Notice of a Meeting

OXFORDSHIRE COUNTY COUNCIL

Place Overview & Scrutiny Committee

Wednesday, 25 September 2024 at 10.00 am
Room 2&3 - County Hall, New Road, Oxford OX1 1ND

These proceedings are open to the public

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

Membership

Chair - Councillor Liam Walker
Deputy Chair - Councillor Robin Bennett

Councillors:	Charlie Hicks	Duncan Enright	Nigel Simpson
	Felix Bloomfield	Susanna Pressel	Bethia Thomas

Notes: ***Date of next meeting:*** *13 November 2024*

For more information about this Committee please contact:		
Committee Officer	-	*Scrutiny Team* *Email: scrutiny@oxfordshire.gov.uk*

Martin Reeves
Chief Executive

September 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.

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AGENDA

1. Apologies for Absence and Temporary Appointments

To receive any apologies for absence and temporary appointments.

2. Declaration of Interests

See guidance note on the back page.

3. Minutes (Pages 1 - 8)

The Committee is recommended to **APPROVE** the minutes of the meeting held on 24 July 2024 and to receive information arising from them.

4. Petitions and Public Address

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

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on 19 September 2024. Requests to speak should be sent to the Scrutiny Officer at scrutiny@oxfordshire.gov.uk.

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

5. Flood Event Response (Pages 9 - 22)

The Committee requested a report on flooding in Oxfordshire, the various responsibilities of partners, and an overview.

The Committee has invited Cllr Dr Pete Sudbury, Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, Paul Fermer, Director of Environment and Highways, and Teresa Kirkham, Head of Environment and Circular Economy, to present the report. The Committee has also invited representatives from the Environment Agency, Thames Water, and South Oxfordshire and the Vale of the White Horse District Councils.

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. Oxfordshire Fire and Rescue Service Improvement (Pages 23 - 84)

Cllr Dr Nathan Ley, Cabinet member for Public Health, Inequalities and Community Safety, and Rob MacDougall, Chief Fire Officer and Director of Community Safety, have been invited to present a report on Oxfordshire Fire and Rescue Service Improvement.

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. LTCP Progress report (Pages 85 - 192)

Cllr Andrew Gant, Cabinet Member for Transport Management, Cllr Judy Roberts, Cabinet Member for Infrastructure and Development Strategy, and John Disley, Head of Transport Policy, have been invited to present a report on progress made on delivering the Local Transport and Connectivity Plan (LTCP) to date and the draft LTCP monitoring report.

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.

8. Committee Action and Recommendation Tracker (Pages 193 - 222)

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

9. Committee Forward Work Plan (Pages 223 - 354)

Paul Fermer, Director of Environment and Highways, and Robin Rogers, Director of Economy and Place, have been invited to introduce the new directorate responsibilities to the Committee and to advise the Committee in agreeing its work programme.

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

10. Responses to Scrutiny Recommendations (Pages 355 - 368)

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

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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.

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

Members Code – Non-registrable interests

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

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

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

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

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

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

PLACE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Wednesday, 24 July 2024 commencing at 2.00 pm and finishing at 4.18 pm

Present:

Voting Members: Councillor Liam Walker - in the Chair

Councillor Robin Bennett
Councillor Trish Elphinstone
Councillor Donna Ford
Councillor Charlie Hicks
Councillor Susanna Pressel
Councillor Nigel Simpson
Councillor Bethia Thomas

Officers:
Paul Fermer, Director of Environment and Highways
Matthew Barber, the Police and Crime Commissioner for the Thames Valley
Jason Hogg, Chief Constable of Thames Valley Police
Benedict Clark, Chief Superintendent and Local Command Unit Commander for Oxfordshire
Rob MacDougall, Chief Fire Officer and Director of Community Safety
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.

17/24 ELECTION OF CHAIR FOR THE 2024/25 COUNCIL YEAR
(Agenda No. 1)

The Scrutiny Officer invited nominations for Chair of the Place Overview and Scrutiny Committee for the 2024/25 municipal year. Cllr Simpson proposed Cllr Walker and Cllr Ford seconded the nomination.

With no other nominations and no objections, Cllr Walker was **ELECTED** Chair for 2024/25.

18/24 ELECTION OF DEPUTY CHAIR FOR THE 2024/25 COUNCIL YEAR
(Agenda No. 2)

Having taken the Chair, Cllr Walker invited nominations for Deputy Chair of the Committee for the 2024/25 municipal year.

Cllr Hicks was proposed by Cllr Elphinstone and seconded by Cllr Pressel.

Cllr Bennett was proposed by Cllr Thomas and seconded by Cllr Ford.

Having been put to the vote, Cllr Bennett was **ELECTED** Deputy Chair for the 2024/25 municipal year.

19/24 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 3)

Apologies were received from Cllr Bloomfield, substituted by Cllr Ford, from Cllr Enright, substituted by Cllr Elphinstone, and from Cllr Dr Ley, Cabinet Member for Public Health, Inequalities, and Community Safety.

20/24 DECLARATION OF INTERESTS - SEE GUIDANCE NOTE ON THE BACK PAGE
(Agenda No. 4)

21/24 MINUTES
(Agenda No. 5)

The minutes of the meeting held on 17 April 2024 were **AGREED** as a true and accurate record.

22/24 PETITIONS AND PUBLIC ADDRESS
(Agenda No. 6)

There were none.

23/24 POLICE AND CRIMINAL JUSTICE PLAN FOR OXFORDSHIRE
(Agenda No. 7)

As part of its Crime and Disorder Panel responsibilities under the Crime and Disorder (Overview and Scrutiny) Regulations 2009, the Committee welcomed Matthew Barber, the Police and Crime Commissioner for the Thames Valley (the Commissioner), Jason Hogg, Chief Constable of Thames Valley Police (the Chief Constable), and Benedict Clark, Chief Superintendent and Local Command Unit Commander for Oxfordshire (the Chief Superintendent), to the Committee.

The Police and Crime Commissioner gave an overview of his new police and crime plan, which was due to be published next week, subject to final comments from the police and crime panel. The Commissioner provided an update on a separate Road Safety strategy which his office was working on. He highlighted some of the key priorities and initiatives, such as increasing funding for community safety partnerships, developing a Thames Valley wide closed-circuit television (CCTV) partnership, and the positive work that had been done through Operation Deter and youth offending teams to reduce knife crime and reoffending.

