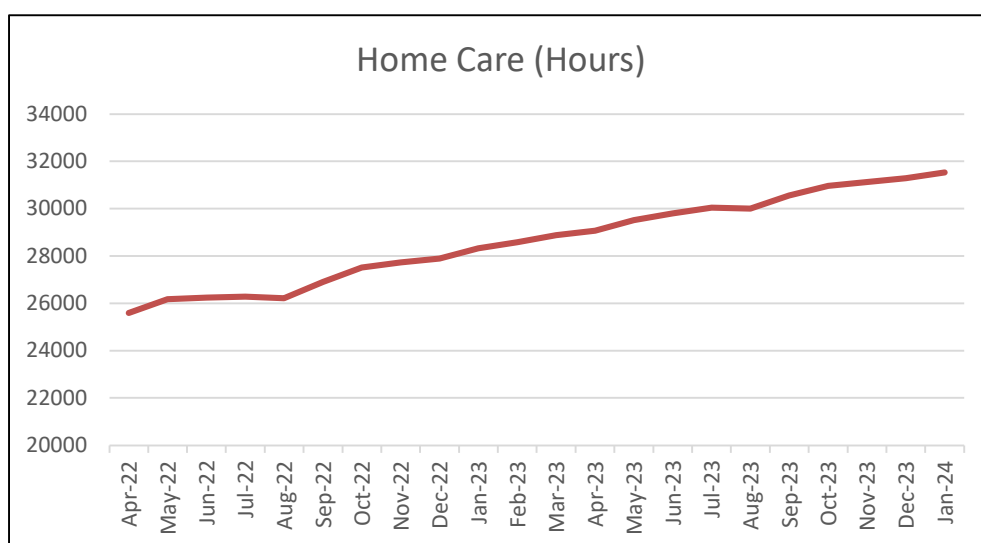
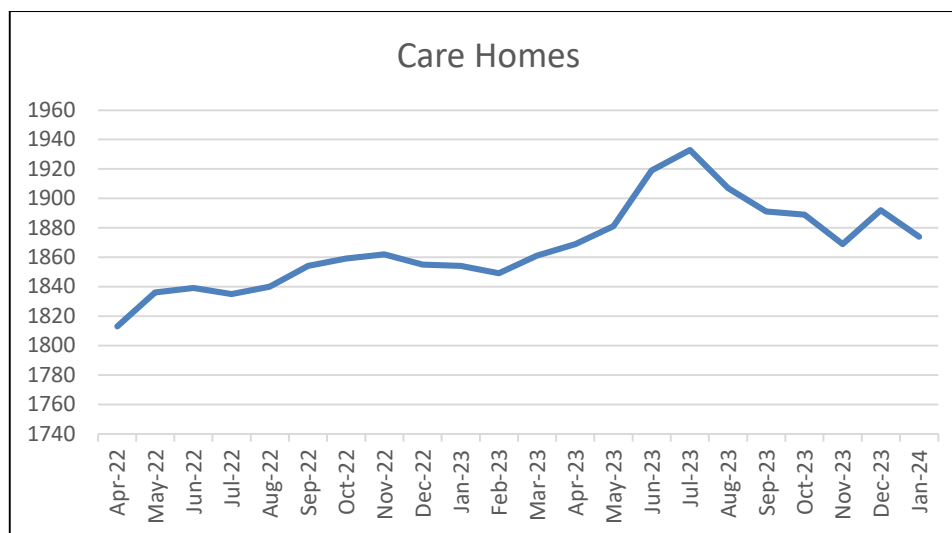
## Directorate Forecasts

### Adult Services

14. Adult Services is forecasting a breakeven position against a budget of £229.3m. This is unchanged from the November 2023 position.

Service Area	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Adult Social Care	25.8	26.4	0.6	0.8	-0.2
Health, Education & Social Care Commissioning	5.4	4.8	-0.6	-0.7	0.1
Housing & Social Care Commissioning	1.4	1.4	0.0	0.0	0.0
Business Support Service	1.1	1.0	-0.1	-0.1	0.0
Pooled Budgets	195.5	195.6	0.1	0.0	0.1
<b>Total Adult Services</b>	<b>229.3</b>	<b>229.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

15. The forecast reflects an agreement on the sharing of costs for adults with Section 117 aftercare support under the Mental Health Act with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, bringing the health and social care system funding more in line with other local authorities and care boards.
16. While the overall forecast is balanced forecast expenditure continues to be impacted by an increase in the number of care packages during the year. This has been particularly noticeable within care homes and home support as shown in the activity graphs below. Expenditure will increase further if demand continues to rise over the remainder of the year.



17. To address demand pressures, a number of actions continue to be taken. These include ensuring that all spend is aligned to the “Oxfordshire Way” approach through supporting people to remain in their own homes for as long as possible and the result of this is beginning to be seen in the care home graph above since July 2023.

### **Pooled Budgets**

#### Age Well Pooled Budget

18. The Age Well pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people.
19. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) so each partner is responsible for the variation against their element of the funding.
20. The council elements of the Age Well pool are forecast to overspend by £0.4m. Care Home activity has increased largely because of an increase of 32 backdated

threshold cases identified since the last report.

21. This position assumes that the required savings have been achieved and is after using the Market Sustainability and Improvement Fund (MSIF) grant of £3.4m.
22. The council's share of the Better Care Fund (BCF) being utilised within the pool is £29.4m.
23. While certainty has increased as the year has progressed, there are still risks and assumptions within the forecast. These include:
  - The level of backdated threshold cases continues to increase.
  - The level of client contribution is assumed at a consistent level for the remainder of the year based on past trends.
  - Growth in placements, particularly residential, through the remainder of the year. Although there is a seasonal trend, it is difficult to predict accurately how activity will move. There is also a risk relating to improvements in the timeliness of assessments which may increase the number of new placements in the remaining months of the year.

#### Live Well Pooled Budget

24. The Live Well pool supports a combination of health and social care needs for adults of working age with learning disabilities, acquired brain injury or mental health needs and adults with physical disabilities.
25. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB).
26. The council elements of the Live Well pool are forecasting a £0.3m underspend after taking account of the following:
  - A £3.0m underspend within the Higher Functioning Autism, Learning Disabilities and Acquired Brain Injury areas of the pool. This has increased by £0.3m since the last report as a result of changes in care packages.
  - A £2.7m overspend within Physical Disabilities relates to an increase in demand for both care homes and home support during late 2022/23 creating a pressure in 2023/24. Over the last 12 months, up to December 23, there has been a 12% increase in care home placements (10 placements) and a 9% increase in the number of homecare hours delivered per week (275 hours).

Risks or uncertainties in both service groups relate to:

- Growth in care packages, particularly for supported living and home support, through the year. Although there is a seasonal trend it is difficult to predict accurately how activity will move throughout the remaining months of the year. There is also a risk relating to the timeliness of assessments which may increase the number of new packages made in year.

27. Having overspent in 2022/23 it is anticipated that following changes to the budget and contracts for 2023/24, the Mental Health services provided through the Outcome Based Contract with Oxford Health will spend in line with budget this year.

### **Non-Pool Services**

28. A breakeven position is forecast across all other services.

### **Reserves**

29. £0.4m held in the Budget Priorities reserve for Adult Social Care as at 31 March 2023 is being used to fund intensive support costs and the wider directorate position in 2023/34.
30. Most of the £2.1m held as a result of additional contributions made by Oxfordshire Clinical Commissioning Group over the last three financial years is also committed to be used in 2023/24. £0.2m is committed against spend in 2024/25 and 2025/26. The ICB are working through a spending plan to utilise this funding.
31. £0.3m added to the Government Initiative Reserve in 2022/23 related to charging reform, reflecting elements of the Trailblazer programme where costs will continue to be incurred in 2023/24 and 2024/25 ahead of the revised date for charging reform in autumn 2025.

### **Ringfenced Grants**

32. As set out in Annex 4, ring-fenced government grants expected to be received by Adult Services in 2023/24 total £21.1m.
33. The Improved Better Care Fund Grant is £10.7m, with no change since 2022/23. The conditions attached to the grant funding require it to be used for the purposes of meeting adult social care needs, including contributing to the stabilisation of local care markets and supporting the NHS in addressing pressures such as delayed discharges.
34. The Market Sustainability and Improvement Fund is £5.4m and is being used to support the provider fee uplift in 2023/24 in line with the terms of the grant, to enhance the uplift, and to maintain uplifts from 2022/23 funded through the Market Sustainability and Fair Cost of Care grant which now forms part of this grant.
35. The Market Sustainability and Improvement Workforce Fund is £3.5m and is being used to increase social care capacity through increasing social care workforce capacity and retention, reducing social care waiting times and increasing fee rates paid to social care providers.
36. The Adult Social Care Discharge Fund is £1.5m. This will be used to provide interventions that improve discharge of patients from hospital to the most appropriate location for their ongoing care.

### **Virements**

37. Virements to note reflect budget movements within the pools and the realignment

of staffing budgets within Adult Social Care.

## **Children's Services**

38. Children's Services is forecasting an overspend of £13.0m against a budget of £172.0m.

39. As reported throughout the year the underlying pressures in Children's Services highlighted in the overspend in 2022/23 reported to Cabinet in June 2023, have remained a significant challenge in 2023/24. These are driven by a combination of care placements costs, staffing, particularly the reliance on agency staff to cover vacancies, and Home to School Transport.

Service Area	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Education & Learning	39.7	43.9	4.2	3.6	0.6
Schools <sup>2</sup>	0.2	0.2	0.0	0.0	0.0
<b>Subtotal Education</b>	<b>39.9</b>	<b>44.2</b>	<b>4.2</b>	<b>3.6</b>	<b>0.6</b>
Early Help, Front Door & Social Care	75.8	78.7	2.8	2.2	0.7
Provider Services & Safeguarding	44.8	50.0	5.2	6.0	-0.8
Children's Services Central Costs	11.5	12.1	0.6	1.0	-0.4
<b>Subtotal Children's Social Care</b>	<b>132.1</b>	<b>140.8</b>	<b>8.7</b>	<b>9.3</b>	<b>-0.5</b>
<b>Total Children's Services</b>	<b>172.0</b>	<b>182.0</b>	<b>13.0</b>	<b>12.8</b>	<b>0.1</b>
<b>Overspend on High Needs DSG that will be transferred to the unusable reserve</b>	<b>265.3</b>	<b>288.2</b>	<b>22.9</b>	<b>21.2</b>	<b>1.7</b>

### **Education & Learning**

40. Within Education & Learning, the Home to School Transport and the Special Educational Needs (SEN) service continue to be high risk in terms of budget variance.

41. The £3.6m forecast overspend for Home to School transport remains unchanged from the position reported in November 2023. The pressure reflects higher activity in the service than was budgeted for and the impact of rolling annual tenders for bus routes. In addition, the service has reviewed a planned saving commitment of £1.0m and confirmed that it will not be delivered in year.

42. Additional unbudgeted expenditure of £0.6m is required to fund temporary senior management posts and SEND Transformation support within Education.

43. Within the Special Education Needs (SEN) service there are considerable ongoing pressures on the SEN casework team and Educational Psychologists due to the continued high number of Education, Health and Care Plan (EHCP) requests. An

<sup>2</sup> \*Maintained Schools are funded by Dedicated Schools Grant

additional on-going investment of £0.5m was included in the 2023/24 budget to fund additional staff to manage demand for EHCPs.

### **Children's Social Care**

44. Forecast pressures of £8.7m within Children's Social Care continue to be driven by a combination of care placement costs and staffing. This particularly relates to the reliance on agency staff to cover vacancies and an emerging gap relating to joint funding with Health Partners. £0.5m relates to the reallocation of budgeted agency staffing savings.

45. Underlying pressures remain despite additional budget added in 2023/24 and actions to prevent and reduce costs. This is due to a combination of:

- The on-going effect of the 2022/23 overspend. Because this increased in the last quarter of the year it was not fully anticipated in the Budget & Business Planning process for 2023/24.
- Changes in practice, interventions to prevent unnecessary referrals and reduce the number and cost of cases is taking more time to impact on expenditure than anticipated.
- The financial volatility in the market for care together with the impact of spiralling inflation and shortages in local capacity are undermining the service Sufficiency Strategy to manage the market. As a consequence, the service continues to experience an accelerating increase in placement fees especially 'Spot' rates.

46. The drivers of the pressures remain the same as in 2022/23 and include:

- Continued workload pressure, increased vacancies and recruitment difficulties within front-line services especially Family Solutions Plus.
- Though the number of children in care is reducing the rate of decrease is slower than anticipated and is being offset by increases in underlying unit cost rates especially the growing number of very complex cases.

47. The most significant variances include:

- Children with Disabilities: £2.4m forecast overspend due to £2.1m pressures on placement budgets (a combination of an increased more complex level of care and higher rates) and £0.3m pressures on team budgets. The improvement in the forecast overspend by £0.6m compared to the previously reported position is due to a combination of a reduction in the forecast of new placements and a reduction in the level of care required in existing placements.
- High Cost and Unregistered Placements: £4.5m forecast overspend including a reduction of £0.5m since the last report due to:
  - the anticipated impact of the introduction of a new framework contract to ensure compliance, standardise fees and deliver better value.
  - additional arrangements to monitor, track, control and forecast placements.



- Continued dependence on high-cost agency staff to cover vacancies due to shortages of staff in the marketplace: £2.1m
- Conversely the pressure has been mitigated to some extent by:
  - Substantial forecast underspends on staffing.
  - Underlying reductions in legal and transport costs
  - An increase in NHS Health partner joint funding for Continuing Healthcare and Mental Health (Section 117)
  - Progress in managing to reduce the scale of high-cost placements including unregistered placements during the year. These have reduced from 17+ in August 2022 to 6 and under throughout this year.

### **Children's Social Care: Pressures, Drivers, and Action Plan**

48. Given the scale of the £19.1m overspend for Children's Social Care in 2022/23, the time needed for the actions taken to date to have an impact and the urgent need to address the shortfalls in market capacity, the service has undertaken a comprehensive review of its vision and strategy. The Financial Strategy sets out a new baseline and financial investment, cost reduction and timeline to bring spend within current budget and recover the overspend. The on-going impacts of the strategy have been considered through the Budget & Business Planning process for 2024/25.

### **Actions to Turn the Position around and Evidence of Improvement**

49. The service has implemented organisational, governance and business process controls and market management actions to address the underlying pressures. These include:
- Continued scrutiny of spend by senior management and the leadership team.
  - Streamlining of referrals at the 'front door' (MASH) - revising thresholds & practices.
  - The Family Solutions Plus (FSP) teams are working to reduce the backlog of assessments and intervention measures.
  - Development of a robust recruitment and retention policy.
  - Working to reduce the number of children in care and tracking those where care placements are due to cease.
  - Ongoing reduction in the number of children living in high-cost placements.
  - Brokerage action plan to ensure timely, suitable, cost-effective placements are sourced.
  - A 'LEAN' review of the placement process and identification of efficiencies.
50. Evidence that the actions are having an impact is reflected in the number of Children We Care For (CWCF).

	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024
Oxfordshire born children	778	755	735	709	687	658	653	655	645	637
Disabled Children	61	62	58	56	49	49	49	51	50	49
<b>Subtotal</b>	<b>839</b>	<b>817</b>	<b>793</b>	<b>765</b>	<b>736</b>	<b>707</b>	<b>702</b>	<b>706</b>	<b>695</b>	<b>686</b>
Unaccompanied	69	73	108	100	91	99	107	110	108	93
<b>Total</b>	<b>908</b>	<b>890</b>	<b>901</b>	<b>865</b>	<b>827</b>	<b>806</b>	<b>809</b>	<b>816</b>	<b>803</b>	<b>779</b>

51. The downward trend in the number of CWCF is due to the above actions and in particular the use of strengths based proportionate assessment, resulting in a greater number of families and their children being supported in their own homes and fewer children becoming children we care for.

52. In addition, emphasis is also being placed on permanence planning and finding other more suitable (and usually more cost-effective) placements, including reunification to the family home and adoption.

53. Though the activity has reduced the underlying costs of care placements continue to rise and are offsetting and undermining the improvement in activity.

54. The forecast also reflects unachieved savings from previous years which have been considered through the Budget & Business Planning Process for 2024/25 plus £0.5m of re-allocated budgeted staffing savings.

55. The focus of the Financial Strategy is to ensure the improvements are continued and grown while also applying the same rigor and focus to managing the market, the escalation in rates, the challenge of greater complexity and encouraging joint partnership work to address Continuing Healthcare (CHC) needs and resource.

### **Children's Services Central Costs**

56. £0.6m forecast overspend relating to a claim for historic legal fees.

### **Dedicated Schools Grant (DSG)**

57. The forecast overspend against High Needs DSG funding is a deficit of £22.9m. This is £4.6m higher than the £18.3m forecast deficit approved by Cabinet in May 2023.

Summary of DSG funding	2023/24 Budget £m	2023/24 Projected Outturn £m	Variance January 2023 £m
Schools block	131.2	131.2	0.0
Central Services Schools block	5.0	5.0	0.0
High Needs block	84.7	107.6	22.9
Early Years block	44.4	44.4	0.0
<b>Total</b>	<b>265.3</b>	<b>288.2</b>	<b>22.9</b>

58. Key issues impacting on spend that are impacting on and being managed as part of the forecast are the cost of placements from September 2023, tribunal challenges to placement decisions and the impact of inflation on providers' fees.

59. There is no change forecast on Central and Schools DSG.

60. The Chancellor announced significant changes to childcare arrangements in the Spring Budget 2023. This included:

- an uplift to rates payable for the period September 2023 to March 2024. The funding for this is received via a specific grant which will be subsumed within DSG from April 2024. The grant is in the region of £3.0m, and the exact amount will be known in June 2024, after the schools' census return. The council will need to pass the grant to providers in full.
- New Grant of £0.3m for Schools in Financial Difficulty. The grant was recently announced and has just been received. There is no criteria other than schools in financial difficulty for the allocation of this grant which must be spent in year. The service is considering the options for investing with the schools.

61. The DfE have announced support for the September 2023 Teachers Pay Award via the Teachers Pay Additional Grant. Of the 6.5% pay award, the DfE are providing 3%, based on the assumption that there is 3.5% within school budget. The grant will be passed on in full to establishments and will be subsumed within the DSG from 2025/26.

## **Environment & Place**

62. Environment & Place is forecasting an underspend of £2.9m against a budget of £75.3m.

Service Area	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Transport& Infrastructure	13.6	12.3	-1.3	-0.6	-0.7
Planning, Environment & Climate Change	37.6	37.0	-0.6	0.1	-0.7
Highways & Operations	21.5	20.4	-1.1	-0.4	-0.7
Directorate Support	2.6	2.7	+0.1	0.1	0.0
<b>Total Environment &amp; Place</b>	<b>75.3</b>	<b>72.4</b>	<b>-2.9</b>	<b>-0.8</b>	<b>-2.1</b>

### **Transport & Infrastructure**

63. Transport & Infrastructure comprises Transport Policy, Place Making and Infrastructure Delivery. An underspend of £1.3m is forecast mainly due to a £1.0m underspend on community transport initiatives. More time is required to deliver on the on-going investment of £1.2m agreed in February 2023 due to a lack of interested operators for the new transport services in rural areas. The service is exploring other options for the provision of these services and is engaging with stakeholders on proposed schemes.

64. The Infrastructure Delivery and Place Making service areas are currently forecasting a £0.3m underspend as a result of funding received to support Programme Management Office costs and other specialist functions needed to support the delivery of the Major Infrastructure capital programme.

### **Planning, Environment & Climate change**

65. The Planning, Environment & Climate change service area is made up of Strategic Planning, Climate Change and Environment & Circular economy. The service area is forecasting to underspend by £0.6m.

66. Strategic Planning are forecasting to breakeven. The overspend forecast previously has now been mitigated through an overachievement of income.

67. Climate Change is forecasting an underspend of £0.3m due to vacancies within the team.

68. Waste Management is forecasting an underspend of £0.3m. This has improved by £0.7m compared to the November 2023 position mainly due to service pressures being offset by underspends on the Lead Local Flood Authority initiative. Although the service is now fully resourced, it has taken time to utilise the investment in this financial year and the full effect will be reflected in 2024/25.

69. Issues which continue to impact on the service are:

- Tonnages at the Energy Recovery Facility are continuing to increase over and above historic trends and there are further pressures resulting from an increase in the volume of green waste due to a warmer than usual autumn. Kerbside residual waste recycling levels have decreased due to a decline in household recycling mirroring the national trend. These pressures are offset partially through underspends in staffing.
  - Implementation of the new legislative requirements for the Persistent Organic Pollutants (POPs) waste stream where a change in the law means the council needs to fund the cost of storing, shredding, and burning soft furnishings, as an alternative to landfill. An additional budget allocation of £0.2m to support this was included in the budget for 2023/24 but this is costing more than anticipated.
  - Legislative changes around DIY charges will create an additional pressure in the last quarter of the year which will be mitigated by the service.
70. The Waste team is continuing to work on waste prevention campaigns with the district and city councils. They are also monitoring the market, particularly around POPs, to ensure current prices are the best achievable and are planning as far as possible with the information available to mitigate the increased costs arising from changes to DIY charges.
71. There is a pressure in the Tree Service due to additional work associated with tree services in Oxford City. The service is mitigating the pressure through working with Oxford City partners, by moving the works schedule to a reactive programme to reduce the level of spend, as well as the utilisation of directorate reserves.
72. There are inflationary pressures within Public Rights of Way but it is anticipated that these can be managed within existing budgets.

### **Highways & Operations**

73. Highways & Operations is forecasting an underspend of £1.1m due to an over achievement of income through enforcement in Network Co-ordination and a reduction in energy cost baskets provided by Crown Commercial Services.
74. Within the Highway Maintenance service there was a significant increase in highways defects that needed repair in the first quarter of the financial year. This was primarily attributable to the consequence of the bad weather on roads that are not in particularly good condition and is similar to higher levels of activity seen across the country. The number of defects reduced in the summer but increased in October, November and December and remains higher than the same month in 2022. Although the number of defects is greater than last year, the overall number of defects across the network is starting to level out.

Month	Defects 2022/23	Defects 2023/24	% Increase
April	3,320	4,143	24.8%
May	2,927	4,944	68.9%
June	2,212	4,695	112.2%
July	1,979	4,134	108.9%
August	1,888	2,553	35.1%
September	1,715	2,363	37.8%
October	1,650	2,927	77.39%
November	1,980	3,088	55.96%
December	1,840	2,837	54.18%
January	3,057	3,574	16.91%

75. Additional personnel continue to be deployed to manage the current defect volumes. The increase in defect numbers and the cost increase of associated repairs is currently being managed within the service area budgets through reduction on other operational spend where possible, though there remains a risk if activity increases in the remaining months of the year.

76. Energy for street lighting is obtained through Crown Commercial Services. An update received during the year set out a secured reduced energy price of £0.23, £0.26 lower than assumed when the budget was set. In addition to the reduction in energy prices, there is also a 38% reduction in consumption on the network as a result of the LED replacement programme. Taken together these mean there is a forecast underspend of £1.9m. However, energy prices remain volatile and there are also risks relating to unmetered energy consumption.

77. Network Management is currently forecasting an underspend of £0.9m due to income achieved through the enforcement on the network and staff vacancies. It is anticipated that this may increase if the volume of utility works on the network continues at the current rate. A further underspend is anticipated as a result of additional enforcement income on the network.

78. Supported transport is forecasting an overspend of £0.6m as a result of savings of £0.4m from 2022/23 plus a further saving of £0.2m in 2023/24 that are not expected to be delivered. The on-going impact has been removed through the Budget & Business Planning Process for 2024/25.

### **Directorate Support**

79. The Directorate Support service area is currently forecasting an underspend of £0.1m due to staff vacancies as a result of service transformation. The teams will be fully resourced by the end of the financial year. This underspend is largely offset by the reallocation of additional staffing savings.

### **Budget Virements**

80. Cabinet is asked to note virements relating to the allocation of transformation savings in line with the revised structure.

### **Public Health and Community Safety**

81. Public Health and Community Safety are forecasting a £0.4m overspend against a budget of £31.7m.

Service Area	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Public Health Functions	37.8	37.8	0.0	0.0	0.0
Public Health Recharges	0.6	0.6	0.0	0.0	0.0
Other Income	-0.7	-0.7	0.0	0.0	0.0
Grant Income	-33.6	-33.6	0.0	0.0	0.0
Transfer to Public Health Reserve	0.0	0.0	0.0	0.0	0.0
<b>Total Public Health</b>	<b>4.1</b>	<b>4.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Community Safety</b>	<b>27.6</b>	<b>28.1</b>	<b>0.4</b>	<b>0.4</b>	<b>-0.1</b>
<b>Total Public Health &amp; Community Safety</b>	<b>31.7</b>	<b>32.1</b>	<b>0.4</b>	<b>0.4</b>	<b>-0.1</b>

### **Public Health**

82. A break-even position is forecast for services funded by the Public Health grant after transferring a £0.2m underspend to the Public Health reserve at year end. The underspend is made up of:

- £0.2m overspend on the substance misuse service due to increased activity in residential rehabilitation and detoxification treatment service which improves outcomes for people with complex treatment needs. This is a £0.1m reduction from the previously reported overspend as the budget now reflects the virement from other public health services as noted in the previous report.
- £0.1m overspend on National Health Service health checks because of the high level of activity in primary care which is in line with the national trend post COVID-19; offset by
- £0.1m underspend reported within the obesity service as service delivery changes will not take place until 2024/25.
- £0.2m underspend on Sexual health services linked to activity levels.
- £0.1m underspend on staffing, linked to in-year delays in recruiting to vacant roles.
- £0.1m underspend within other public health services due to delayed implementation of access to nature programmes and the change in estimated costs of Better Housing Better Health work. This is a £0.3m reduction from the previous report as the budget has been moved to partly offset the financial pressure within the substance misuse services.

### **Community Safety**

83. Community Safety are forecasting a £0.4m overspend as a result of the following:

- The reallocation of budgeted agency savings of £0.2m which are unlikely to be achieved by the end of the year.
- A one-off payment of £0.2m made for a disabling injury/illness which is recommended to be met by a supplementary estimate.
- £0.2m additional staff costs linked to the Botley Road closure and the Rewley Road property development.
- £0.1m linked to the impact of inflation on the cost of maintaining the services fleet of vehicles and an increase in the cost of training resulting from the need to provide training to new recruits following staff leaving unexpectedly. This has now been offset by a £0.1m underspend within trading standards relating to delays in recruitment, and the receipt of unexpected one-off income.

### **Ringfenced Government Grants**

84. The ringfenced Public Health grant totals £33.6m in 2023/24. A 2.3% uplift has been confirmed for 2024/25.

### **Use of Un-ringfenced Government Grant Funding**

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

- £1.2m Domestic Abuse Duty Grant supporting the provision of accommodation-based support to victims of domestic abuse and their children.
- £0.6m Substance Misuse Treatment & Recovery Housing Grant being used to deliver the Government's aim that by 2024/25 there will be more people recovering from addiction in stable and secure housing.
- £0.6m Supplementary Substance Misuse Treatment and Recovery grant. This is the second year of a three-year scheme where the Office for Health Improvement and Disparities (OHID) is working alongside other government departments to support a process of investment in a whole system approach to tackling illicit drug use, including enforcement, diversion and treatment and recovery interventions.
- £1.2m Rough Sleeping Drug and Alcohol Grant is being used to provide specialist support for rough sleepers and those at risk. This includes an increase of £0.1m for inpatient detox and residential rehabilitation.
- £1.3m Firefighter's Pension Fund Grant and £0.1m from the New Dimensions Fund
- £0.1m Firelink Grant - The council has been notified of a 20% reduction in this grant from the previous year and that this grant will continue to reduce by 20% in each of the next four years.

### **Reserves**

86. £5.9m unspent grant funding was held in Public Health reserve at 1 April 2023. £1.9m is forecast to be spent in 2023/24, £1.8m in 2024/25 and £1.2m in 2025/26, leaving a balance of £1.0m. Options to utilise all the funding by 2027/28 in line with the grant requirements are being considered.



87. £2.7m is held in reserves for the renewal of fire and rescue vehicles and breathing apparatus equipment, this will increase by a further £0.3m during 2023/24. A fleet replacement strategy is being agreed which will require the use of this funding.

88. £0.9m is being held to cover the cost of the replacement of Airwave for Oxfordshire Fire and Rescue Service and the implementation of the new national Emergency Service Mobile Communications Programme.

89. £0.5m is being held in the Fire Uplift Grant reserve to fund employee costs expected to be incurred over the next three to five years.

90. £0.2m is being held to expand the Making Every Contact Count work programme in Oxfordshire; £0.1m will be spent in 2023/24 with the remaining balance being used in 2024/25.

91. £0.1m of the Community Outbreak Management Fund (COMF) allocated to Public Health will be used to part fund the healthy homes

### **Virements**

92. Cabinet is recommended to approve a £0.2m supplementary estimate to Community Safety to cover the one-off payment made for a disabling injury/illness cost.

## **Resources and Law & Governance**

93. The services within Resources are forecasting a combined overspend of £1.9m (3.0%) against a budget of £73.5m. This is a reduction of £0.1m compared to the November forecast.

Service Area	Latest Budget Jan-24 £m	Forecast Spend Jan-24 £m	Forecast Variance Jan-24 £m	Forecast Variance Nov-23 £m	Change Since Nov-23 £m
Corporate Services	2.3	2.3	0.0	0.0	0.0
Human Resources & Organisational Development	4.8	4.2	-0.5	-0.3	-0.2
Communications, Strategy & Insight	3.5	3.4	-0.1	0.0	-0.1
IT, Innovation & Digital	10.5	11.1	0.6	0.7	-0.1
Culture & Customer Experience	12.7	13.3	0.5	0.4	0.1
Finance & Procurement	8.9	9.4	0.5	0.4	0.1
Property, Investment & Facilities Management	19.7	20.2	0.4	0.4	0.0
Law & Governance	8.0	8.5	0.5	0.4	0.1
Delivery & Partnership	3.0	3.0	0.0	0.0	0.0
<b>Total Resources</b>	<b>73.5</b>	<b>75.4</b>	<b>1.9</b>	<b>2.0</b>	<b>-0.1</b>

94. **Corporate Services** are forecasting a breakeven position.

95. **Human Resources & Organisational Development (HR&OD)** is forecast to

underspend by £0.5m.

96. **Communications, Strategy & Insight** are forecasting to underspend by £0.1m due to a number of vacancies in the team.
97. **IT, Innovation & Digital** are forecasting an overspend of £0.6m, after taking account of a reduction of £0.1m relating to non-achievement of cross directorate savings agreed as part of the 2023/24 budget. Action to achieve these is at risk, due to the nature of the work and time taken to realise benefits.
98. **Culture and Customer Experience** are forecasting an overspend of £0.5m. This is mainly in the Coroners Service where the appointment of an Area Coroner has created an in-year pressure and the demand for coronial activity continues to increase year on year. There are also pressures in the Customer Service Centre where firm savings have not yet been identified in the corporate customer service consolidation programme. Additionally, increased income in Music Services has not materialised and the re-allocation of staffing savings has also contributed to the overspend. Work continues to ensure that the Music Services and Registration Services are able to maximise their income opportunities to meet customer demand.
99. **Finance and Procurement** are forecasting a £0.5m overspend due to the cost of agency staff being utilised to cover hard to fill vacancies, and an increase in staff costs following a job evaluation review.
100. **Property Services** are forecasting an overspend of £0.4m. The School Catering service is forecasting to overspend due to inflationary pressures, but this will be mitigated by savings in other areas. £0.5m funding for the Community Hub Strategy is assumed to be fully utilised by year end. Anticipated savings from vacating one of the council's office buildings will be offset by estimated dilapidation costs in 2023/24.
101. **Law and Governance** are forecasting an overspend of £0.5m. 2023/24 is a transition year for the new structures which were implemented in Governance in the second quarter of 2023/24 and are anticipated to be implemented in Legal Services in quarter four of 2023/24. As a result, higher locum costs in Legal Services are still expected to be incurred for most of the year.
102. **Delivery & Partnership** includes the delivery of cost-of-living measures and the council's migration and asylum programmes, including Homes for Ukraine. The budget is mainly funded from earmarked reserves and specific government grants and is forecast to break even.