The Chief Constable gave an update on the operational performance and challenges of Thames Valley Police (TVP), including the recruitment and retention of officers and staff, the increases in demand and complexity of cases, and the budget shortfall. The Chief Constable explained the rationale and benefits of the force restructure, which

would reduce the number of local command units from eleven to five and enable more flexibility and efficiency in deploying resources. The Chief Constable emphasised the importance of neighbourhood policing and the investment in increasing the number of neighbourhood officers and special constables.

The Chief Superintendent gave a brief overview of the crime trends and issues in Oxfordshire, noting that the county was relatively stable and had seen reductions in some of the most serious offences, such as knife crime and sexual offences. The Chief Superintendent also mentioned some of the operations and initiatives that were underway to tackle specific problems, such as shoplifting, rural crime, county drugs lines, and e-scooters. He outlined the plans for the new local command unit for Oxfordshire, which would be led by him and have thematic leads for different areas of work.

Cllr Ford left the meeting following the presentations.

Following the conclusion of the presentation, the Committee raised a number of comments and questions for the Commissioner, Chief Constable, and Chief Superintendent.

- Members asked for more details in relation to the scale, and future potential scale, of the restructure of the TVP in Oxfordshire.

The Chief Constable and Commissioner explained to the Committee that the restructure was a response to the scale and relative demands upon the TVP in Oxfordshire. The restructure intended to provide Oxfordshire policing with good space for the next 10 to 20 years. There was no intention to overinflate the size of the TVP, with greater localised needs focused on across the Thames valley.

- Several questions were raised concerning the data, challenges and lessons learnt by the TVP concerning the retention rate of the force.

The TVP was exploring additional screening and training to ensure candidates were better prepared for the role. Efforts were also being made to improve the working environment and offer more flexible working arrangements to retain staff. TVP was addressing the challenge of 22% of new officers leaving within the first year by examining the recruitment process.

The retention for Black Asian and Minority Ethnic (BAME) officers was worse than for white officers. TVP had been working towards increasing the intake of BAME recruits from 5% to around 15%, but there had been a drop this year, which was being investigated.

The TVP was exploring additional support for those who might struggle with language barriers, working with local language schools. These measures were to ensure that new recruits are better prepared and suitable for the role. TVP were considering including a potential additional English test.

There was also a focus on making the TVP a more attractive place to work by offering more flexible working arrangements but issues over levels of pay were an ongoing concern.

Paul Fermer, Director of Environment and Highways, joined the meeting online.

- Members emphasised their concerns about road safety, and their support and enthusiasm for the Council's Vision Zero policy. Members also asked about the enforcement of many of the new 20mph zones implemented across the county.

The conversation emphasised the importance of road safety, with a focus on the Vision Zero initiative that targets eliminating preventable road fatalities. The Commissioner noted the impending release of a new policing and crime agenda that integrated road safety within the framework of the Vision Zero objective.

There was a keenness to establish a strategic board for road safety, which would include senior directors from highways authorities, cabinet members, and senior members from the Joint Operations Unit. This board aims were to have high-level discussions on road safety, aligning with the Vision Zero approach. The Road Safety strategy which was planned was to ensure a joined-up approach to road safety across the Thames Valley, including Oxfordshire, due to the large a complex geographical landscape of the highways and authorities.

The Commissioner underscored the value of data analysis in pinpointing the greatest risks to public safety, often found on roads with speeds of 40 mph or higher. It was pointed out that, despite the significance of managing speed and safety within local communities, the perceived problems might not coincide with where the most considerable dangers existed.

Furthermore, it was noted that tackling road safety issues may entail more than just enforcement, possibly requiring alterations to the road designs or other engineering interventions.

The Chief Constable clarified that the police had been enforcing 20mph zones, but fixed speed cameras did not function at 20mph. This meant that enforcement was mainly through the Roads Policing Unit using speed guns. Monthly, the police carried out roughly 65 enforcement actions in 20mph zones, especially in areas where data suggested a greater need for enforcement. It was noted there were available speed cameras which worked at 20mph but they came at a high financial cost.

- In relation to road safety, Members expressed their concerns about the rising use and abuse of unauthorised electric scooters and unauthorised and modified e-bikes.

The conversation recognized unauthorised e-bikes and e-scooters were contributing to wider anti-social behaviour issues. In areas like Oxford, operations by the TVP had specifically targeted these vehicles. There was an admission that current laws did not adequately cover the use of e-bikes and e-scooters, complicating efforts to control their use, which in turn affected law enforcement and public safety. The risks to police

when chasing these vehicles, particularly those illegally modified to go at high speeds, was discussed especially in built-up city centre areas.

- Members asked about the efforts to reduce violence against women and girls and inquired if there was a goal similar to other national police forces to cut violence levels by half within Thames Valley and/or Oxfordshire.

The Commissioner clarified that TVP had not set specific objectives to lessen violence against women and girls, but acknowledged it was a broader social aim. The concept of "halving" such violence was not clearly defined, yet there was consensus on the importance of its reduction.

An increase in reports of domestic violence and aggression towards women was viewed optimistically, suggesting society had grown more accepting of discussing and tackling these matters. The Commissioner pointed out that the rise in reports might give the impression that violence was increasing, but it could signify a stronger commitment to addressing the issue.

Project Vigilance, targeting predatory male behaviour particularly at night, used undercover officers to spot and stop potential offenders, thereby helping to protect women and girls. Praised for its success, this strategy had been taken up by other police units. The Chief Constable emphasized the dedicated efforts to arrest domestic abuse perpetrators, noting that one-third of all arrests in the region were linked to domestic violence. This firm stance sent a clear signal that violence against women and girls would not be tolerated and aimed to discourage would-be perpetrators.

- The Committee also discussed what the TVP had done to combat spikings at large scale events in Oxfordshire.

The efficacy of 153 targeted operations against drink-spiking incidents, particularly in night-time economic settings, were reported with varied outcomes. The TVP faced a substantial hurdle as two-thirds of the alleged victims of spiking did not submit samples for analysis, which complicated validation and investigation. New methods had been trailed, such as training police dogs to identify substances frequently involved in drink-spiking cases. The TVP underscored the importance of adopting a proactive and comprehensive strategy to tackle the problem.

- The Committee asked how bureaucracy and paperwork affected their work.