### **Medium Term Financial Strategy Savings**

103. After taking account of new and previously agreed savings the 2023/24 budget agreed includes planned directorate savings of £28.2m.
104. £10.2m of the 2022/23 savings were not achieved as planned in the last

financial year. 73% of these savings are assessed as delivered or are expected to be delivered. 27% are still assessed as amber or red. Any planned savings not delivered in 2022/23, where the on-going impact was not adjusted through the 2023/24 Budget & Business Planning Process, need to be achieved in 2023/24 as well as new savings agreed in February 2023.

105. 81% of the 2023/24 savings are assessed as delivered or are expected to be delivered. 3% are currently assessed as amber and 17% are assessed as red. Work is continuing to ensure that these savings are achieved.

	2023/24 Planned Savings	Forecast Delivery of 2023/24 Planned Savings	2022/23 Savings that need to be delivered in 2023/24	Forecast Delivery of 2022/23 Savings In 2023/24
	£m	£m	£m	£m
Adult Services	-18.4	-17.9	-4.0	-3.6
Children's Services	-3.9	-1.7	-1.9	0.0
Environment & Place	-1.6	-1.2	-2.3	-1.9
Community Safety	-0.4	-0.2	0.0	0.0
Resources & Cross Directorate	-3.9	-1.7	-2.0	-1.9
<b>TOTAL</b>	<b>-28.2</b>	<b>-22.8</b>	<b>-10.2</b>	<b>-7.4</b>
<b>TOTAL DELIVERED</b>		<b>81%</b>		<b>73%</b>

#### Adult Services

106. The 2023/24 budget includes planned savings of £18.4m. 97% of savings are forecast to be delivered. 2.5% are forecast as undeliverable in this financial year, although further work is being undertaken to look for alternative savings.

107. Undeliverable savings include reductions in the cost of vehicles used by council services expected to be achieved through the "One Fleet" Strategy and those which relate to managing demand, particularly in care homes.

108. There are also £4.0m of savings brought forward from 2022/23 to be delivered in 2023/24. 90% of these are expected to be delivered, but 10% of the savings are proving very challenging to deliver.

109. Some savings have overdelivered and will offset the undelivered savings.

#### Children's Services

110. The 2023/24 budget includes planned savings of £3.9m. 45% of these savings are forecast to be delivered. 55% of the savings are assessed as red and include £0.5m relating to service reviews of non-statutory / non-case holding areas, and £1.0m relating to reduction in agency staffing spend.

111. There are also £1.9m of savings brought forward from 2022/23 that need to be

delivered in 2023/24. All of these savings are assessed as red and include Home to school transport savings of £1m. The on-going impact has been considered through the Budget & Business Planning process for 2024/25.

#### Environment & Place

112. The 2023/24 budget includes planned savings of £1.6m. 75% are expected to be achieved. 16% assessed as red relate to savings on the use of technology to reduce costs relating to the home to school contract management and Countywide community transport initiatives schemes.
113. Whilst the directorate is currently working to deliver all savings, due to the timing of service transformation taking place part way through the financial year some of the savings will not be fully realised. Any resulting pressures are being managed within the overall budget for Environment & Place.
114. 85% of the £2.3m savings brought forward from 2022/23 are expected to be delivered in 2023/24. The on-going impact of a £0.6m unachieved saving relating to a home to school contract management system has been considered through the Budget & Business Planning Process for 2024/25.

#### Public Health & Community Safety

115. The 2023/24 budget includes planned savings of £0.2m. All savings are expected to be achieved.

#### Resources and Cross Directorate

116. The 2023/24 budget includes planned savings of £4.0m. 44% of these savings are forecast to be delivered following the reallocation of the £1.5m budgeted reduction in agency costs to directorates with the expectation that action will need to be taken by directorates to achieve this through reductions in employee costs. 42% savings assessed as red include agency staff savings and IT services digital transformation savings which haven't materialised.
117. 95% of the £2.0m savings not achieved in 2022/23 have been delivered in 2023/24.

### **Debt Management**

#### **Corporate Debtors**

118. The combined collection rate, based on invoice volumes, for December 2023 and January 2024 was 97.4%, 2.4% above the 95% target. The collection rate based on the value of invoices for the same period was 98.8%. The year-to-date collection rates are 97.7% and 99.41% respectively.
119. Debt requiring impairment is currently £0.6m, £0.3m above the year-end target of £0.3m and the top five debt cases account for 50% of all bad debt. The highest debt, (28% of the total), is owed by a company in administration and recovery is not expected at this stage. The remaining four cases are being tracked and progressed by the corporate income recovery team.

### **Adult Social Care Debtors**

120. The combined 120-day invoice collection rate for December 2023 and January 2024 was 91%, compared to the target collection rate of 92%. As reported changes to automated reminders were implemented in October and improvement to collection rates is expected by the last quarter of the year. The service continues to develop plans for improvements to business process and operations and an improvement project has been started.
121. The 2022/23 year-end adults care contribution impairment for bad debt was £4.6m. Projected bad debt as at the end of January is £4.8m, £0.2m higher than the current impairment balance. This has reduced by £0.2m since the last report. As reported previously the on-going impacts of COVID-19 and wider economic factors have had a significant effect on means tested social care contribution bad debt levels since 2020/21. The bad debt project, seeking resolution of £3.7m of historic debt, will conclude at the end of March 2024.
122. Cabinet is recommended to write off eleven Adult Social Care contribution debts totalling £0.2m. Six cases are those where arrears were not resolved before the person passed away and the estate was confirmed as insolvent. One case is a long running dispute linked to threshold dates, and the other three cases are circumstances where an individual has not managed their finances and have no available assets to settle the debts. In the final case the individual has been the victim of fraud; funds are not accessible for formal action to be taken.

### **Budgets Held Centrally**

123. After taking account of the use of one – off funding and contingency to support the forecast directorate overspend, there is a combined underspend of £12.3m against budgets held centrally.

#### Capital Financing Costs

124. The borrowing costs and minimum revenue provision (MRP) for capital projects funded by Prudential Borrowing are either recharged to directorates where savings arising from the scheme are expected to meet them or met corporately from the budget for capital financing costs. It is anticipated that after taking account of recharges to directorates the actual costs of the capital financing will be broadly aligned with the budget in 2023/24.

#### Interest on Balances

125. The current forecast outturn position for in house interest receivable is £19m, which is £8.0m above budget. It is estimated that £2.0m of this will need to be applied to developer contributions at year end.
126. The additional interest is a result of higher than forecast cash balances coupled with higher than forecast deposit rates. Currently, every extra £5m within the cash balance forecast will earn approximately £0.25m of interest annually.

127. Interest payable is currently forecast to be £12.9m. This is £0.2m below budget, as a result of the early repayment of two £5m LOBOs in August and October 2023.
128. The forecast outturn position for external fund returns is £4.0m, which is £0.2m above budget.
129. £2.2m additional interest on balances is currently factored into the forecast and is offsetting the directorate overspend. Depending on the final year end position a decision on the use of any remaining funding to top up balances to the risk assessed level for 2024/25 and for other purposes will be made through the Provisional Outturn Report to Cabinet in June 2024 and/or the Business Management & Monitoring Reports to Cabinet in 2024/25.
130. Cash balances for the year are forecast to be £51.9m lower than they would otherwise have been as a result of negative DSG balances (see paragraph 136). The impact of this is an estimated opportunity cost of £1.5m in unearned interest during 2023/24.

#### Pay Inflation and Contingency

131. The £12.4m contingency budget for 2023/24 included £4.2m one- off council tax and business rates funding agreed to be added as part of the Provisional Outturn Report 2022/23 to Cabinet in June 2023.
132. Virements reflecting the impact of the 2023/24 pay award were actioned at the end of December 2023. Further virements will be transacted to add funding for the pay award to vacant posts when those are recruited to and £0.5m has been held to meet possible costs relating to this in 2023/24.
133. The underspend against the remaining contingency budget is forecast to be £8.7m at 31 March 2024 after taking into account the pay award virements and estimated provision for inflation on vacant posts.

#### **Reserves**

134. As set out in Annex B - 3 Earmarked Reserves are forecast to be £167.4m at 31 March 2024.
135. **Business Rates Reserve** – This reserve is held to manage fluctuations in Business Rate income that the Council receives. In March 2024, the Department for Levelling Up, Housing and Communities (DLUHC) notified the council of a Section 31 business rate relief outturn adjustment payment due of £0.6m relating to the financial years prior to and including 2022/23, and an additional grant of £0.1m to offset business rates reliefs for the green plant and machinery exemption. £0.6m additional funding relating to the distribution of the surplus Business Rates levy for 2023/24 was also notified by DLUHC in February 2024. The net increase of £0.1m will be added to the Business Rates Reserve.
136. An unusable reserve was created in 2020/21 to hold **negative High Needs DSG balances** in line with a change to the CIPFA code of practice on DSG High Needs

deficits. The net deficit of £22.9m for 2023/24 will increase the total High Needs deficit held in the reserve to £64.0m as at 31 March 2024. The regulations which require the negative balance to be held in an unusable reserve will come to an end on 31 March 2026. The impact of the unusable reserve on the council's ability to set a balanced budget over the medium term will need to be considered through the Budget & Business Planning Process for 2024/25.

137. As part of the Spring Budget 2024 the government announced £0.500m funding nationally for a six-month extension of the Household Support Fund at the current level from April to September 2024. Further information is awaited on the council's allocation and grant conditions.

138. Annex D sets out an update on the Cost of Living Programme that was set out in a report to Cabinet in March 2023. The following actions are proposed to maximise the cost of living and financial inequality resource in 2024/25:

- £0.5m unspent funding from the 2023/24 cost of living programme will be used to fund equivalent holiday support for free school meals in the Easter 2024 school holiday.
- £0.054m not required to be drawn down from the Budget Priorities reserve in 2023/24 will be held in the reserve and used to increase the 2025/26 emergency welfare fund to £0.354m.
- A report to Cabinet in early 2024/25 will set out proposals for the use of the Household Support Fund as well as other opportunities for tackling financial deprivation and inequality, including an update on the use of additional funding included in the 2024/25 budget.

## **Grants**

139. As set out in Annex B - 4 government grants totalling £472.4m are expected to be received by the Council during 2023/24. This includes £15.5m in schools grants for additional mainstream funding, early years funding and pupil premium, plus Adult Social Care Market Sustainability and Improvement Fund - Workforce Fund (£3.5m).

### Homes for Ukraine

140. At the end of 2022/23 £16.9m unspent grant funding for the Homes for Ukraine scheme and £2.1m unspent funding for education costs relating to the scheme was held in the Grants & Contributions Reserve.

141. Funding was initially provided as a one-off payment of £10,500 per guest and then reduced to £5,900 for arrivals from 1 January 2023 onwards. For eligible minors the tariff remains at £10,500.

142. A further grant claim up to the end of December 2023 was submitted in January 2024. Based on the position as at the end of January 2024, £20.2m of the grant

funding received to date has now been allocated and £3.0m remains unallocated. A further £1.0m funding is expected to be received following the quarter 3 claim.

143. The use of funding received to date to support the on-going operation of the scheme in Oxfordshire is set out in Annex C.

### **General Balances**

144. The risk assessed level of balances for 2023/24 is £30.2m. During the year £0.2m has been agreed to be used to fund a supplementary estimate for staffing costs to support development of One - Fleet approach to the council's vehicles and £0.2m has been used to fund a supplementary estimate to fund a deficit budget for a school with a forced academisation.
145. Cabinet are recommended to approve a further £0.2m Supplementary Estimate request to meet one-off ill health/injury costs incurred in Community Services in 2023/24.
146. After taking account of the use of contingency and funding from the COVID-19 reserve to support the overall forecast breakeven position, balances would be £29.8m, £0.4m below the risk assessed level of £30.2m at year end.



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

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance underspend- overspend+	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	£000	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Adult Services	229,257	229,257	0	0.00%	0	0	G
Children's Services	172,007	184,961	12,954	7.53%	12,818	136	R
Environment and Place	75,342	72,395	-2,947	-3.91%	-847	-2,100	G
Public Health	4,076	4,076	0	0.00%	0.0	0	G
Community Safety	27,656	28,056	400	1.45%	485.0	-85	A
Resources	73,496	75,389	1,893	2.58%	1,976	-83	R
<b>Directorate Total Net</b>	<b>581,834</b>	<b>594,134</b>	<b>12,300</b>	<b>2.11%</b>	<b>14,432</b>	<b>-2,132</b>	<b>R</b>

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

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance underspend- overspend+	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	£000	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
<b>Budget held Centrally</b>							0
Capital Financing	28,402	28,402	0	0.00%	0	0	
Interest on Balances	-16,629	-18,869	-2,240	13.47%	-1,821	-419	
Contingency and Inflation	9,160	500	-8,660	-94.54%	-7,000	-1,660	
Unringfenced Specific Government Grants	-43,954	-43,954	0	0.00%	0	0	
Insurance	1,436	1,436	0	0.00%	0	0	
Contribution from COVID-19 Reserve	-7,380	-8,780	-1,400	18.97%	-1,400	0	
Contribution from Budget Priorities Reserve	-2,370	-2,370	0	0.00%	0		
Contributions to (+)/from (-)reserves	20,665	20,665	0	0.00%	0	0	
Contribution to (+)/from(-) balances	7,600	7,600	0	0.00%	0	0	
<b>Total Budget held Centrally</b>	<b>-3,069</b>	<b>-15,369</b>	<b>-12,300</b>	<b>400.79%</b>	<b>-10,221</b>	<b>-2,079</b>	
<b>Net Operating Budget</b>	<b>578,765</b>	<b>578,765</b>	<b>0</b>	<b>0.00%</b>	<b>4,211</b>	<b>-4,211</b>	
							0
Business Rates & Council Tax Funding	-578,765	-578,765	0			0	
<b>Forecast Year End Position</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,211</b>	<b>-4,211</b>	

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

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
SCS1	Adult Social Care	25,846	26,446	600	800	-200
SCS2	Other Adult Social Care Services	5,425	4,825	-600	-700	100
SCS3	Housing & Social Care Commissioning	1,378	1,378	0	0	0
SCS4	Business Support Service	1,141	1,041	-100	-100	0
SCS5	Pooled Budget Contributions	195,467	195,567	100	0	100
<b>Total Adult Services</b>		<b>229,257</b>	<b>229,257</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
<b>CEF1</b>	<b><u>Education &amp; Learning</u></b>					
CEF1-1	Management & Central Costs	199	1,039	840	234	606
CEF1-2	SEND	7,499	7,499	0	1	-1
CEF1-3	Learning & School Improvement	1,345	1,345	0	0	0
CEF1-4	Access to Learning	30,378	33,678	3,300	3,300	0
CEF1-5	Learner Engagement Service	282	382	100	99	1
<b>Total Education &amp; Learning</b>		<b>39,703</b>	<b>43,943</b>	<b>4,240</b>	<b>3,634</b>	<b>606</b>
<b>CEF2</b>	<b><u>Early Help, Front Door + Social Care</u></b>					
CEF2-1	Family Help	9,962	8,876	-1,086	-812	-274
CEF2-2	Front Door	5,295	5,082	-213	110	-323
CEF2-3	Childrens Social Care - NEW	60,167	64,461	4,294	2,881	1,413
CEF2-9	Change - NEW	407	260	-147	0	-147
<b>Total Early Help, Front Door + Social Care</b>		<b>75,831</b>	<b>78,679</b>	<b>2,848</b>	<b>2,179</b>	<b>669</b>

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

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
<b>CEF3</b>	<b><u>Provider Services &amp; Safeguarding</u></b>					
CEF3-1	Provider Services	40,867	45,794	4,927	5,690	-763
CEF3-2	QA Safeguarding + Recruit & Retention	3,899	4,217	318	332	-14
CEF3-3	Services for Disabled Children - OLD	0	0	0	0	0
CEF3-4	Youth Offending Service - OLD	0	0	0	0	0
<b>Total Provider Services &amp; Safeguarding</b>		<b>44,766</b>	<b>50,011</b>	<b>5,245</b>	<b>6,022</b>	<b>-777</b>
<b>CEF4</b>	<b><u>Schools</u></b>					
CEF4-1	Delegated Budgets	0	0	0	0	0
CEF4-2	Nursery Education Funding (EY)	0	0	0	0	0
CEF4-3	Non-Delegated School Costs	216	216	0	0	0
CEF4-4	School Support Non-Negotiable Recharges	0	0	0	0	0
CEF4-5	Capitalised Repairs & Maintenance	0	0	0	0	0
<b>Total Schools</b>		<b>216</b>	<b>216</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
<b>CEF5</b>	<b><u>Children's Services Central Costs</u></b>					
CEF5-1	Management & Administration	8,280	8,828	548	863	-315
CEF5-2	Premature Retirement Compensation	3,211	3,284	73	120	-47
CEF5-3	Commissioning Recharge - OLD	0	0	0	0	0
<b>Total Children's Services Central Costs</b>		<b>11,491</b>	<b>12,112</b>	<b>621</b>	<b>983</b>	<b>-362</b>
<b>Total Children's Services</b>		<b>172,007</b>	<b>184,961</b>	<b>12,954</b>	<b>12,818</b>	<b>136</b>
<b>MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)</b>						
	Schools DSG	131,169	131,169	0	0	0
	High Needs DSG	84,694	107,694	23,000	21,200	1,800
	Early Years DSG	44,435	44,435	0	0	0
	Central DSG	4,992	4,992	0	0	0
<b>Total DSG Funded Expenditure</b>		<b>265,290</b>	<b>288,290</b>	<b>23,000</b>	<b>21,200</b>	<b>1,800</b>

**Business Management & Monitoring Report: Environment and Place**  
**Position to the end of January 2024**  
**Revenue Budget Monitoring**

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
EP1	Transport & Infrastructure	13,587	12,287	-1,300	-600	-700
EP2	Planning, Environment & Climate Change	37,600	37,000	-600	100	-700
EP3	Highways & Operations	21,530	20,430	-1,100	-400	-700
EP4	Directorate Support	2,625	2,678	53	53	0
<b>TOTAL ENVIRONMENT AND PLACE</b>		<b>75,342</b>	<b>72,395</b>	<b>-2,947</b>	<b>-847</b>	<b>-2,100</b>

**Business Management & Monitoring Report : Public Health & Community Safety**  
**Position to the end of January 2024**  
**Revenue Budget Monitoring**

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
<b>PH 1 &amp; 2</b>	<b>Public Health Functions</b>					
PH1-1	Sexual Health	6,440	6,240	-200	-200	0
PH1-2	NHS Health Check Programme	645	745	100	100	0
PH1-3	Health Protection	8	8	0	0	0
PH1-4	National Child Measurement Programme	150	150	0	0	0
PH1-5	Public Health Advice	150	150	0	0	0
PH1-6	0 - 5 year olds	8,848	8,848	0	0	0
PH2-1	Obesity	1,324	1,224	-100	-100	0
PH2-2	Physical Activity	420	420	0	0	0
PH2-3	Public Health General	2,536	2,436	-100	0	-100
PH2-4	Smoking and Tobacco Control	615	615	0	0	0
PH2-5	Children's 5-19 Public Health Programmes	2,297	2,297	0	0	0
PH2-6	Other Public Health Services	1,734	1,634	-100	-100	0
PH2-7	Drugs and Alcohol	10,517	10,717	200	300	-100
PH2-8	Domestic Violence	1,448	1,448	0	0	0
	<b>Total Public Health Functions</b>	<b>37,132</b>	<b>36,932</b>	<b>-200</b>	<b>0</b>	<b>-200</b>
<b>PH3</b>	<b>Public Health Recharges</b>	<b>576</b>	<b>576</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PH4</b>	<b>Grant Income</b>	<b>-33,632</b>	<b>-33,632</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Transfer to Public Health Reserve</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>200</b>
	<b>Total Public Health</b>	<b>4,076</b>	<b>4,076</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Business Management & Monitoring Report : Public Health & Community Safety**  
**Position to the end of January 2024**  
**Revenue Budget Monitoring**

		Change in Variance	Variance Last Cabinet Reporting Month	Projected Year End Variance	Projected Full Year Spend	Net Budget (Latest Estimate)
		£000	£000	£000	£000	£000
				underspend- overspend+		
CDA3	Community Safety	-85	485	400	28,056	27,656
Total Community Safety		-85	485	400	28,056	27,656

**Business Management & Monitoring Report: Resources**  
**Position to the end of January 2024**  
**Revenue Budget Monitoring**

		<b>Net Budget (Latest Estimate)</b>	<b>Projected Full Year Spend</b>	<b>Projected Year End Variance</b>	<b>Variance Last Cabinet Reporting Month</b>	<b>Change in Variance</b>
		<b>£000</b>	<b>£000</b>	<b>underspend-overspend+</b> <b>£000</b>	<b>£000</b>	<b>£000</b>
COD1	Corporate Services	2,334	2,334	0	0	0
COD2	Human Resources & Organisational Development	4,797	4,248	-549	-273	-276
COD3	Communications, Strategy & Insight	3,470	3,372	-98	25	-123
COD4	ICT & Digital	10,520	11,102	582	657	-75
COD5	Culture & Customer Experience	12,734	13,282	548	402	146

**Business Management & Monitoring Report: Resources**  
**Position to the end of January 2024**  
**Revenue Budget Monitoring**

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
COD6	Finance	8,919	9,399	480	347	133
COD7	Property, Investment & FM	19,743	20,173	430	371	59
COD8	Law & Governance	8,016	8,516	500	447	53
COD9	Delivery & Partnership	2,963	2,963	0	0	0
<b>Total Resources</b>		<b>73,496</b>	<b>75,389</b>	<b>1,893</b>	<b>1,976</b>	<b>-83</b>

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

**CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:**

Directorate (CD = Cross Directorate)	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Grand Total							0	0

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

**NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE**

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	Mar	Jan	Supporting families PBR Q3 23.24	CEF3-2	QA Safeguarding + Recruit + Retention	T	173	0
				VSMGT	Strategic Measures	T	0	-173
			Budget moved in 2022-23. Virement for NI adjustment this year	COD6	Finance & Procurement	P	1	0
				SCS1	Adult Social Care	P	-1	0
			Knights Court budget closure - budget relocation	COD7	Property, Investment & FM	P	0	0
				SCS1	Adult Social Care	P	0	0
			2024 Gold Pay Award 3 mths part year Jan-Mar	COM4-2	Fire & Rescue	T	5	0
				VSMGT	Strategic Measures	T	-5	0
			SLT Move to their respective CC	COD1	Corporate Services	P	-574	0
				COD4	ICT & Digital	P	-18	0
				COD8	Law & Governance	P	187	0
				EP4-1	Records & Systems	P	214	0
				SCS1	Adult Social Care	P	191	0
CS	Mar	Dec	DSG Contribution re Teachers Pay Awards 2023-23	CEF1-2	SEND Service	T	0	0
				CEF1-5	Learner Engagement	T	2	-2
				CEF4-3	Non-Delegated Schools Costs	T	-2	2
			EY DSG contribution re pay award 2023-24 Children	CEF1-2	SEND Service	P	2	-2
				CEF1-3	Learning & School Improvement	P	13	-13
				CEF1-4	Access to Learning	P	17	-17
				CEF4-2	Early Years Funding Formula	P	-34	34
				CEF5-1	Management & Admin	P	2	-2
			Pay Award 2023-24 HN DSG Contribution - Green Book Leavers	CEF1-2	SEND Service	T	0	0
				CEF1-5	Learner Engagement	T	0	0

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

**NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE**

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			HN DSG Contribution re Pay Award 2023-24 - Green Book Filled Posts	CEF1-2	SEND Service	P	-54	54
				CEF1-3	Learning & School Improvement	P	9	-9
				CEF1-5	Learner Engagement	P	8	-8
				CEF3-2	QA Safeguarding + Recruit + Retention	P	3	-3
				CEF5-1	Management & Admin	P	33	-33
			CB DSG contribution re pay award 2023-24 Children re Green Book Filled Posts	CEF1-3	Learning & School Improvement	P	0	0
				CEF1-4	Access to Learning	P	39	-39
				CEF1-5	Learner Engagement	P	24	-24
				CEF4-3	Non-Delegated Schools Costs	P	-101	101
				CEF5-1	Management & Admin	P	39	-39
			DSG Central Block Pay Award 2023-24 Arrears re leavers Apr-Oct 2023	CEF1-5	Learner Engagement	T	1	-1
				CEF4-3	Non-Delegated Schools Costs	T	-1	1
			Dedicated Recruitment Officer Roles	CEF2-9	Change	P	-80	0
				CEF5-1	Management & Admin	P	80	0
			Amendment to ESFA funded places	CEF1-2	SEND Service	P	-30	30
			Permanenet funding for shortfall in Childrens Housing	CEF2-3	Childrens Social Care	P	-100	0
				CEF3-1	Provider Services	P	70	30
	Jan		MASH, IAS, Strengthening Families re-align	CEF2-1	Early Help	P	30	0
				CEF2-2	Front Door	P	692	0
				CEF2-3	Childrens Social Care	P	-190	0
				CEF2-9	Change	P	-532	0
			QA, Safeguardng, R&R re-alignment	CEF2-3	Childrens Social Care	P	-125	0
				CEF2-9	Change	P	-394	0
				CEF3-2	QA Safeguarding + Recruit + Retention	P	519	0
			Additional Funding 23-24 YJ Grant	CEF3-1	Provider Services	T	7	-7
			Create income & Expenditure budget for S31 Grant Implementation of Supported Accommodation	CEF3-1	Provider Services	P	299	-299

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

**NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE**

AS	Mar	Dec	ASC Inflation Budget Realloc 23/24	ACSNPOOL	Live Well Pool	P	434	-434
				BCFPPOOL	Age Well Pool	P	12	-12
				SCS5	Pooled Budget Contributions	P	0	0
			Health Reserves Drawdown	ACSNPOOL	Live Well Pool	T	52	-52
				SCS5	Pooled Budget Contributions	T	0	0
			23AS19 saving realignment	ACSNPOOL	Live Well Pool	P	1,100	-1,100
				SCS5	Pooled Budget Contributions	P	0	0
			CQC Review and Assessment Grant 2023/24	SCS1	Adult Social Care	T	27	-27
		Jan	HESC adjustments	SCS2	Other Adult Social Care Services	P	-6	6
			24AD4 Saving stretch move to Live Well	ACSNPOOL	Live Well Pool	P	-500	500
				SCS5	Pooled Budget Contributions	P	0	0
RES	Mar	Jan	reallocate budgets to align with expenditure	COD7	Property, Investment & FM	P	44	-44
EP	Mar	Jan	TRO and Traffic signals from Ops to Network	EP3-1	Highway Maintenance	P	-430	0
				EP3-2	Network Management	P	430	0
Grand Total							1,581	-1,581

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

**CABINET IS RECOMMENDED TO APPROVE THE SUPPLEMENTARY ESTIMATE AS DETAILED BELOW:**

Directorate (CD = Cross Directorate)	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	March	Jan	Supplementary estimate to cover the one-off ill health/injury costs incurred during 2023/24 in Community Services	COM4-2	Fire & Rescue	T	159	
				VSMMGT	Strategic Measures	T	-159	
Grand Total							0	0



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

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
<b>Revenue Grants Unapplied</b>				
Grants and Contributions Reserve	37.0	-16.9	20.1	This reserve holds unspent ring-fenced grants and contributions committed to be spent in future years. This includes the Public Health ringfenced grant and funding for the on-going cost of the Homes for Ukraine Scheme.
COVID-19 Reserve	15.4	-9.3	6.1	This reserve is set up to meet ongoing and emerging pressures and longer term service demands arising from the COVID-19 Pandemic. The use of £13.4m funding from the reserve is built into the council's Medium Term Financial Plan agreed in February 2023. After taking account of the additional £1.6m use of the reserve in 2023/24 £0.4m remains uncommitted.
Government Initiatives Reserve	2.3	-0.5	1.8	This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.
<b>Subtotal Revenue Grants Unapplied</b>	<b>54.8</b>	<b>-26.7</b>	<b>28.0</b>	
<b>Corporate Priorities</b>				
Budget Priorities Reserve	11.4	-9.8	1.6	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Strategy.
Transformation Reserve	1.5	0.0	1.5	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Zero Emissions Zone	0.5	0.0	0.5	This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEZ in the future years.

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

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
Youth Provision Reserve	0.3	-0.3	0.0	Funding for locality based youth provision
<b>Subtotal Corporate Priorities</b>	<b>13.7</b>	<b>-10.1</b>	<b>3.6</b>	
<b>Funding for Risk</b>				
Insurance Reserve	12.9	0.0	12.9	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.
Demographic Risk Reserve	13.0	4.0	17.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility. This reserve will help to manage demographic risk.
Council Elections	0.4	0.2	0.6	This will be used to fund future elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Redundancy Reserve	2.4	0.0	2.4	This reserve is available to fund redundancy costs arising from Transformational Change.
Trading Accounts	0.2	-0.2	0.0	This reserve holds funds relating to traded activities to help manage volatility year to year or future investments.
Council Tax Collection Fund Reserve	3.0	0.0	3.0	This reserve holds any surplus/ deficit as a result of income from council tax being more or less than originally estimated
Business Rates Reserve	9.5	0.1	9.6	This reserve is to smooth the volatility of Business Rates income and to mitigate risk around future changes to Business Rates. The use of the reserve will be considered through the Budget & Business Planning Process for 2024/25.
<b>Subtotal Risk</b>	<b>41.3</b>	<b>4.1</b>	<b>45.4</b>	

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

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
<b>Capital &amp; Equipment</b>				
Capital Reserves	67.8	0.3	68.1	This reserve has been established for the purpose of financing capital expenditure in future years. Drawdown will be confirmed later in the year.
Vehicle and Equipment Reserve	3.4	0.3	3.7	This reserve is to fund future replacements of vehicles and equipment.
Investment Pump Priming Reserve	2.0	-1.9	0.1	Funding held to meet the costs of self-financing schemes which require pump priming until the funds are returned. Agreed to be used to support the following schemes as part of the 2023/24 budget: Low Carbon Business Travel Project (grey fleet) £0.8m, Energy Efficiency Recycling Fund for OCC Maintained Schools £0.8m, Initial funding to develop plans for the workplace charging levy £0.2m.
<b>Subtotal Capital &amp; Equipment</b>	<b>73.2</b>	<b>-1.3</b>	<b>72.0</b>	
<b>Other Reserves</b>				
Schools' Reserves	12.9	0.0	12.9	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts which are operated in respect of inter-school activities.
Partnership Reserves	1.9	-1.6	0.3	This relates to funding for the Growth Deal
On Street Car Parking Reserve	4.9	0.2	5.1	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute.
<b>Subtotal Other Reserves</b>	<b>19.7</b>	<b>-1.4</b>	<b>18.4</b>	
<b>Total Earmarked Reserves</b>	<b>202.7</b>	<b>-35.4</b>	<b>167.4</b>	

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

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
DSG Unusable Reserve *	-41.1	-22.9	-64.0	
DSG High Needs deficit within Unusable Reserve *	-46.8	-22.9	-69.7	
Total Earmarked Reserves after DSG Unusable Reserve	161.6	-58.3	103.4	

**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

Ringfenced	Directorate	Issued By	Estimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
Page 119	<b>Adult Services</b>					
	R Improved Better Care Fund	DHSC	10,705	0	0	10,705
	R Adult Social Care Market Sustainability and Improvement Fund	DHSC	5,366	0	0	5,366
	R Adult Social Care Discharge Fund	DHSC	1,501	0	0	1,501
	R Adult Social Care Market Sustainability and Improvement Fund - Workforce Fu	DHSC	0	3,485	27	3,512
	<b>TOTAL ADULT SERVICES</b>		<b>17,572</b>	<b>3,485</b>	<b>27</b>	<b>21,084</b>
	<b>Children's Services</b>					
	<b>Dedicated School Grants</b>					
	R Dedicated Schools Grant (DSG) - Schools Block	DfE	131,138	31	0	131,169
	R Dedicated Schools Grant (DSG) - Central Block	DfE	4,992	0	0	4,992
	R Dedicated Schools Grant (DSG) - Early Years Block	DfE	44,341	94	0	44,435
	R Dedicated Schools Grant (DSG) - High Needs Block	DfE	85,288	-564	0	84,724
	<b>Subtotal DSG Grants</b>		<b>265,759</b>	<b>-439</b>	<b>0</b>	<b>265,320</b>
	<b>School Grants</b>					
	R Pupil Premium	DfE	7,663	531	0	8,194
	R Teacher's Pension Grant	DfE	274	-264	0	10
	R Teacher's Pay Grant	DfE	95	-95	0	0
	R Coronavirus (COVID-19) National Testing Programme	DfE	0	0	0	0
	R Coronavirus (COVID-19) Alternative Provision Y11 Transition	DfE	0	0	0	0
	R Coronavirus (COVID-19) Education Recovery NQT	DfE	0	0	0	0