The Chief Constable likened the impact of bureaucratic demands on police to those experienced in other public sector organisations. The level of bureaucracy hampered the TVPs ability to work efficiently. This was a significant concern for a criminal justice system described as being in crisis.

Efforts had been made to address these issues, including restructuring to protect frontline services and reduce managerial layers, to reduce the bureaucratic burden on officer.

- The Committee explored the levels of confidence and trust in the TVP, and what the force was doing to improve in those aspects.

The Chief Constable highlighted the importance of getting the basics right to raise confidence and trust. This includes ensuring that police officers are present in the community, addressing local issues effectively, and ensuring victim satisfaction with police responses. It was also explained to members that there was an 80% victim satisfaction rate, suggesting the TVP was doing excellent work with those who were victim to crimes. The discussion emphasised the role of neighbourhood policing in building relationships within communities and addressing local concerns. The Impact of wider national and global policing had a significant impact on the perception of the TVP, but the force could only focus on their work.

One thing the TVP could do to influence the perceptions of policing in the Thames Valley was to create and maintain a positive culture within the force. The Chief Constable and the Chief Superintendent highlighted the force's commitment to a positive culture, emphasising the importance of colleagues reporting inappropriate behaviour and the force's actions in dismissing officers for poor behaviour, reflecting a proactive stance on maintaining high standards within the force.

- Members requested an update on the status and capacity of prisons within the Thames valley.

The Chief Constable highlighted a £20 million shortfall in the budget, which indirectly impacted the capacity and operational efficiency of prisons. The restructuring of the police force aimed to protect frontline services, which could have implications for how the police worked with prisons.

The Chief Constable and the Commissioner discussed concerns about the reoffending rate and the impact of early release programmes. They mentioned efforts to address bureaucracy and improve efficiency, which could indirectly affect how release programmes were managed and how reoffending was addressed.

The discussion also touched on the broader challenges faced by the criminal justice system, including the need for more efficient project management and delivery functionality. This related to how prisons manage capacity and release programmes, although the specifics of prison operations were not detailed.

The Committee thanked the Commissioner, the Chief Constable, and the Chief Superintendent for their attendance and their comprehensive reports.

The Committee resolved to **AGREE** the following recommendations to Thames Valley Police and to the Office of the Police and Crime Commissioner:

- That Thames Valley Police and the Office of the Police and Crime Commissioner should commit to enhanced collaborative efforts with the County Council and its highways department;
- That Thames Valley Police neighbourhood policing units should work directly with the Council's Locality Meetings;

- That Thames Valley Police should adopt targets of halving violence against women and girls; halving incidents of knife crime; raise confidence in the police form to its highest level; increase the proportion of crimes solved.
- That Thames Valley Police should trial the use in Oxfordshire of speed cameras with a 20 mph limit capacity;
- That Thames Valley Police and the Office of the Police and Crime Commissioner should ensure data relating to crime statistics is presented more clearly and straightforwardly.

24/24 COMMUNITY SAFETY ANNUAL REPORT
(Agenda No. 8)

The Committee requested a report on the statutory community safety agreement. Cllr Dr Nathan Ley, Cabinet member for Public Health, Inequalities, and Community Safety, and Rob MacDougall, Chief Fire Officer and Director of Community Safety, were invited to present the report and to answer the Committee's questions. Cllr Dr Ley had apologised in advance that he was unable to attend.

The Chief Fire Officer presented the report on the statutory community safety agreement, which outlined the achievements and challenges of the community safety partnership in Oxfordshire in the past year. He highlighted some of the key areas of work, such as tackling domestic abuse, reducing reoffending, preventing radicalisation, and supporting vulnerable people.

The Committee asked a number of questions and made some comments on the following topics:

- Members enquired about the status and on-going work with the probation service, and how young people are being supported.

The Chief Fire Officer discussed ongoing engagement with probation services as part of the partnership's efforts to reduce reoffending, especially among young people. This indicated a collaborative approach to addressing community safety concerns.

The report and discussion emphasized various programs aimed at supporting young people, particularly those at risk of offending or reoffending. This includes efforts to provide both general support and more targeted interventions for individuals, with ongoing work to ensure the right provision across Oxfordshire.

- Members praised the work of the Oxford Inclusive Economy Partnership, and examples such as the Tap Social Movement. There was a desire to continue the Partnership and for its role within a Community Safety partnership as a method of reducing reoffending.

25/24 COMMITTEE ACTION AND RECOMMENDATION TRACKER
(Agenda No. 9)

The Committee **NOTED** the progress of previous recommendations and actions arising from previous meetings and raised no further questions on the contents.

The Scrutiny Officer assured the Committee that recommendations categorised as 'in progress' were being chased for further update.

26/24 COMMITTEE FORWARD WORK PLAN
(Agenda No. 10)

The Committee **AGREED** its work programme for forthcoming meetings, taking account of the Cabinet Forward Plan and of the Budget Management Monitoring Report, subject to the following additions and changes:

- The creation of a Transport Working Group, featuring a member of each political group. Cllrs Hicks, Bennett, and Walker volunteered to sit on the group.

- An item on highway infrastructure and the use of available s.106 money.

Members also expressed a desire for the new Director of Economy and Place provide an update on the recommendations and address the Committee once they were in place.

27/24 RESPONSES TO SCRUTINY RECOMMENDATIONS
(Agenda No. 11)

The Committee **NOTED** the Cabinet response to the Place Overview and Scrutiny Committee report on the Infrastructure Funding Statement 2022/23.

..... in the Chair

Date of signing .....

Divisions Affected - all

PLACE OVERVIEW AND SCRUTINY COMMITTEE
25 September 2024

Flood Event Response

Report by Director of Environment & Highways

RECOMMENDATION

1. **The Committee is RECOMMENDED to**

   A Note the content of the report around roles and responsibilities with respect to routine work around flooding, and responding to a flooding event.
   B Note the information regarding flooding events in January and February 2024 and the responses of different agencies to this.
   C Hear from those agencies their lessons learnt in these responses.
   D Confirm the report provides the reassurance necessary that the county council has a good level of governance and readiness to respond to and manage flood events.

Executive Summary

2. Climate projections show an increased likelihood of wetter winters and increased frequency and intensity of extreme weather including rainfall events. Flood risk management is an integral part of the emerging approach to climate adaptation in Oxfordshire: it will be a key strand of the Climate Adaptation Routemap which is being funded by the Future Oxfordshire Partnership and due to be consulted on in Autumn 2024. Multiple internal teams and external agencies have roles and responsibilities in flood risk management and event response.

3. Over the winter of 2023/24 there was a sustained period of rainfall, and two named storms – Storm Gerrit in December 2023 and Storm Henk in January 2024. Over this period a significant number of properties in Oxfordshire were flooded internally and externally across the county and primarily in South and Vale districts.

4. There was a multi-agency response to these events with several Oxfordshire County Council teams working together with external agencies. This report aims

to explain the roles and responsibilities of the Council and external agencies in these events, and provide specific details about the response to the flooding at the beginning of 2024. Representative speakers will provide additional insight into what went well in these responses, and what lessons were learnt.

5. This report does not cover the development control and planning process in relation to flood risk management.

Roles and responsibilities

6. There is no single body responsible for managing flood risk and event response. Instead, responsibility is jointly held among several bodies and several pieces of legislation apply including Civil Contingencies Act 2004, Water Resources Act 1991 and the Flood and Water Management Act 2010. The Department for Environment, Food and Rural Affairs (Defra) is the policy lead for flood and coastal erosion risk management in England. These national policies are then delivered by Risk Management Authorities (RMAs) which are listed below. Where these are County Council roles this is also noted.
    - The Environment Agency (EA)
    - A lead local flood authority (LLFA) (County Council)
    - A district council for an area for which there is no unitary authority
    - An internal drainage board
    - A water company (Thames Water)
    - A highway authority (County Council)

7. The Flood and Water Management Act 2010 requires these Risk Management Authorities to co-operate with each other, to act in a manner that is consistent with the National Flood and Coastal Erosion Risk Management Strategy for England developed by the EA, and with the Local Flood Risk Management Strategies developed by LLFAs. OCC have developed and consulted on a new Local Flood Risk Management Strategy which is currently expected to be considered for adoption at Cabinet in mid-October 2024.

8. In addition to the RMAs, the following organisations have a role and interest in managing flood risk and events due to their duties as laid out in the Civil Contingencies Act 2004;
    - Resilience teams (County and Districts)
    - Local resilience forums
    - Fire and Rescue (County Council)

9. Landowners and communities are key stakeholders being both impacted by flooding, and with flood management assets on their properties.

10. Further detail about the responsibilities of each partner is attached in Annex 1. Figure 1 below illustrates the cycle of activity around flooding. The following sections provide further detail on these stages and the roles of the partners and stakeholders.

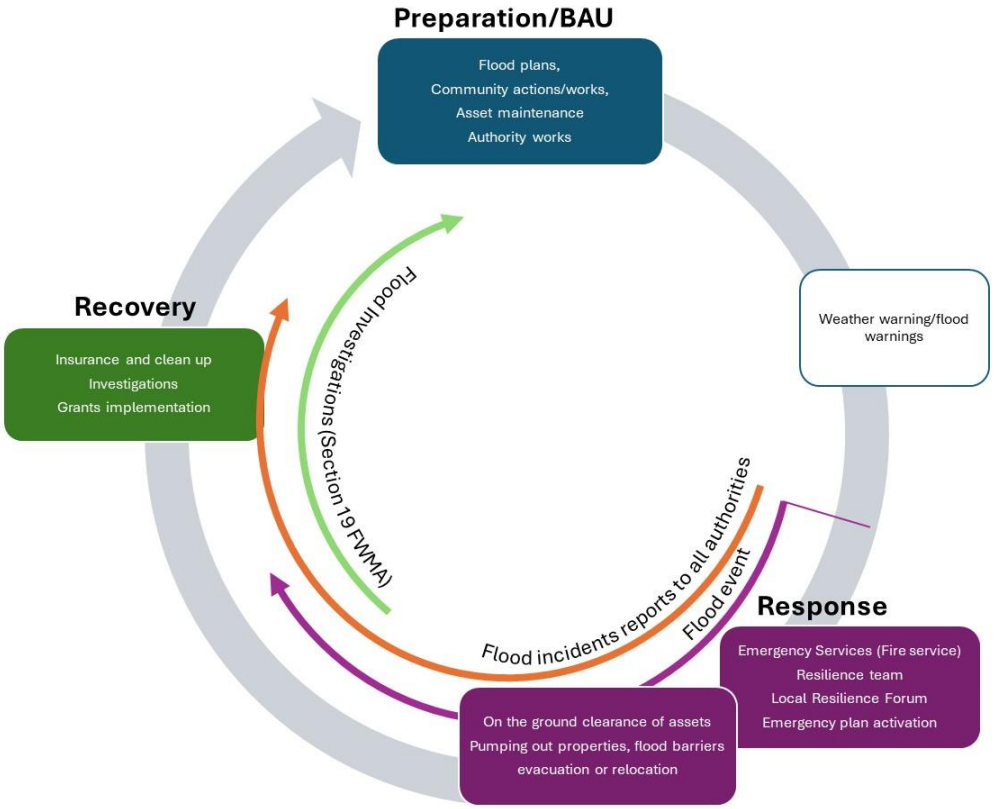

Figure 1 – the flooding cycle (image developed by Clare Mills, Flood Risk Operational Manager Oxfordshire County Council)

Preparation and business as usual

11. RMAs develop, consult on and publish their various statutory flood plans and maps for use by others in decision making including in development of the Local Plans by district councils where land is allocated for development. RMAs liaise regularly to discuss flooding events, risks, issues and plan actions.

12. Owners of assets such as the EA, Thames Water, the Highways Authority, district councils and landowners undertake routine maintenance and repairs to flood and water management assets, construct new assets and ensure their assets are flood resilient. A register of flood assets is maintained.

13. All authorities capture information about flooding and work together to share that information.

14. The LLFA carries out flood investigations where criteria are met, develops a list of recommendations and works with other RMAs to deliver these.

15. The LLFA maintains the Oxfordshire Flood Toolkit website.

16. County Resilience Team and district emergency planners develop multi-agency emergency plans and promote community resilience. The County Resilience Team has developed and maintains a Flood Plan to support the County Councils' response to an incident. Other plans typically activated during flooding include the Incident Management Framework and Humanitarian Assistance Plan. Districts also develop their own plans (the County Resilience Team are paid to do this on behalf of Oxford City and Cherwell). These all feed into the Local Resilience Forum (LRF) and National Plans.