**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

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Ringfenced	Directorate	Issued By	Estimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
R	Coronavirus (Covid-19) Schools Fund	DfE		0	0	0
R	National Professional Qualification Grant	DfE	0	15	0	15
R	Early Career Framework - Mentor	DfE	0	93	0	93
R	Early Career Framework - Off Timetable	DfE	0	161	0	161
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	280	39	0	319
R	Coronavirus (COVID-19) Recovery Premium	DfE	0	462	0	462
R	Coronavirus (COVID-19) School Let Tutoring Grant	DfE	0	408	0	408
R	PE and Sport Grant	DfE	2,266	-49	0	2,217
R	Teacher's Pay Additional Grant	DfE	0	1,404	0	1,404
R	Universal Infant Free School Meals	DfE	3,938	109	0	4,047
R	Early Year Supplement Grant	DfE	0	2,978	0	2,978
R	Mainstream Schools Additional Grant	DfE	0	4,285	0	4,285
	<b>Subtotal School Grants</b>		<b>14,516</b>	<b>10,077</b>	<b>0</b>	<b>24,593</b>
	<b>Other Children's Services Grants</b>					
R	School Improvement Monitoring & Brokering Grant	DfE	0	0	0	0
R	Additional support for schools in financial difficulty	DfE			331	331
R	Youth Justice Board	YJB	674	30	7	711
R	Asylum (USAC and Post 18)	HO	3,997	2,580	0	6,577
R	Afghan Resettlement Education Grant	DfE	0	0	0	0
R	Afghan Settler Holding Hotel Grant	DfE	0	0	0	0
R	Extension of Virtual School Heads - children with social worker	DfE	0	135	0	135
R	Extension of Virtual School Heads - previously looked after children	DfE	0	66	0	66
R	Pupil Premium Plus Post 16 pilot	DfE	0	45	0	45

**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

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Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Extended Personal Adviser Duty Grant	DfE	103	9	0	112
R	Leaving Care Allowance Uplift	DfE			136	136
R	Staying Put Implementation Grant	DfE	288	0	0	288
R	Remand Framework	YJB	72	-36	0	36
R	Reducing Parental Conflict Workforce Development Grant	YJB	0	48	0	48
R	Supported Internships for Young People with SEND	DWP	54	0	0	54
R	Holiday Activities and Food Programme	DfE	296	1,203	0	1,499
R	Attach ASF	DfE	0	15	0	15
R	Intervention Delivering Better Value in SEND - Grant for Data Analysis	DfE	0	0	1,000	1,000
R	Fam Grp Conferences	DfE	0	54	0	54
R	Multiply	DfE	899	0	0	899
R	Home for Ukraine Education	DfE	0	0	0	0
R	Turnaround Programme	YJB	64	63	0	127
R	Strengthening Multi-Agency Leadership for reform	DfE			47	47
R	Implementation of Supported Accommodation Reforms	DfE			299	299
	Subtotal Other Children's Services Grants		<b>6,447</b>	<b>4,212</b>	<b>1,820</b>	<b>12,479</b>
	<b>TOTAL CHILDREN'S SERVICES</b>		<b>286,722</b>	<b>13,850</b>	<b>1,820</b>	<b>302,392</b>
	<b>Environment &amp; Place</b>					
R	Bus Service Operators Grant	DfT	514	0	0	514
R	Natural England	DEFRA	227	0	0	227
R	Energy Mapping	DEFRA	0	0	0	0
R	COVID BSSG	DFT	0	48	0	48
R	Biodiversity Net gain Grant	DEFRA	0	27	0	27

**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

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Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Woodland Creation Accelerator Fund (WCAF)	DEFRA	0	75	0	75
R	Air Quality SSCL Grant	DEFRA			127	127
R	Capability Fund	DFT			260	260
R	Zero Emission Zone Pilot	DEFRA	0	0	0	0
	<b>TOTAL ENVIRONMENT &amp; PLACE</b>		<b>741</b>	<b>150</b>	<b>387</b>	<b>1,278</b>
R	<b>Public Health</b>					
	Public Health Grant	DHSC	33,632	0	0	33,632
	<b>TOTAL PUBLIC HEALTH</b>		<b>33,632</b>	<b>0</b>	<b>0</b>	<b>33,632</b>
	<b>Community Safety</b>					
R	Fire Fighter's Pension Fund Grant	DLUHC	1,361	0	0	1,361
R	Fire Protection Uplift Grant	DLUHC	0	303	0	303
R	Fire Fighter's New Dimensions Grant	DLUHC	40	0	0	40
	<b>TOTAL COMMUNITY SAFETY</b>		<b>1,401</b>	<b>303</b>	<b>0</b>	<b>1,704</b>
	<b>Resources</b>					
R	Homes for Ukraine *	DLUHC	6,503	0	0	6,503
R	Music Service	AC	844	0	0	844
R	MaaS:CAV	Innovate UK	313	0	0	313
R	Park & Charge	Innovate UK	206	0	0	206
R	Virgin Park & Charge	Innovate UK	7	0	0	7
R	Data Driven Safety Tool	Innovate UK	91	0	0	91
R	Quantum Gravitometer	Innovate UK	69	0	0	69



**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

Ringfenced	Directorate	Issued By	Esimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
R	Resilient CAV	Innovate UK	25	0	0	25
R	Heart Park Project	DfT	90	0	0	90
R	GTC DfT Congestion Tool	DfT	59	0	0	59
R	CAVL4R	DfT	11	0	0	11
	<b>TOTAL RESOURCES</b>		<b>8,219</b>	<b>0</b>	<b>0</b>	<b>8,219</b>
	<b>Strategic Measures</b>					
U	Lead Local Flood Authority	DEFRA	45		-45	0
U	Extended Rights to Free Travel	DfE	278	531		809
U	Firelink	DLUHC	213	-83		130
U	Local Authority Delivery Support Funding	DLUHC	0	123		123
U	Key Stage 2 Moderation & Phonics	DLUHC	0	21		21
U	Supporting Families - previously Troubled Families	DLUHC	1,048	204	173	1,425
U	New Homes Bonus	DLUHC	1,700			1,700
U	Local Reform & Community Voices	DfE	328			328
U	Social Care in Prisons Grant	DfE	187			187
U	Social Care Support Grant (including Independent Living Fund)	DLUHC	32,669			32,669
U	Services Grant	DfE	2,800			2,800
U	Domestic Abuse Duty Grant	DLUHC	1,141		26	1,167
U	Supplementary Substance Misuse Treatment & Recovery Grant	OHID	0	635		635
U	Supplementary Substance Misuse Treatment & Recovery Housing Grant	OHID	0	641	-19	622
U	Supplementary Substance Misuse Inpatient Detox & Rehabilitation	OHID	0	80		80
U	Rough Sleeping Drugs & Alcohol Grant	DLUHC	0	1,140		1,140
U	Rough Sleeping Strategy - care leavers	DLUHC	0	95		95

**Business Management Report**  
**Position to the end of January 2024**  
**Government Grants 2023/24**

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Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
U	Dual Running & Client Level Data	DHSC	0	20		20
	<b>Subtotal Strategic Measures</b>		<b>40,409</b>	<b>3,406</b>	<b>135</b>	<b>43,950</b>
	<b>Business Rates</b>					
U	Section 31 Grant for Business Rate Compensation	DLUHC	14,427	4,671		19,098
U	Business Rates S31 Grant Top-Up	DLUHC	42,662	-2,686		39,976
	<b>Subtotal Business Rates</b>		<b>57,089</b>	<b>1,985</b>	<b>0</b>	<b>59,074</b>
	<b>Grants held on behalf of Local Enterprise Partnership</b>					
R	Oxford Innovation Business Support	BEIS	205		0	205
R	European Regional Development Fund		900		-900	0
R	DCLG (Local Enterprise Partnership Funding)	DLUHC	500		335	835
	<b>Subtotal Grants held on behalf of Local Enterprise Partnership</b>		<b>1,605</b>	<b>0</b>	<b>-565</b>	<b>1,040</b>
	<b>TOTAL STRATEGIC MEASURES</b>		<b>99,103</b>	<b>5,391</b>	<b>-430</b>	<b>104,064</b>
	<b>Total All Grants</b>		<b>447,390</b>	<b>23,179</b>	<b>1,804</b>	<b>472,373</b>

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

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

	<b>Forecast 2023/24</b>	
	£m	£m
General Balances: Outturn 2022/23	22.643	
County Fund Balance		<b>22.643</b>
Planned Contribution to Balances (February 2023)		6.800
Planned Contribution from Balances (June 2023)		0.800
<b>Original forecast outturn position 2023/24</b>		<b>30.243</b>
<b>Additions</b>		0.000
<b>Calls on balances deducted</b>		
Staffing costs to support development of One - Fleet approach to the council's vehicles (Supplementary Estimate agreed May 2023)		-0.180
Supplementary estimate for a school with a forced academisation that has a deficit budget		-0.200
		<b>-0.380</b>
<b>Automatic calls on/returns to balances</b>		0.000
<b>Additional Strategic Measures</b>		
Forecast Strategic Measures Overspend /Underpend		0.000
<b>Net General Balances</b>		<b>29.863</b>
<b>Calls on / returns to balances requested in this report</b>		0.000
<b>Forecast Variation at Year End</b>		
Less forecast overspend (as set out in Annex 1)		0.000
<b>Forecast Outturn position</b>		<b>29.863</b>
<b>Risk Assessed Level of Balances for 2023/24</b>		<b>30.200</b>
<b>Surplus/(deficit) balances compared to risk assessed level</b>		<b>-0.34</b>

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## **Annex C**

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

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

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

In two-tier areas it is a condition of the funding that councils must agree a plan locally to:

- make prompt payments to lower-tier councils in relation to all the services which they provide to guests under the scheme, during the full duration of the scheme, including for services such as homelessness assistance for which lower-tier councils are responsible
- make an immediate payment to lower-tier councils in relation to any upfront costs.

This tariff funding is in addition to separate funding received for: education, payments to host households and the specific funding to reduce homelessness, including the capital funding through the Local Authority Housing Funding (LAHF), for the city and district councils.

### **Response in Oxfordshire**

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

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

These schemes have been overseen and managed through the decision making, finance and procurement processes of the relevant organisations.

Formal grant agreements for the funding were allocated to the city and district councils, which was apportioned in outline before the volume of Ukrainian guests in Oxfordshire was known – the number of guests drives the tariff funding we receive. The level of the funding, given the numbers of guests in the county, meant that the conclusion of the grant agreements was a key decision. Initial allocations were agreed by Cabinet in July 2023 with further allocation to be agreed by the County Council's Executive Director for Finance and Resources, in consultation with district and city Section 151 officers. This Annex is provided to Cabinet to give an update on further allocations up to January 2024.

### **Original and additional allocations**

The table below presents the original allocations, alongside the new allocations as of January 2024.

Programme element - allocations	Allocation at July 2023 £ m	Allocation at Jan 2024 £ m
Guest payments, DBS etc.	0.6	0.6
Wraparound support	0.4	0.6
Community Liaison Officers	0.3	0.5
Rematching resources (lead authority: Oxford City Council)	0.2	0.4
Funding allocated to County, City and Districts	5.8	7.4
Top-up payments for hosts	1.6	1.8
Bus passes	1.0	1.0
Move-on (lead authority: South Oxfordshire and Vale of White Horse District Councils)	6.0	6.2
Employment and Skills programme (lead authority: Oxfordshire County Council)	1.2	1.6
Football Inclusion Officer (Lead authority: Cherwell)		0.035
Community Grants (Lead authority: Cherwell)		0.050
Aspire Employment Project (Lead authority: OCC)		0.013
Impact Assessment (Lead authority: OCC)		0.020
<b>Total allocated funding (May 2023/ Dec 2023)</b>	<b>16.9</b>	<b>20.2</b>
<b>Total tariff funding (May 2023/ Dec 2023)</b>	<b>21.0</b>	<b>23.0</b>
<b>Unallocated funding (May 2023/ Dec 2023)</b>	<b>4.1</b>	<b>3.0</b>

### Guest Payments

*£482,600 spend by Jan 2024 – no increase in allocation.*

£200 paid to Ukrainian guests when they arrive at host accommodation in Oxfordshire. This is a one-off 'welcome' payment managed by Oxfordshire County Council.

### Wraparound support for Ukrainian guests

*£362,162 spend by Jan 2024 – allocation increased to £0.6m (new contract awarded)*

Support provided through a contract with a community/ voluntary sector provider to provide a range of interventions, activities and events to support Ukrainians living in Oxfordshire, as well as helping new arrivals settle in and find their bearings. The support included help to access to suitable accommodation, finding employment, supporting volunteering and training opportunities and accessing vital support/ health/ welfare services. A new one-year contract (option to extend for another year – included in costings) will start in March 2025 and will focus more on signposting to existing services, as well as providing additional health and wellbeing support.

### Community Liaison Officers

*£229,262 spend by Jan 2024 - allocation increased to £0.5m (resource extended to March 2025)*

These officers are linked to city and district council areas and work closely with the wrap around support provided through the contract above. The officers provide support for Ukrainian hosts and guests in their localities and provide an overview of community services and support.

### **Rematching resources**

*£202,481 spend by Jan 2024 - allocation increased to £0.4m (resource extended to March 2025)*

Led by a team located in Oxford City Council, this partnership work enables a county-wide approach to prevent Ukrainian guests from becoming homeless by rematching them with hosts, when necessary. This reduces the risk of homelessness and the need for emergency temporary accommodation. By working together across Oxfordshire, this enables strategic policies and processes to be put in place to support consistency across the county.

### **Initial funding allocated for Administration/ discretionary costs**

*£3,869,077 spend by Jan 2024 – allocation increased to £7.4m resource extended to March 2025)*

Funding for city, district and county councils to cover the costs of administering the Homes for Ukraine scheme. This work delivers the objectives of the Oxfordshire Migration Partnership, which is to ensure a warm welcome for all new arrivals and embrace and support independent living for those staying in the county.

Administration costs include:

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

An initial payment of £500,000 was made to each district / city area with additional funding being paid according to costs and need from the unallocated funded.

### **Top up for host payments**

*£678,100 spend by Jan 2024 - allocation increased to £1.8 (host top-up payments)*

On-going, additional payment made to hosts as a 'top up' over and above Government agreed payments. Each sponsor (host) in Oxfordshire receives £550 per month. The reason for increasing the payments to all hosts is to encourage on-going hosting arrangements and maintain a consistent payment level through variably national offers.

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

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

### **Bus passes for Ukrainian guests**

*£769,835 spend by Jan 2024 – no additional allocation*

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

### **Move on: Staffing support and to Private Rented Sector (PRS)**

*£454,443 spend by Jan 2024 – total allocation is £3.9m (Resource agreed to March 2025)*

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

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

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

### **Employment support**

*£464,800 spend by Jan 2024 – increased allocation to £1.6m (if the project is extended to 24 months, rather than current 18 months) – any extension will require approval by Gold (Oxfordshire Chief Executives)*

This is a new scheme, being led by Oxfordshire County Council, working closely with partners across the county.

Stable employment is critical for Ukrainian guests to be able to access sustainable accommodation and minimise homelessness. The new support includes:

- Preparing for work in the UK
- Into work (including the securing of jobs, childcare, transport)
- Work experience
- Voluntary work
- Training and conversion courses
- Courses for English Speakers of Other Languages (ESOL) and work based ESOL (WBESOL)
- Self-employment
- Information and signposting.