17. The County Resilience Team, district emergency planners and the LLFA promote community resilience by attending events across the county and giving talks to local groups helping them to become more resilient. Abingdon and Witney are two examples of targeted areas in recent years. The teams also help communities to produce emergency plans which include key contacts, local resources and procedures which can be followed to make communities less reliant on emergency services which may be stretched during large-scale incidents.

18. Utilising a funding investment made in the 2023/24 and 2024/25 Medium Term Financial Plan, the LLFA works with local communities to identify and deliver small scale priority actions at a local level to alleviate flood risk and improve resilience, and to provide grant funding to town and parish councils to undertake works they have identified themselves.

19. OCC Climate Change team work with internal and external partners to develop an emerging climate adaptation route map to address, amongst other impacts, a response to increased flood risk.

20. Communities and residents who are aware that they are at risk of flooding should take action to ensure that they and their properties are protected.

21. Oxfordshire Fire & Rescue Service (OFRS) have developed a suite of Tactical Fire Plans (TFP's) that detail pre-planned operational tactics, following the learning from historical events. These plans can be evoked to support partnership work during widespread flooding and ensure identified road networks in and out of the city are maintained. Our local crews in the city and our station at Banbury who host our High-Volume pump, train annually against these plans, and for this type of event.

Response

In the event of heavy rainfall and / or flooding the responders are as follows:

22. The Environment Agency work in partnership with the Met Office to provide flood forecasts and warnings to communities. They also erect any flood barriers for river flooding.

23. Oxford City Council deploy the flood barriers that they own.

24. The Thames Valley Local Resilience Forum may be activated to co-ordinate responses across a broad range of partner organisations.

25. District Councils are Category 1 responders and under the Civil Contingencies Act (2004) they have the same emergency planning duties as the County Council.

26. Thames Water may be called to flooded areas where foul water is being discharged from combined foul / surface water assets that have been overwhelmed, or to attend any pumping assets which may fail under flood conditions.

27. The County Council will stand up relevant structures via the Incident Management Framework and put in place suitable gold and silver structures to provide command and control, direct activities and coordinate with others. The Resilience Team will help facilitate those response structures across the county council and wider Thames Valley Resilience Forum.

28. The Oxfordshire Fire and Rescue Service (OFRS) internally set up command and control structures to support the ongoing management of resources and equipment for these protracted type of incidents. OFRS may also be called to co-ordinate and pump flood water out of properties, or to set up the National High-Volume pump asset which is used to ensure key routes are maintained in and out of the city.

29. OFRS use their social media platform to warn and inform residents and to also share messages from partner agencies.

30. The Highway Authority may be called to areas where the highway is flooded and may close roads, pump water away or undertake urgent maintenance of assets. In specific circumstances sandbags may be provided.

31. Flood asset owners may undertake urgent clearance or maintenance to alleviate the impact of the rainfall in specific areas.

32. Residents and communities report incidents to the relevant authority (ie a foul water problem to the water company, property flooding and need to evacuate to 999, main river flooding to the Environment Agency). Further information for residents is in the Flood Toolkit It's an emergency! - Oxfordshire Flood Toolkit .

Recovery

In the recovery phase these activities may be undertaken:

33. A local authority will lead the Recovery Coordinating Group covering the Thames Valley area.

34. Property owners will be clearing up, in some cases with assistance from responding authorities and insurance claims may be made by them to repair their property from flood damage.

35. The highway authority has responsibility to ensure that the roads are fit to re-open following severe flooding. Detritus which has been deposited on road surfaces and into highway drains need to be cleaned thoroughly.

36. The LLFA collect information on what happened to aid the determination of whether a section 19 flood investigation is required. The LLFA will co-ordinate RMAs and landowners to progress recommendations coming out of the section 19 reports where possible.

37. In some circumstances central government may make grants available to residents who are impacted by floods. These grants are administered by county and district councils.

Flooding in January and February 2024 including Storm Henk

38. The Met Office named an area of low pressure crossing southern UK as Storm Henk on 2 January 2024. It brought strong wind gusts of up to 80 mph to south-west England and Wales. Storm Henk followed a period of sustained wet weather over the course of winter 2023. The most recent prior storm, Storm Gerrit, which lasted from 27-28 December 2023, brought 30-50mm of rainfall to much of England, meaning that soils were already saturated ahead of Storm Henk arriving. In the first four days of 2024, Storm Henk brought an additional 30-50mm of rainfall to these already saturated soils, with 50mm reported widely across parts of southern England (Met Office, 2024). Further heavy rainfall over the period and particularly in mid-February added to the situation in Oxfordshire. Storm Henk was followed by Storm Isha on 22 January 2024 bringing widespread strong winds.

39. Through the Oxfordshire Flood Toolkit and information coming directly into Oxfordshire County Council the following flood incidents were reported as occurring during Storm Henk:

District	**Internally flooded** (properties flooded inside)	**Externally flooded** (flooding in property gardens/garage/outbuilding)
South Oxfordshire	89	12
Vale of White Horse	103	14
Cherwell	8	7
West Oxfordshire	2	5
Oxford City	12	4
Totals	**214**	**42**

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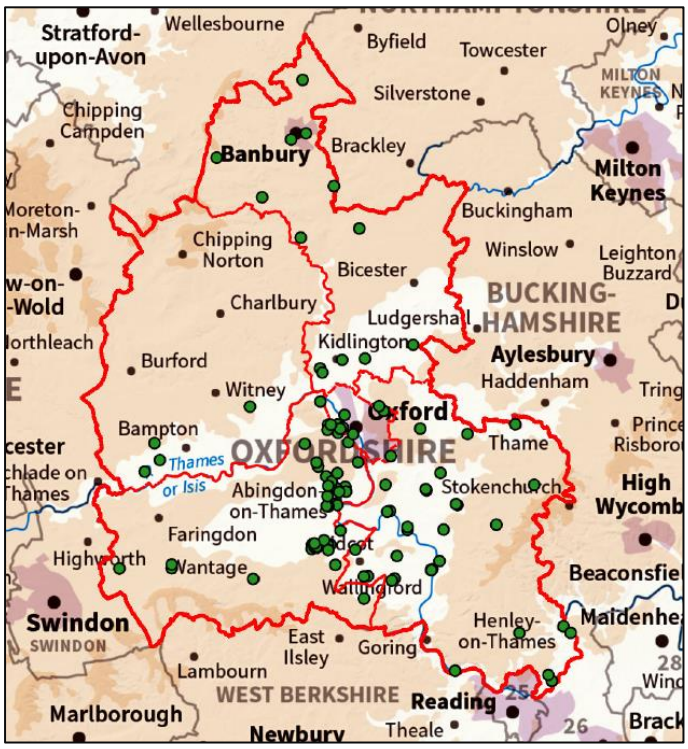

Figure 1: Locations of flood incidents recorded from Storm Henk

40. The Thames Valley Local Resilience Forum moved to Major Incident status on Thursday 4 January 2024 and escalated to Tactical Coordinating Group (TCG) on Friday 5 January 2024. The Major Incident status was stood down on Wednesday 10 January and both the SCG and TCG were stood down on Thursday 11 January 2024. This structure coordinated the response to flooding across Thames Valley including on the Great Ouse and the River Thames. The majority of impacts were experienced on the River Thames following the head of water as it moved downstream from Oxfordshire, through to Berkshire and Buckinghamshire.

41. Highways response in this period included:

- From 1 to 19 January, taking in Storms Henk and Isha
  - Total of 888 2hr and 24hr call outs
  - Of which 338 were 2 hr responses, and 133 of those were flood related calls.
- Deployment of “Flood Warning” and “Road Closed” signs
- Management of highway network when road closures were in place
- Liaison with media team
- Provision of sandbags where properties were at immediate risk of flooding from highway surface water
- Provision of drain cleaning plant to ease surface water drainage systems

42. A Resilience On-Call Officer (ROCO) was available 24/7 and responded to multiple phone calls and emails including requests for sandbags. The Joint Oxfordshire Resilience Team (JORT) attended the Thames Valley Local Resilience Forum (TVLRF) Tactical, Strategic and Recovery Groups to support

county and district responses. JORT coordinated and facilitated with blue light services across the response phase and specifically between Oxfordshire Fire and Rescue Service (OFRS), OCC Highways and Oxford City for the Abingdon Road Tactical Flood plan.

43. Our ROCO coordinated between the Environment Agency and OFRS when a request for mutual aid was made - the South Hinksey flood barrier was unable to be deployed and a request for mutual aid went out across the TVLRF for a suitable forklift truck to enable barrier deployment. This request came through the TVLRF Everbridge system. Our ROCO officer coordinated between OFRS and Environment Agency to deploy a suitable piece of equipment from Hook Norton to South Hinksey which enabled the barrier to be deployed in time. Following the debrief, an action report is published on Resilience Direct.

44. OFRS established the Oxford City Flood Plan for the Abingdon Rd and set up the National High-Volume pump asset to ensure water levels were managed, preventing widespread flooding to many properties and to maintain emergency access in and out of the city. Fire crews attended many villages in and around the county where they worked with homeowners to pump out their properties and move vulnerable residents to a safe place.

45. The LLFA identified 15 locations which met the threshold for a formal flood investigation and report. Seven of these are in South Oxfordshire, 6 in Vale of White Horse and 2 in Oxford. Eight of these investigations have been completed and published to date and can be found on the Oxfordshire Flood Toolkit.

46. National Government announced funding for those affected specifically during Storm Henk between 2 and 12 of January 2024 under the Flood Recovery Framework Government payments for communities affected by flooding. There were a number of schemes available, with eligibility criteria needing to be met to access the funding. The County Council was responsible for administering the Property Flood Resilience Grant. Specific eligibility criteria were set out by Defra and 70 expressions of interest were received. The deadline for applications is 30 November 2024. Other grants were administered by the district councils.

Corporate Policies and Priorities

47. Climate impacts are a key strategic risk for the council. The multi partner response to flood risk and event response supports the strategic priority of putting action to address the climate emergency at the heart of our work by working in partnership to make Oxfordshire resilient to climate change. Climate projections show an increased likelihood of wetter winters and increased frequency and intensity of extreme weather including rainfall events. Flood risk management is an integral part of the emerging approach to climate adaptation in Oxfordshire.

48. Effective flood risk management and response also supports many of the other corporate priorities in supporting residents, communities and businesses in Oxfordshire to be resilient to the impacts of flooding.

Financial Implications

49. Flood event response is funded from within existing budgets. Additional funding has been made available in the Medium Term Financial Strategy for the LLFA team to undertake proactive small scale physical wok with communities to reduce the impact of flooding and improve resilience.

50. There are no financial implications to this report.

Comments checked by:

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

Legal Implications

51. As Lead Local Flood Authority under the Flood and Water Management Act 2010 and as highway authority under the Highways Act 1980, it is appropriate for officers to report to Committee on the approach to flooding generally and the response to Storm Henk. There are no legal implications to this report.

Comments checked by:

Jennifer Crouch, Principal Solicitor (Environment)
jennifer.crouch@oxfordshire.gov.uk

Teresa Kirkham
Head of Environment and Circular Economy

Annex 1 — Detailed roles and responsibilities.

Contact Officer: Teresa Kirkham, Head of Environment & Circular Economy, 07766 992476, Teresa.Kirkham@Oxfordshire.gov.uk

September 2024

Annex 1 Detailed roles and responsibilities

Lead Local Flood Authority (LLFA)

OCC as the LLFA has a responsibility to investigate flood incidents under Section 19 of the Flood and Water Management Act 2010 (FAWMA).

The LLFA also has a responsibility to maintain a register of assets which have a significant effect on flooding from surface runoff, groundwater or ordinary watercourses (non-Main River) as detailed within Section 21 of the F&WMA. The register must contain a record about each structure or feature, including the ownership and state of repair. OCC is also required to keep a record of flooding hotspots across the county.

OCC's practices relating to third party assets is to notify third party owners of their asset forming part of a flood risk system, and assist by advising those third party owners on the condition of their assets and their maintenance responsibilities.

As Lead Local Flood Authority, OCC will be looking for support from other risk management authorities, communities and individual homeowners to ensure flood incidents are reported, and any assets which have a significant effect on flood risk are recorded on the asset register.