### **District and City Council grant agreements**

The additional funding allocation is set out in the table below, with further funding as required by each council within the overall Homes for Ukraine envelope, agreed by the Director of Finance on the presentation of a business case, in consultation with city and district councils s151 officers.

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



Funding element	County	City	CDC	SODC	VOWH	WODC
Guest payments, DBS etc.	650312					
Wraparound contract	625495					
Community Liaison Officers 12 months		50000	50000	50000	50000	0
Community Liaison Officers extension		71137	78153	84653	49873	22459
Rematching resources		429330	0	0	0	0
Admin/Discretionary (initially capped at £500k)	3578840	1050000	500000	1019000	670000	500000
Host payment top ups	1800000					
Bus passes	1029000					
Football Inclusion Officer			35000			
Employment and Skills Programme	1600000					
Aspire Employment Project	13060					
Community Grants Scheme			50000			
Impact assessment	20000					
Moving on staffing support		0	0	404000	0	0
Moving on Private Rental Support		633000	544000	977000	693000	655000
Moving on - not yet allocated	2330000					
<b>Total funding</b>	<b>£11,646,707</b>	<b>£2,233,467</b>	<b>£1,257,153</b>	<b>£2,534,653</b>	<b>£1,462,873</b>	<b>£1,177,459</b>

The reason there is a discrepancy between the admin/discretionary allocations is because some districts have budget remaining from their original allocations which will cover their requests for additional funding for staffing to March 2025. Ongoing monitoring will enable us to check whether further funding will be required beyond this.

### Finance plan

A finance plan is in place to maintain oversight of the funding and manage payments to the District/City councils.

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

Quarterly finance reports are presented to the partnership to maintain oversight of the HfU funding.

Additional funding is being sourced via the city and district councils' wider asylum resettlement funds to finance the adaptation of HfU services to support other refugees and asylum seekers in the county, as requested by chief executives. For 2024-25, it was agreed that 20% (£13,326.67 from each district) of the staff costs for the central system support teams - the Programme Management Team based in the County Council, and the Housing Capacity Team based at South & Vale District Councils – will be financed using this resettlement funding. A process has been set up to claim this funding back from the city and district councils through the new round of grant funding letters associated with the HfU agreement – this will avoid the need for a separate 'reverse' grant agreement.

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## **Cost of Living Update and Proposed Use of Funding in 2024/25 and 2025/26**

The 2024/25 cost of living programme has successfully delivered £9m cost of living funding to Oxfordshire residents. This has included launching a new Resident Support Scheme, providing £0.610m crisis grants to 1,100 households up to January 2024. In addition, £1.550m cost of living support was paid to 3,400 qualifying residents who missed out on national funding, a take up rate of over 84%.

In the last three years funding has been provided in the form of the Household Support Fund (HSF), with the fourth iteration providing £6.7m grant funding for the current financial year. In 2023/24 this has been supplemented by £2.3m one – off funding agreed as part of the council's budget in February 2023 as well as £0.5m from the emergency welfare fund (funded from the COVID-19 reserve), to create the 2023/24 Cost of Living programme as set out in the report to Cabinet in March 2023.

As part of the Budget Statement on 6 March 2024 the government announced £0.500m funding nationally for a six month extension of the Household Support Fund at the current level from April to September 2024. Further information is awaited on the council's allocation and grant conditions.

Monies provided through the 2023/24 Household Support Fund (HSF4) are required to be spent by 31 March 2024 or otherwise returned to government so priority has been given to ensuring this funding is fully spent. In the absence of any previous information about further funding in 2024/25, projects within the programme have been prudently managed in 2023/24 to minimise the need to draw down from the emergency welfare fund, rather than being recycled into other projects on the basis that this would mean there was some resource for welfare projects in 2024/25 when the HSF was expected to have ended.

The extension of the HSF means that plans can be made for a new programme of expenditure in the first half of 2024/25. The largest item of expenditure in the Cost of Living programme has been support with food costs for families of children entitled to Free School Meals (FSM), at £3.5m. Given that the announcement of a fifth round of HSF (HSF5) provides more cost of living funding in 2024/25 than previously anticipated, it is proposed to use £0.5m from the 2023/24 Cost of Living programme to meet the costs of providing FSM equivalent support during the 2024 Easter Holidays. This funding will be provided to schools ahead of the Easter holiday period to allow them to purchase the support.

A £0.380m allocation from the Budget Priorities reserve to match fund council tax discount schemes for people on low incomes was agreed by Cabinet on 20 September 2022. Based on take up across all the districts £0.054m of this funding was not needed in 2023/24.

The following actions are proposed to maximise the cost of living and financial inequality resource in 2024/25:

- £0.5m unspent funding from the 2023/24 cost of living programme will be used to fund equivalent holiday support for free school meals in the Easter 2024 school holiday.
- £0.054m not required to be drawn down from the Budget Priorities reserve will be held in the reserve and used to increase the 2025/26 emergency welfare fund to £0.354m<sup>1</sup>.
- A report to Cabinet in early 2024/25 will set out proposals for the use of HSF5 as well as other opportunities for tackling financial deprivation and inequality, including the utilisation of additional funding included in the 2024/25 budget.

The table on the next page provides a summary of the financial position for the funding included in the 2023/24 budget.

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<sup>1</sup> £0.2m funding that was originally expected to support the emergency welfare fund in 2025/26 was brought forward into 2022/23 by a Cabinet decision in September 2022 in order to accelerate cost of living support during the most acute period of inflation and uncertainty related to the anticipated end of the energy price cap.

<b>Expenditure</b>	<b>Amount</b>	<b>Funding Source</b>	<b>Purpose</b>	<b>23/24 Outturn projection</b>	<b>Action Required</b>
Emergency Welfare Fund (£2,000,000 over 22/23 to 25/26)	£500,000	Covid Reserve	Provide financial support for household essentials	£500,000 available to fund FSM Holiday Support at Easter. The balance is available from the original allocations as follows: Take up of Cost of Living payment to people in receipt of Housing Benefit (£100,000) Holiday food vouchers for families of children entitled to FSM (£320,000) Returned credit from Post Office in relation to 2022/23 pensioner Cost of Living (CoL) payment	Expenditure to be reclaimed from Household Support Fund for 2024/25
Accelerated cost of living support (2022/23)	£200,000	Emergency Welfare Fund (25/26)	Cost of Living Support delivered by VCS organisations	Spent in full	None, but note that this is part of the £2m in the above line
Household Support Fund (23/24)	£6,720,000	DWP Household Support Fund (23/24)	Cost of Living (CoL) support for vulnerable households	Spent in full	
Additional CoL measures (23/24)	£2,300,000	Base budget	Cost of living support to be delivered by District Councils and VCS organisations	Spent in full	
Additional CoL measures (22/23)	£380,000	Budget Priorities Reserve	To provide matched funding to Districts Council Tax hardship schemes	£54,000 not drawn down by Council Tax authorities	£54,000 to remain earmarked in budget priorities reserve for draw down to top up emergency welfare fund in 2025/26



## Strategic Risk Management Overview

18. A strategic risk is a risk to the council's strategic priorities or long-term outcomes; or a risk with a significance that has an impact at the corporate level.
19. The table below provides an overview of the current strategic risk position. Strategic risks are reviewed monthly as part of the Business management and monitoring process. Risks can be added and escalated at any time during the year.
20. Update following the 2024/2025 budget being agreed by Council. The 2024/2025 budget has been agreed by Council on 20 February 2024. This has seen an improvement in the residual risk score and residual risk rating of the strategic risk 08 'The Inability to seek agreement in relation to the policy and budget framework from a minority administration' from 20, Red status in January 2024 to 12, Amber status in February 2024.

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

Table 9: Strategic Risk Overview for January 2024. Please note that a strategic risk regarding resilience in the face of climate change will be forthcoming early in 2024. The 2024/2025 budget has been agreed by Council on 20 February 2024. This has seen an improvement in the residual risk score and residual risk rating of the strategic risk 08 'The Inability to seek agreement in relation to the policy and budget framework from a minority administration' from 20, Red status in January 2024 to 12, Amber status in February 2024.

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**OXFORDSHIRE  
COUNTY COUNCIL**

# **Forward Plan**

**May - August 2024**

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

Date Issued: 2 April 2024



## The Cabinet's Forward Plan: Introduction

This Forward Plan outlines the decisions which are expected to be made over the coming four-month period by or on behalf of the County Council's Cabinet. **NB Also included, for ease of reference, are items for the current month.**

The Plan is arranged in Committee date order, Cabinet or Delegated Decision by Cabinet Member. (The members and their portfolios are listed in the table on the next page.) Each entry briefly describes the subject and scope of the decision; indicates the "target date" on which the decision is expected to be taken and by whom (eg whether the full Cabinet or an individual Cabinet Member); what documents (normally a report by an officer) are expected to be considered; and contact details for the officer(s) dealing with the matter.

Where consultation is being carried out prior to the decision being taken, the principal consultees are specified. The method of consultation will normally be by letter or – where the views of the wider public are to be sought – by press coverage, supplemented by local notices if the decision affects a particular area. Other methods, such as exhibitions, opinion surveys, community forums etc, may be used to supplement these.

The lists include any "key decisions" - those which are "significant" under the terms of government regulations. In general, a key decision may not be taken unless notice of it has been included in the Forward Plan. More detailed information on what is a key decision can be found in the Council's Constitution on the Council's website.<sup>1</sup> This can also be inspected at County Hall.

However, the Council has decided that Oxfordshire's Forward Plan should include all those matters which are expected to come before the Cabinet in the period of the Plan, whether or not they may give rise to key decisions.

If any key decisions are expected to be taken by officers within the Plan period under powers delegated by the Cabinet, these are included in the Plan.

Unless of a confidential nature, reports and other documents for any meeting can be inspected, from approximately a week before the meeting, at County Hall and online<sup>2</sup>. Copies can be supplied on request, at a charge to cover copying costs.

### Making Representations about Forward Plan Items

Anyone who wishes to make representations about a particular matter listed in the Plan should send their comments so as to reach the County Council at least a week before it is due to be considered. Comments should be either:

Posted to "Forward Plan", Law & Governance (Democratic Services), Corporate Services, County Hall, Oxford OX1 1ND, delivered in person to the same address or e-mailed to [forward.plan@oxfordshire.gov.uk](mailto:forward.plan@oxfordshire.gov.uk).

There is also a facility for making a short address to the Cabinet or Cabinet Member in person. The deadline for any request to do this is 9.00 am on the fourth working day before the matter is due to be considered. Requests should be emailed to [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk) or a form is available from Democratic Support Team, Law & Governance (Democratic Services), (contact as above, or telephone Oxford 810806) or online<sup>3</sup>.

<sup>1</sup> [Decision Making including Key Decisions](#) – Main Menu > About your Council > Meetings > The Constitution > Part 2, Article 14 – Decision Making

<sup>2</sup> [Agendas, Minutes & Reports](#) – Main Menu > About your Council > Meetings > Browse Committee Papers

<sup>3</sup> [Get Involved in Meetings](#) – Main Menu > About your Council > Meetings > Get involved in meetings

**Members of the Cabinet**

[Oxfordshire's Cabinet | Oxfordshire County Council](#)

## The Forward Plan

### Cabinet Meetings

**23 April 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Approval of new managed service recruitment contract</b> (Ref: 2023/343) Follow the retender exercise of the current Comensura contract and evaluation of bids for the new contract, we would like to seek cabinet approval to proceed to award stage	Cabinet (23 April 2024)	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Community & Corporate Services	Sue Galvin, Administrative Officer Support Tel: (01865) 328547	Director of Human Resources
<b>Future Generations</b> (Ref: 2023/361) For Cabinet to agree to the adoption of a Future Generations	Cabinet (23 April 2024)	No	None	N/A		Cabinet Member for Climate Change Delivery & Environment	Elena Grant, Policy Officer Tel: 07825 403173	Executive Director: Resources

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
mission statement								
<b>Biannual Climate Action Report</b> <i>(Ref: 2024/024)</i>  This report updates Cabinet on progress on Climate Action.	Cabinet <i>(23 April 2024)</i>	Yes - Affects more than 1 division	None			Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations	Sarah Gilbert, Climate Action Team Leader Tel: 07867 467797	Corporate Director Environment & Place
<b>Vision Zero Strategy</b> <i>(Ref: 2023/317)</i>  To seek approval of the Vision Zero Strategy	Cabinet <i>(23 April 2024)</i>	Yes - Affects more than 1 division	None	There will be a public consultation held via Lets Talk Oxfordshire	Decision due date for Cabinet changed from 27/02/2024 to 23/04/2024. Reason: Further work required	Cabinet Member for Highway Management	Caroline Coyne, Assistant Project Manager	Corporate Director Environment & Place
<b>Customer Experience Strategy</b> <i>(Ref: 2024/029)</i>  To approve the Council's Customer Experience Strategy	Cabinet <i>(23 April 2024)</i>	No	None			Cabinet Member for Community & Corporate Services	Mark Haynes, Director for Customer & Culture Services Tel: 07586 479051	Executive Director: People
<b>Capital Programme Approvals - May 2024</b> <i>(Ref: 2024/059)</i>  Report on variation to the capital programme for approval (as	Cabinet <i>(23 April 2024)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Executive Director: Resources

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
required).								
<b>PSTN Withdrawal Programme</b> <i>(Ref: 2024/109)</i>  Approval to proceed with this programme to reduce risks and mitigate the impacts of the withdrawal of Public Switched Telephone Network (PSTN) Services.  This is the legacy telephony network that connects calls via physical copper phone lines.	Cabinet <i>(23 April 2024)</i>	Yes - Affects more than one division and Capital Expenditure >£1m	None	N/A		Cabinet Member for Community & Corporate Services	Tim Spiers, Director of IT, Innovation, Digital & Transformation Tel: 07753 243223	Executive Director: Resources
<b>Delegated Powers Report for January to March 2024</b> <i>(Ref: 2024/110)</i>  To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated	Cabinet <i>(23 April 2024)</i>	No	None	N/A		Leader	Colm Ó Caomhánaigh, Democratic Services Manager Tel: 07393 001096	Director of Law & Governance and Monitoring Officer

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
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 call-in.								

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14 May 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Oxfordshire Councils Charter</b> <i>(Ref: 2023/351)</i>  Adoption of a charter to underpin our ways of working and commitment with Town and Parish Councils across Oxfordshire. This is a	Cabinet <i>(14 May 2024)</i>	Yes - Affects more than 1 division	None	N/A	Decision due date for Cabinet changed from 19/03/2024 to 23/04/2024. Reason: Further work required  Decision due date for Cabinet changed from 23/04/2024 to 14/05/2024. Reason: Further	Leader	Emily Schofield, Acting Head of Strategy Tel: 07881 311707	Chief Executive



## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
joint charter with Districts and City Councils and OALC.					work required			
<b>Workforce Report and Staffing Data - Quarter 4 - January to March 2024</b> <i>(Ref: 2023/279)</i>  Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.	Cabinet <i>(14 May 2024)</i>	No	None	N/A		Cabinet Member for Corporate Services	Cherie Cuthbertson, Director of Workforce and Organisational Development	Director of Finance
<b>Cost of Living programme for 2024/25</b> <i>(Ref: 2024/069)</i>  To agree an expenditure programme following the government's announcement of a six month extension to the Household Support Fund	Cabinet <i>(14 May 2024)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Public Health, Inequalities & Community Safety	Paul Wilding, Paul Wilding, Programme Manager (Cost of Living)	Executive Director: People

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Financial Monitoring Report</b> <i>(Ref: 2024/060)</i>  To note and seek agreement of the report and any recommendations.	Cabinet <i>(14 May 2024)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Executive Director: Resources

**18 June 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Business Management &amp; Monitoring Report - Annual Report, Provisional Revenue Outturn 2023/24 Provisional Capital Outturn 2023/24 and Outcomes Framework 24/25</b> <i>(Ref: 2024/061)</i>  To note the report and agree the recommendations	Cabinet <i>(18 June 2024)</i>	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Executive Director: Resources

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Modern Slavery Statement</b> <i>(Ref: 2024/002)</i>  Raising awareness and visibility of our newly-written Modern Slavery Statement.	Cabinet <i>(18 June 2024)</i>	No	None		Decision due date for Cabinet changed from 19/03/2024 to 23/04/2024. Reason: Further work required  Decision due date for Cabinet changed from 23/04/2024 to 18/06/2024. Reason: Further work required	Leader	Serin Gioan, Policy Officer	Chief Executive
<b>Capital Programme Approvals - June 2024</b> <i>(Ref: 2024/062)</i>  Report on variation to the capital programme for approval (as required).	Cabinet <i>(18 June 2024)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Natalie Crawford, Capital Programme Manager	Executive Director: Resources

# The Forward Plan

16 July 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Business Management &amp; Monitoring Report - May 2024</b> <i>(Ref: 2024/063)</i>  To note the report and approve the recommendations	Cabinet <i>(16 July 2024)</i>	No	None	N/A		Cabinet Member for Finance	Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163	Executive Director: Resources

# The Forward Plan

## Cabinet Member Decision Meetings

### Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations

**25 April 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><b>Household Waste Recycling Centres (HWRC) - New CCTV provision with ANPR camera's.</b> (Ref: 2024/056)</p> <p>To approve installation of new enhanced CCTV system across all HWRC's. including new ANPR (Automated Number Plate Recognition)</p>	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations (25 April 2024)	Yes - Capital Expenditure >£1m	None	N/A		Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations	Steve Burdis, Group Manager Waste Contracts	Corporate Director Environment & Place

# The Forward Plan

## Cabinet Member for Children, Education & Young People's Services

10 April 2024

<p><b>Family Safeguarding Plus Model (FSPM) - Domestic Abuse.</b> (Ref: 2024/047)</p> <p>Seek approval to proceed with the retender of the Family Safeguarding Plus Model (FSPM) Domestic Abuse service, and the application of the preferred option (Option 2) as outlined in the Business Case and presented at DLT 11<sup>th</sup> January 2024.</p>	<p>Delegated Decisions by Cabinet Member for Children, Education &amp; Young People's Services (10 April 2024)</p>	<p>Yes - Revenue Expenditure &gt; £500,000</p>	<p>None</p>	<p>Approach consulted on as part of Partnership agreement and the requirement to re-commission the FSPM service.</p>	<p>Decision due date for Delegated Decisions by Cabinet Member for Children, Education &amp; Young People's Services changed from 10/04/2024 to 15/05/2024. Reason: Further work required</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Children, Education &amp; Young People's Services changed from 15/05/2024 to 10/04/2024. Reason: Brought forward</p>	<p>Cabinet Member for Children, Education &amp; Young People's Services</p>	<p>Caroline Kelly, Lead Commissioner Start Well, Kerrie Evans, Commissioning Officer Start Well</p>	<p>Corporate Director for Children's Services</p>
<p><b>Renewal of Language contracts: Interpretation, translation and BSL</b> (Ref: 2023/203)</p> <p>To seek approval on the approach to renew the Interpretation, translation and BSL contracts which</p>	<p>Delegated Decisions by Cabinet Member for Children, Education &amp; Young People's Services (10 April 2024)</p>	<p>Yes - Revenue Expenditure &gt; £500,000</p>	<p>None</p>	<p>Internal staff user survey. Exploring the potential to engage residents groups who use the services.</p>	<p>Decision due date for Cabinet changed from 21/11/2023 to 27/02/2024. Reason: further work required.</p> <p>Decision due date for Cabinet changed from 27/02/2024 to 23/04/2024. Reason: Further work required</p>	<p>Cabinet Member for Children, Education &amp; Young People's Services</p>	<p>Louise McMartin, Joint Senior Commissioner Start Well</p>	<p>Corporate Director for Adults Services</p>

## The Forward Plan

expire in mid 2024.								
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**15 May 2024**

<b>Aston Rowant CE Primary School - Change of Category</b> <i>(Ref: 2024/088)</i>  Whether to approve the Governing Body's request to change category from Voluntary Controlled to Voluntary Aided.	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services <i>(15 May 2024)</i>	No	None			Cabinet Member for Children, Education & Young People's Services	Barbara Chillman, Pupil Place Planning Manager Tel: 07554 103418	Corporate Director for Children's Services
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**12 June 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Didcot Special School - Education Specification and Approval to Start LA Presumption Process</b> <i>(Ref: 2024/089)</i>  Whether to approve the education specification for a	Delegated Decisions by Cabinet Member for Children, Education & Young People's Services <i>(12 June 2024)</i>	No	None			Cabinet Member for Children, Education & Young People's Services	Barbara Chillman, Pupil Place Planning Manager Tel: 07554 103418	Corporate Director for Children's Services

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
new special school, and move forward with identifying an academy sponsor								

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Cabinet Member for Community & Corporate Services

**14 May 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Re procurement of CCaaS platform</b> <i>(Ref: 2024/087)</i>  To seek approval to procure a replacement to the	Delegated Decisions by Cabinet Member for Community & Corporate Services <i>(14 May 2024)</i>	Yes - Revenue Expenditure > £500,000	None	N/A		Cabinet Member for Community & Corporate Services	Clare Martin, Quality and Performance Manager	Executive Director: People



## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
current 8x8 telephony platform for contact centre function enabling an improved customer experience in line with the Customer Experience Strategy								

**18 June 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><b>DSIT 5G Innovation Regions project - England's Connected Heartland</b> (Ref: 2024/050)</p> <p>DSIT have grant funded OCC with £3.8m. OCC needs to procure two contracts, each estimated at c £1.5m, using the DSIT grant. Decision will be required for award of contracts</p>	Delegated Decisions by Cabinet Member for Community & Corporate Services (18 June 2024)	Yes - Capital Expenditure >£1m	None	N/A	Decision due date for Delegated Decisions by Cabinet Member for Community & Corporate Services changed from 23/04/2024 to 18/06/2024. Reason: Further work required.	Cabinet Member for Community & Corporate Services	Craig Bower, Programme Director Tel: 07711 411744	Director of Digital & ICT

## The Forward Plan

### Cabinet Member for Transport Management

**25 April 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Oxford: Proposed Parking Permit Eligibility &amp; CPZ Admin Amendments</b> <i>(Ref: 2024/025)</i> Minor amendments to parking permit eligibility for properties within Oxford City. These changes are generally required to meet planning conditions associated with new developments and change of use.	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management		Corporate Director Environment & Place
<b>Ardley with Fewcott: 20mph and 30mph Speed Limit Proposals</b> <i>(Ref: 2024/019)</i>	Delegated Decisions by Cabinet Member for	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel:	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Part of County-wide 20mph Speed Limit Project	Transport Management (25 April 2024)						07740 779859	
<b>Wheatley Waiting Restriction Review 23/24</b> (Ref: 2024/017)  Officers have been working with the Parish Council to bring forward proposals for waiting restrictions which better manage the demand for parking, improve road safety and reduce incidents of obstruction.	Delegated Decisions by Cabinet Member for Transport Management (25 April 2024)	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 21/03/2024 to 25/04/2024. Reason: Further work required	Cabinet Member for Transport Management	Mike Horton, Technical Officer - Traffic & Road Safety Tel: 07912 474356	Corporate Director Environment & Place
<b>Aston Tirrold/Upthorpe: 20mph Speed Limit Proposals</b> (Ref: 2024/026)  Part of County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management (25 April 2024)	No	None.	Standard traffic scheme consultations.		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Eaton Hastings: A417 - 40mph Speed Limit Proposals</b> <i>(Ref: 2024/028)</i>  Part of County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultations.		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>North Leigh: Village 20mph Limit &amp; A4095 40mph Limit Proposals</b> <i>(Ref: 2024/031)</i>  Part of County-wide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Blackbird Leys District Centre, Oxford - Proposed Highway Waiting Restrictions and Highway Improvements</b> <i>(Ref: 2024/053)</i>  As part of the planning approval for the development, Condition 44 states The development shall not be occupied	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p>until double yellow lines have been painted on both sides of Blackbird Leys Road for the entirety of the section between the northern most extent of Blackbird Leys Road, as shown on approved plan DC_00_DR_A_1210 P20 to the junction between Blackbird Leys Road and Pegasus Road. These should also continue for 10m along any side road which adjoins this land. In the interests of Highway Safety.</p>								
<p><b>Proposed Permit Parking Zone - Main Road (Access Road), Long Hanborough</b> (Ref: 2024/051)</p> <p>A proposal is being brought forward to</p>	Delegated Decisions by Cabinet Member for Transport Management (25 April 2024)	No		Standard traffic scheme consultation		Cabinet Member for Transport Management	James Whiting, Principal Officer - Parking Tel: 07584 581187	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
change the parking restrictions in the access road, close to Long Hanborough train station. The current single yellow line restrictions impact residents living in the road who have no off-street parking and so the restrictions can be properly enforced a change to permit holders parking is being promoted to better fit the needs of residents.								
<b>Steeple Aston: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/048)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Iffley Road, Oxford - Safer Roads Project</b> <i>(Ref: 2024/046)</i>  A traffic calming consultation will be required to improve safety for active travel users at priority junctions where number of accidents and collisions are high. Traffic calming consultation is required for the implementation of raised tables at junctions which will act as a speed hump to slow drivers down when approaching the junctions.	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Claire Springett	Corporate Director Environment & Place
<b>Middleton Stoney: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/043)</i>  To determine speed limits after consideration of any formal consultation	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
responses								
<b>Little Faringdon: 20 Mph Speed Limit Proposals</b> <i>(Ref: )</i>  To determine speed limits after consideration of any formal consultation response	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No		Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Proposed banned turns - Skimmingdish Lane, Bicester</b> <i>(Ref: 2024/041)</i>  To seek approval for the introduction of banned right turns from a development access onto Skimmingdish Lane, Bicester	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Adam Barrett, Senior Engineer (Road Agreement Team - Cherwell & West) Tel: 07919 175889	Corporate Director Environment & Place



## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Proposed shared footway/ cycleways - East Carterton</b> <i>(Ref: 2024/040)</i>  To seek approval for the introduction of shared use footway/ cycleways associated with a S106 agreement for a development site	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736	Corporate Director Environment & Place
<b>Proposed 18t structural weight limit - Mill Lane Highway over Railway Bridge, Henley-on-Thames</b> <i>(Ref: 2024/038)</i>  To seek approval for a change to the existing 17t weight limit to be increased to 18t	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Robin Calver, Principal Officer (Structures) Tel: 07741 607453	Corporate Director Environment & Place
<b>Shipton under Wychwood: Village 20mph Limit Proposals</b> <i>(Ref: 2024/036)</i>  To consider any comments arising	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
from consultation and determine amended limits accordingly								
<b>Road Safety - RAF Barford St John</b> <i>(Ref: 2024/082)</i>  Key Decision required to approve OCC expenditure of £1.36m DfT grant for highway safety improvements in vicinity of RAF Barford St John	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Transport Management	Matt Archer, Portfolio Manager	Corporate Director Environment & Place
<b>Proposed two way cycling - Sheep Street, Bicester (experimental order) 2024</b> <i>(Ref: 2024/070)</i>  To seek approval to proceed with an experimental order which allows cyclists to proceed along Sheep Street, Bicester	Delegated Decisions by Cabinet Member for Transport Management <i>(25 April 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Hanai Faour, Assistant Transport Planner	Corporate Director Environment & Place

# The Forward Plan

23 May 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Thame: Radial Routes &amp; Heythrop Way - 20mph &amp; 30mph Speed Limit Proposals</b> <i>(Ref: 2024/027)</i>  Part of County-wide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultations.	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required.	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Wallingford: Radial routes &amp; Hithercroft Road - 20mph Speed Limit Proposals</b> <i>(Ref: 2024/018)</i>  Part of County-wide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation.	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required.	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Proposed Raised Table Mini-Roundabout - Coxwell Road, Faringdon</b> <i>(Ref: 2024/044)</i>  Scheme is being proposed in conjunction with planning permission	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required	Cabinet Member for Transport Management	Ryan Moore, Senior Engineer (Road Agreement Team - S&V) Tel: 07557 082568	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
reference: P17/V1082/O This is required in order to improve safety for vehicles and cyclists using mini roundabout and maintain safety for pedestrians' crossing the carriageway in the close vicinity of the mini roundabout.								
<p><b>Aston Rowant &amp; Kingston Blount: Proposed 20 Mph Speed Limits</b> (Ref: 2023/300)</p> <p>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 Transport Management (23 May 2024)	No	None	Standard statutory consultees	<p>Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 14/12/2023 to 25/01/2024. Reason: Further work required</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/01/2024 to 25/04/2024. Reason: Further work required</p>	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
					Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required			
<b>Appleton with Eaton: 20mph Speed Limit Proposals</b> <i>(Ref: 2024/020)</i> <b>Part of County-wide 20mph Speed Limit Project</b>	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required.	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Bicester: 20 mph Speed Limit Proposals</b> <i>(Ref: 2024/013)</i> <b>Part of the County-wide 20mph Speed Limit Project</b>	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Proposed 30mph Extension - A4155, Shiplake</b> <i>(Ref: 2024/052)</i> <b>Construction of new</b>	Delegated Decisions by Cabinet Member for Transport Management	Yes	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from	Cabinet Member for Transport Management		Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
residential development access requires the extension to the existing 30mph limit in accordance with OCC's S106 agreement, to improve highway's safety.	(23 May 2024)				25/04/2024 to 23/05/2024. Reason: Further work required			
<b>Kidlington with Aspleigh: Village 20mph Limit Proposals</b> (Ref: 2024/037)  To consider any comments arising from consultation and determine amended limits accordingly	Delegated Decisions by Cabinet Member for Transport Management (23 May 2024)	No	None	Standard traffic scheme consultation	Decision due date for Delegated Decisions by Cabinet Member for Transport Management changed from 25/04/2024 to 23/05/2024. Reason: Further work required.	Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Chesterton: 20 Mph Speed Limit Proposals</b> (Ref: 2024/049)  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management (23 May 2024)	Yes	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Black Bourton: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/045)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>A420 Botley Road in the Vicinity of Rail Station - Highway Improvements</b> <i>(Ref: 2024/077)</i>  Under the planned works for Oxford Train Station, and other improvements are being promoted the vicinity in the Botley Road area. These will include improvements to cycle lanes / paths, traffic calming features and waiting restrictions around new accesses.	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Julian Richardson, Senior Engineer (Road Agreements Team C&W) Tel: 07825 052736	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Banbury: 20 Mph Speed Limits Scheme</b> <i>(Ref: 2024/080)</i>  To reconsider strategic route speed limits following local concerns to original proposals	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Barford St John &amp; Barford St Michael: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/066)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Baulking: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/068)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place



## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Berinsfield: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/071)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Bix &amp; Assendon: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/072)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Bloxham: 20 Mph Speed Limit Scheme Review</b> <i>(Ref: 2024/078)</i>  To reconsider 20 mph speed limits following local concerns to original proposals	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Broadwell: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/067)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Proposed No waiting at any time restrictions - Main Street, Tadmarton</b> <i>(Ref: 2024/081)</i>  To seek approval for the introduction of proposals to introduce double yellow lines	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Mike Wasley, Principal Officer - Traffic Schemes Tel: 07393 001045	Corporate Director Environment & Place
<b>Yarnton: Amended Speed Limit Proposals</b> <i>(Ref: 2024/076)</i>  To consider more extensive 20 mph speed limits following local concerns to original proposals	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Fringford: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/075)</i>  To consider any views expressed at formal consultation and determine speed limits	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Garford: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/074)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place
<b>Culham: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/073)</i>  To determine speed limits after consideration of any formal consultation responses	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Geoff Barrell, Senior Infrastructure Planner Tel: 07740 779859	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><b>Cherwell and West Oxon Districts - Various Locations: Proposed New and Deleted Disabled Persons Parking Places</b> (Ref: 2024/057)</p> <p>To seek approval for the introduction and amendments to Disabled Person Parking Spaces. Following requests from the public for the introduction of disabled parking places, the county council has consulted on new locations which have met our criteria. The report will present feedback on sites where there have been objections.</p>	Delegated Decisions by Cabinet Member for Transport Management (23 May 2024)	No	None			Cabinet Member for Transport Management	James Whiting, Principal Officer - Parking Tel: 07584 581187	Corporate Director Environment & Place
<p><b>Hethe: 20mph Speed Limit Proposals</b> (Ref: 2024/065)</p> <p>Part of County-wide</p>	Delegated Decisions by Cabinet Member for Transport Management	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392	Corporate Director Environment & Place