While OCC can suggest possible causes of flooding and make recommendations to ensure flood risk is mitigated as far as possible, the F&WMA does not provide OCC with the mandate or funding to act on identified causes of flooding or force risk management authorities to undertake any recommended actions.

Highway Authority (Oxfordshire County Council)

Highways have a duty to maintain the highway under Section 41 of the Highway Act 1980 but subject to the special defence in Section 58.

New highway drainage systems are designed to Highways England's Design Manual for Roads and Bridges (Volume 4, Section 2). They are only required to be constructed to drain surface water runoff from within the highway catchment rather than from the wider catchment.

There are historic drainage systems in historic highways which can become the responsibility of the Highway Authority due to dedication, as opposed to adoption. These drainage systems may not have been designed to any standard.

Highways undertake regular highway drainage cleansing. Identify and develop a detailed plan of their assets.

If flooding occurs OCC will assess the capacity of the highway assets and identify any areas with insufficient capacity for draining runoff from the highway. Where this leads to flood risk to properties improvement works should be considered.

Highways should assess the suitability of third party drainage systems accepting discharge from Highway Drainage systems and report any unsatisfactory areas to the relevant Risk Management Authorities.

Water Authority - Thames Water Utilities (TW)

Water and sewerage companies are responsible for managing the risks of flooding from surface water, foul water or combined sewer systems. Public sewers are designed to protect properties from the risk of flooding in normal wet weather conditions. However, in extreme weather conditions there is a risk that sewer systems can become overwhelmed and result in sewer flooding.

Sewerage undertakers have a duty, under Section 94 of the Water Industry Act 1991, to provide sewers for the drainage of buildings and associated paved areas within property boundaries. Since the 1st October 2011 the majority of private sewers and lateral drains in England and Wales were transferred into public ownership, meaning they are now the responsibility of the relevant sewerage undertaker.

A public sewer is a conduit, normally a pipe that is vested in a Water and Sewerage Company or predecessor, that drains two or more properties and conveys foul, surface water or combined sewage from one point to another, and discharges via a positive outfall.

There is no automatic right of connection for other sources of drainage to the public sewer network. Connection is therefore discretionary following an application to connect.

District Councils

District Councils have powers under Section 14 of the Land Drainage Act 1991 (LDA) to undertake flood risk management works on ordinary watercourses (non Main River) where deemed necessary.

Under Section 20 of the LDA, District Councils have the powers to (by agreement of any person and at that person's expense) carry out any drainage work which that person is entitled to carry out. Agreement may not be required in certain emergency or legally upheld situations.

In Oxfordshire the District Council also has delegated authority from OCC/LLFA to serve notice on persons requiring them to carry out necessary works to maintain the flow of ordinary watercourses under Section 25 of the LDA and receives funding from the LLFA to do this.

The District Council is the Planning Authority and has a role in Building Control and the Building Regulations.

Environment Agency

The EA is responsible for taking a strategic overview of the management of all sources of flooding and coastal erosion. This includes setting the direction for

managing the risks through national and strategic plans; providing evidence and advice to inform Government policy and support others; working collaboratively to support the development of risk management skills and capacity; and providing a framework to support local delivery.

The EA also has operational responsibility for managing the risk of flooding from main rivers. Main rivers are usually larger river and streams and include all watercourses defined on the main river map which can be accessed at EA Main River Map.

The responsibility for maintenance and repair of rivers lies with the riparian owner, but the EA have permissive powers to carry out maintenance work on main rivers under Section 165 of the Water Resources Act 1991 (WRA).

The EA encourage third party asset owners to maintain their property in appropriate condition and may take enforcement action on a prioritised basis where it is appropriate. They may also consider undertaking maintenance or repair of third party assets only where it can be justified in order to safeguard the public interest and where other options are not appropriate.

Further remit of the EA includes;
• warning and informing (Ministerial Direction to the National Rivers Authority, 1996)
• regulating activities that may affect the risk of flooding from main rivers (Environmental Permitting Regulations (England and Wales) Regulations 2016)
• Carrying out main river surveys and mapping (Flood Risk Regulations 2009, Water Resources Act 1991)
• reporting to the minister on flood and coastal erosion risk and how the national and local strategies are being applied by all of the authorities involved (FWMA, 2010)
• acting as a statutory consultee for planning authorities providing advice on planning applications, local plans and environmental assessments regarding flood risk from main rivers and the sea (Town and Country Planning (Development Management Procedure) (England) Order 2015)

Land Owners and Developers

Land owners are responsible for the drainage of their land and controlling any movement of sediment from their land. Legally, owners of lower-level ground have to accept natural land drainage from adjacent land at a higher level. The exception to this is where the owner of the higher level land has carried out “improvements” such that the runoff from the land cannot be considered “natural”.

Agricultural practices by land owners can be considered as “improvements” to the land, so that cultivation of crops or other land uses can take place. Mitigation works are required on improved land to account for the change in natural land drainage and changes to surface water runoff this can create.

Land owners and developers are responsible for working with the Local Planning Authority to ensure that their development is completed in accordance with the planning permission and all conditions that have been imposed.

Advice for developers is available on the Oxfordshire Flood Toolkit.

Communities and Residents

Communities may consist of the Town or Parish Council, Flood Forum, Community Group and affected residents, amongst others.

Communities and residents who are aware that they are at risk of flooding should take action to ensure that they and their properties are protected.

Community resilience is important in providing information and support to each other if flooding is anticipated. Actions taken can include subscribing to MET Office email alerts for weather warnings, nominating a Community Flood Warden, producing a community flood plan, implementing property level protection and moving valuable items to higher ground. Finally, individual households can create their own personal flood plans, such as collating important documents for quick removal from the property, torches, waterproof clothing etc.

Oxfordshire County Council has produced a number of flood guides covering various subjects, some of which relate to this type of flood incident. The relevant guides have been identified and are available at: www.oxfordshirefloodtoolkit.com

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Divisions Affected - All

PLACE OVERVIEW AND SCRUTINY COMMITTEE
25 September 2024

Oxfordshire Fire and Rescue Service Improvement report

His Majesty Inspectorate of Constabularies and Fire and Rescue Services (HMI) Report for Oxfordshire Fire and Rescue Service

Report by Chief Fire Officer and Director of Community Safety

RECOMMENDATION

1. **The Place Overview and Scrutiny Committee is RECOMMENDED to:**

   a) **Endorse the Fire Improvement Board as the appropriate method to track the improvement work within the Fire and Rescue service.**

   b) **Agree that the Chief Fire Officer should report to this committee on an annual basis to present on the progress against the HMI recommendations and the fire improvement work.**

Executive Summary

2. This report by the Chief Fire Officer and Director of Community Safety for the Oxfordshire Fire and Rescue Service outlines the findings and recommendations from the latest inspection by His Majesty's Inspectorate of Constabularies and Fire and Rescue Services (HMI). The inspection, conducted in early 2024, resulted in 11 judgements and 26 areas of improvement, with varying levels of criticality.