The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
20mph speed limits project.	(23 May 2024)						318871	
<p><b>Proposed 24hr Exemption for Hackney &amp; Private Hire Vehicles through Westgate Bus Link, Oxford</b> (Ref: 2024/101)</p> <p>On completion of Westgate development, taxis and PHVs were originally not allowed in the bus link. Following lobbying by COLTA, an ETRO was agreed to allow HCVs and PHVs to use the bus link (without pick up/drop) off 7am-7pm. This was subsequently made permanent. COLTA have continued to lobby to allow access 24 hours a day. Cabinet Member is keen for us to consult on this proposal (permanent</p>	Delegated Decisions by Cabinet Member for Transport Management (23 May 2024)	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Craig Rossington, Senior Transport Planner Tel: 07880 945891	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
TRO).								
<b>Proposed Amendments to Headington Quarry CPZ Parking Scheme 2024</b> <i>(Ref: 2024/100)</i>  Following the implementation of Headington Quarry CPZ, officers have reviewed requests for changes to the scheme in consultation with local members.	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Vicki Neville, Technical Officer, Parking Management Tel: 07917 921437	Corporate Director Environment & Place
<b>Proposed No Waiting Restrictions - Mansfield Road, Oxford</b> <i>(Ref: 2024/099)</i>  In response to a planning decision for a new development on Mansfield Road, Oxford (Planning decision notice: Decision Notice 20/02471/FUL) – There is a	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Adam Barrett, Senior Engineer (Road Agreement Team - Cherwell & West) Tel: 07919 175889	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
requirement for the removal of 2 no. parking bays and extension of double yellow lines to facilitate widened access and associated visibility splays.								
<b>Wheatley Waiting Restriction Review 2023/24</b> <i>(Ref: 2024/098)</i>  <p>Officers have been working with the Parish Council to bring forward proposals for waiting restrictions which better manage the demand for parking, improve road safety and reduce incidents of obstruction.</p>	Delegated Decisions by Cabinet Member for Transport Management <i>(23 May 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Mike Horton, Technical Officer - Traffic & Road Safety Tel: 07912 474356	Corporate Director Environment & Place
<b>Proposed Banned Turns - Skimmingdish Lane, Bicester</b> <i>(Ref: 2024/097)</i>	Delegated Decisions by Cabinet Member for	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Adam Barrett, Senior Engineer (Road Agreement Team - Cherwell	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
As required under planning - the county council is seeking to introduced banned right turns from a new access on the highway in order to ensure road safety is maintained.	Transport Management (23 May 2024)						& West) Tel: 07919 175889	
<b>Proposed 30 &amp; 40mph Limits - Long Whitham</b> (Ref: 2024/091)  Changes to speed limits are required to promote road safety in the village.	Delegated Decisions by Cabinet Member for Transport Management (23 May 2024)	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Jon Beale, Traffic and Traffic Schemes Technical Officer Tel: 07860 330031	Corporate Director Environment & Place



# The Forward Plan



20 June 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Fulbrook: Proposed 20 Mph Speed Limits</b> <i>(Ref: 2024/084)</i>  This proposal is part of the County-wide 20 Mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Souldern: Proposed 20 Mph Speed Limits</b> <i>(Ref: 2024/083)</i>  This proposal is part of the County wide 20 Mph Speed Limit Project (Phase 3).	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Oxford City - Various Locations: Proposed New and Deleted Disabled Persons Parking Places</b> <i>(Ref: 2024/058)</i>  To seek approval for the introduction and amendments to disabled persons parking places.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	James Whiting, Principal Officer - Parking Tel: 07584 581187	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Following requests from the public for the introduction of disabled parking places, the county council has consulted on new locations which have met our criteria. The report will present feedback on sites where there have been objections.								
<b>Chilton-on-Otmoor: Proposed 20 Mph Speed Limits</b> <i>(Ref: 2024/081)</i>  Part of County-wide 20 Mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Proposed No Waiting Restrictions: Newtown Road, Henley-on-Thames</b> <i>(Ref: 2024/108)</i>  In response to planning permission to redevelop a vacant	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No		Standard traffic scheme consultation		Cabinet Member for Transport Management	Jacob Mowlem, Technician Engineer, Road Agreements Team	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
industrial building on Newtown Road, Henley there is a condition to make changes to parking in the area to ensure highway safety and access is maintained.								
<b>Moreton (Thame): Proposed 20mph Speed Limits</b> <i>(Ref: 2024/106)</i>  Proposal is part of County-wide 20mph Speed Limit Project (Phase 3)	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Goring Heath: Proposed 20mph Speed Limits</b> <i>(Ref: 2024/105)</i>  Proposal part of County-wide 20mph Speed Limit Project (Phase 3)	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Crawley: Proposed 20mph Speed Limits</b> <i>(Ref: 2024/104)</i>	Delegated Decisions by Cabinet Member for	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic	Corporate Director Environment & Place

# The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
This proposal is part of the County-wide 20mph Speed Limits Project (Phase 3)	Transport Management (20 June 2024)						& Road Safety Tel: 07392 318871	
<b>Middle Aston: 20mph Speed Limit Proposals</b> (Ref: 2024/103)  Part of County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management (20 June 2024)	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Taughton: 20mph Speed Limit Proposals</b> (Ref: 2024/102)  Part of County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management (20 June 2024)	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Fencott &amp; Murcott: Proposed 20mph Speed Limits</b> (Ref: 2024/095)  Proposal is part of the County-wide 20mph speed limit projects.	Delegated Decisions by Cabinet Member for Transport Management (20 June 2024)	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Rotherfield Greys: Proposed 20mph Speed Limits</b> <i>(Ref: 2024/094)</i>  Proposal is part of the County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Tetsworth: Proposed 20mph Speed Limits</b> <i>(Ref: 2024/093)</i>  This proposal is part of the County-wide 20mph speed limit project.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Over Norton: 20mph Speed Limit Proposals</b> <i>(Ref: 2024/092)</i>  Part of the County-wide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place
<b>Cottisford: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/086)</i>  Part of County-wide 20 Mph Speed Limit	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Project	2024)							
<b>Freeland: 20 Mph Speed Limit Proposals</b> <i>(Ref: 2024/085)</i>  Part of the County-wide 20 Mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management <i>(20 June 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Anthony Kirkwood, Principal Engineer - Traffic & Road Safety Tel: 07392 318871	Corporate Director Environment & Place

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18 July 2024

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Woodstock Road Sustainable Travel</b> <i>(Ref: 2024/107)</i>  A package of works to deliver improvements for sustainable travel modes on the Woodstock Road in	Delegated Decisions by Cabinet Member for Transport Management <i>(18 July 2024)</i>	No	None	Standard traffic scheme consultation		Cabinet Member for Transport Management	Rob Freshwater, Senior Transport Planner Tel: 07775 007926	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Oxford. Measures will include improvements to cycle lanes / paths, traffic calming features and bus priority measures.								

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**Cabinet Member for Infrastructure & Development Strategy**

**23 May 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Tramway Accessibility Improvements - Contracts and Agreements</b>	Delegated Decisions by Cabinet Member for	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Infrastructure and	Cris Butler	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p>(Ref: 2024/096)</p> <p>Delegate authority to the Director of Transport and Infrastructure in consultation with the Head of Legal and Deputy Monitoring Officer to finalise the target cost and programme for Stage 2 (Construction) and issue a Notice to Proceed to Milestone Infrastructure Ltd under the existing NEC 4 Engineering and Construction Contract for the Tramway Accessibility Improvements</p>	<p>Infrastructure &amp; Development Strategy (23 May 2024)</p>					Development Strategy		
<p><b>Didcot Northern Perimeter Road (Section 3) scheme - appointment of contractor</b> (Ref: 2024/112)</p> <p>To seek approval to</p>	<p>Delegated Decisions by Cabinet Member for Infrastructure &amp; Development Strategy</p>	<p>Yes - Capital Expenditure &gt;£1m</p>	<p>None</p>	<p>N/A</p>		<p>Cabinet Member for Infrastructure and Development Strategy</p>	<p>Dan Hammond, Senior Project Manager</p>	<p>Corporate Director Environment &amp; Place</p>



The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p>appoint a contractor under an NEC4 Professional Service Contract (PSC) Option A for planning, detailed design, ECI and target cost setting and an NEC4 Engineering Construction Short Contract (ECSC) for enabling works, surveys and/or investigation works (if required)</p> <p>71</p>	(23 May 2024)							
<p><b>A4130 Steventon Lights Integrated Transport Corridor Scheme - Approval to Issue a Task Order for the Construction of the Scheme</b> (Ref: 2024/079)</p> <p>Capital expenditure will exceed £1m and, as such, authority/approval is sought for a Task Order to be issued to</p>	<p>Delegated Decisions by Cabinet Member for Infrastructure &amp; Development Strategy (23 May 2024)</p>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Infrastructure and Development Strategy	Dan Hammond, Senior Project Manager	Corporate Director Environment & Place

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Milestone Infrastructure Limited for the construction of the A4130 Steventon Lights Integrated Transport Corridor Scheme								

# The Forward Plan

## Cabinet Member for Finance

**12 April 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>St Nicholas Primary School, Wallingford</b> <i>(Ref: 2024/039)</i>  To seek approval to enter into contract with Oxford Diocesan Schools Trust to provide funding for the design and construction of a new school	Delegated Decisions by Cabinet Member for Finance <i>(12 April 2024)</i>	Yes - Capital Expenditure >£1m	None	Strategic Capital Board	Decision due date for Delegated Decisions by Cabinet Member for Finance changed from 09/04/2024 to 12/04/2024. Reason: Incorrectly listed for 9 April.	Cabinet Member for Finance	Liz Clutterbrook, Head of Major Projects	Executive Director: Resources
<b>Deddington Depot Salt Barn</b> <i>(Ref: 2024/055)</i>  To seek approval to enter into contract with a main contractor for the construction of a salt barn and washdown facility and demolition of existing derelict site cabins at Deddington Highway Depot.	Delegated Decisions by Cabinet Member for Finance <i>(12 April 2024)</i>	Yes - Capital Expenditure >£1m	None	N/A		Cabinet Member for Finance	Liz Clutterbrook, Head of Major Projects	Director of Property

## The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by

### Cabinet Member for Adult Social Care

**18 June 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<p><b>Recommissioning of Learning Disability Respite Services</b> (Ref: 2023/234)</p> <p>Key Decision needed to proceed with the procurement of Learning Disability Respite services.</p>	Delegated Decisions by Cabinet Member for Adult Social Care (18 June 2024)	Yes - Revenue Expenditure > £500,000	None	Learning Disability community within Oxfordshire	<p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 17/10/2023 to 27/02/2024. Reason: not required as urgently as first advised.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 27/02/2024 to 21/11/2023. Reason: this needs</p>	Cabinet Member for Adult Social Care	Melanie de Cruz, Commissioning Manager Live Well	Corporate Director of Adult Social Care

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
Page 191					<p>to be brought forward to meet the procurement timeline.</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 21/11/2023 to 23/01/2024. Reason: Further work required</p> <p>Decision due date for Delegated Decisions by Cabinet Member for Adult Social Care changed from 23/01/2024 to 19/03/2024. Reason: Further work required</p>			

**Cabinet Member for Public Health, Inequalities & Community Safety****7 May 2024**

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
<b>Fire and Rescue Service Appliance Tender</b> (Ref: 2024/111)  Due to a previous pause in purchasing new fire appliances, the existing fleet are now superceeding recommended lifespan periods, leading to increased expense for breakdowns, maintenance and repairs and a risk of parts becoming obsolete. Aproval is sough for an additional £1.3m in 25/26 and £1.46m from 26/27 onwards, alongside an initial investment of £2.1m	Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety (7 May 2024)	Yes - Revenue Expenditure > £500,000	Paragraph 3	N/A		Cabinet Member for Public Health, Inequalities & Community Safety	Matt Chapman, Group Manager, Business and Transformation	Chief Fire Officer

The Forward Plan

Item to be considered	Decision Maker	Key Decision (yes/no)	Exempt Information	Consultation	Reason for Amendment (if any)	Cabinet Member	Contact Officer	Report by
in 2024 to ensure the minimum lifespan of appliances is met.								

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## 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 requested<sup>1</sup> 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: Vision Zero

**Lead Cabinet Member(s):** Cllr Andrew Gant, Cabinet Member for Transport Management

**Date response requested:**<sup>2</sup> 18 July 2023

### Response to report:

*Place Overview & Scrutiny Committee received an update on Vision Zero at its meeting on 07 February 2024 at which the below responses to its recommendations were provided in the report. Cabinet is recommended to **NOTE** them as its formal response to the Committee.*

### Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
1. That the Council provides an audit of what is included in contracts, commissions, and briefings for	Accepted	Plan is to carry out audit in March 2024 through the council's audit team.

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

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

## Overview & Scrutiny Recommendation Response Pro forma

infrastructure delivery and how far Vision Zero, Active Travel, and the LTCP are emphasised.		
2. That the Council provides an audit of training undertaken to date of those responsible for implementing infrastructure delivery and how far Vision Zero, Active Travel, and the LTCP are emphasised.	Accepted	<p>Aiming to carry out audit in March 2024, and review training for those within Environment and Place responsible for the implementation of Vision Zero, Road Safety, Active Travel or LTCP applicable infrastructure schemes.</p> <p>All officers are employed with the necessary qualifications for their posts and undertake regular reviews and personal development plans as required within their posts and agreed by their managers.</p> <p>Some initial Vision Zero focussed training has been undertaken.</p>
3. That the Council should endorse additional targets and geographically focused targets within the Vision Zero workstreams.	Accepted	<p>The Vision Zero Strategy has detailed how it will use the SATN mapping of the population density across Oxfordshire (showing the urban areas in Oxfordshire using Middle Super Output Areas (MSOA)) as the basis of the analysis for the Vision Zero target review. The SATN mapping is being used to show parity across Oxfordshire, based on urban population spread, and not town specific positioning.</p> <p>The Vision Zero headline target of zero fatalities by 2050 sets the overall countywide ambition; however, it is recognised that for high density population urban areas, due to the higher volume of road traffic, such as some town centres, there will be a targeted aim to bring forward the zero target from 2050, to 2030, and reduce road fatalities and serious injuries in these areas to zero by 2030. The strategy action is review and develop the ways in which we can do this.</p>

## Overview & Scrutiny Recommendation Response Pro forma

4. That the Council should move towards the CLOCS Standard as soon as is reasonably practicable.	Accepted	Aiming for implementation early 2025.
5. That the Council prepares a road safety campaign focusing on the need for behavioural change and, in accordance with the Highway Code's hierarchy of users, gives the highest responsibility for change to those with most power whilst recognising the need for all to act responsibly.	Accepted	<p>OCC's Marketing Team resource has been identified and is in place. This is funded via Vision Zero revenue funding to support and develop our Vision Zero Marketing Campaign.</p> <p>This has been set up initially to align closely with Fire &amp; Rescue's Road Safety campaigns (which are aligned to National Road Safety Campaigns) so that a consistent marketing presence is established prior to the Vision Zero Strategy being approved. The Vision Zero campaigns are currently social media based and are using the hashtag '# committed to vision zero'.</p> <p>Following the Vision Zero Strategy approval, a wider road safety behaviour change campaign will be developed and set up to focus on the hierarchy of users and wider behaviour change across Oxfordshire.</p>
6. That the Council prepares metrics, by, for example, commissioning external polling agencies to conduct surveys, regarding perception of risk as part of the Vision Zero workstreams that could be tracked with the intention of reducing them.	Accepted	<p>The Vision Zero Strategy details 13 metrics that combined, will help measure the delivery of the Vision Zero programme. The proposed metric P4 within the Strategy is about using the Health Streets Assessment Tool to analyse how safe a street or junction feels once road safety improvements have been made to it.</p> <p>We are planning to work with the Fire and Rescue Service further to develop metrics on the perception of risk that can be set up and used via the Road Safety Education Programme.</p>
7. That the Council recognise the important need for Vision Zero and that funding for it is a priority in the upcoming budget cycle.	Accepted	Cabinet approved £4m towards Vision Zero infrastructure improvements as part of the council's capital programme.

## Overview & Scrutiny Recommendation Response Pro forma