3. Recommendations include the endorsement of the Fire Improvement Board to track improvement work within the service and an annual report to the committee on progress against HMICFRS recommendations. The report highlights that six recommendations have already been addressed, and eight are currently being worked on through existing service delivery plans. The remaining areas of improvement are incorporated into the fire improvement pipeline, which details the work required, expected benefits, lead officers, and timelines.

4. The governance of the improvement actions will be overseen by the Fire Improvement Board, supported by the HMI Service Liaison Lead and the executive leadership of the council. The board will meet quarterly and report to

the Place Oversight and Scrutiny Committee, ensuring members have oversight of the improvements being made.

5. The report also addresses financial, legal, staff, equality, inclusion, sustainability, and risk management implications. It emphasises the need for significant improvements in the next inspection to maintain public trust and confidence.

Background

6. The Fire and Rescue service manages its continuous improvement work through its fire improvement pipeline which has been developed in response to national inquiry action plans[1][2], 'state of fire'[3] and other national inspection reports, the service's culture review and the inspection of the service by HMI. This is a dynamic plan which allows the service to react to new recommendations while ensuring it is clear on its priorities and capacity for delivery.

7. The latest HMI inspection took place at the beginning of 2024. The report that was published in July made 11 judgements against the assessment areas and it contains 26 areas of improvement which carry different levels of criticality. The details of the report can be viewed on the HMI website here - Oxfordshire - His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (justiceinspectorates.gov.uk).

8. Since the inspection in January, 6 recommendations have been addressed including fire survival guidance, risk information, unwanted fire signals and quality assurance of building inspection work. The rest of the work has been risk assessed and a further eight recommendations are currently being addressed through existing service delivery plans. The remaining areas of improvement are all incorporated in the fire improvement pipeline. The pipeline spreadsheet details the work required including expected benefits, lead officers and teams as well as the timelines for the start and completion of the work. Details of work areas planned can be viewed at Appendix 2 - Fire improvement pipeline actions summary.

9. The governance to oversee the performance and completion of the actions will be through the introduction of a Fire Improvement Board. The board represents all service areas and will be supported by the HMI Service Liaison Lead and the executive leadership of the council. The board will sit for the first time in September and will scrutinise the prioritisation of all the work areas in the Fire Improvement Pipeline with particular attention on the recommendations from HMI.

[1] Phase 1 report | Grenfell Tower Inquiry & Phase 2 report | Grenfell Tower Inquiry
[2] Manchester Arena Inquiry Volume 2: Emergency Response - GOV.UK (www.gov.uk)
[3] State of Fire and Rescue: The Annual Assessment of Fire and Rescue Services in England 2023 - His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (justiceinspectorates.gov.uk)

10. The Cabinet Member for Public Health, Inequalities & Community Safety will be updated on progress of the improvement work through regular monthly briefings.

11. The board will sit quarterly and report into the Place Oversight and Scrutiny Committee on a regular basis ensuring Members have oversight of the improvements being made across the service area. **As per the recommendations, the Chief Fire Officer has proposed an annual review of the fire improvements through the Place Oversight and Scrutiny Committee.**

Key Issues

12. The HMICFRS has undertaken its third round of fire and rescue service inspections, with Oxfordshire inspected in December 2023 and January 2024. There has been a change to the grading criteria, with 11 areas of inspection that sit within the three pillars of effectiveness, efficiency and people. In addition to the grading of 'outstanding', 'good', 'requires improvement' and 'inadequate', a fifth assessment category of 'adequate' has been introduced and automatically applied if an area inspected is found to have any areas of improvement.

13. In addition to highlighting the areas of improvement required, the report contains positive statements across all the areas of inspection, highlighting the hard work of teams across the service to protect the community and make improvements. It recognises where we have closed out recommendations from the previous report and identifies some areas where this has not been the case. The report includes 32 positive findings about the service and 26 suggested areas for improvement. Some of the areas of improvement have already been resolved. Appendix 1 shows a comparison of the judgements for the 11 areas across the 2024 report and the 2022 report. It also shows the number of recommended areas of improvements against each judgement.

14. The service has prioritised the work to address the most important improvements needed and through the improved governance and performance reporting, will ensure all necessary improvements are planned and delivered through the fire improvement pipeline.

15. Some of the areas of improvement will be addressed by the Community Safety Services (CSS) Review and the development of the new operating model. This was recognised by the HMICFRS who stated they were looking forward to seeing the outcomes from the review.

16. As per the recommendations, **the Place Oversight and Scrutiny Committee is asked to endorse the Fire Improvement Board as the appropriate method to track the improvement work within the Fire and Rescue service.**

Financial Implications

17. The service will identify future additional budget pressures created by the improvement work through the 4-year business planning cycle as well as highlighting any pressures that we know will be created in 25/26.

Comments checked by:

Kathy Wilcox, Head of Corporate Finance, kathy.wilcox@oxfordshire.gov.uk

Legal Implications

18. Independent inspection of fire and rescue authorities in England – and the fire and rescue service they oversee - is delivered by His Majesty's Inspectorate of Constabulary and Fire & Rescue Services. The chief fire and rescue inspector and inspectors of fire and rescue authorities in England have powers of inspection given to them by the Fire and Rescue Services Act 2004, as amended by the Policing and Crime Act 2017.

19. Fire and rescue authorities must give due regard to reports and recommendations made by HMICRFS and – if recommendations are made – prepare, update and regularly publish an action plan detailing how the recommendations are being actioned.

20. This report shows how Oxfordshire Fire and Rescue Service will meet its legal obligations with regards to inspection as laid out in Section 7 of the Fire and Rescue National Framework for England (2018).

Comments checked by:

Anita Bradley, Director of Law & Governance and Monitoring Officer
Anita.bradley@oxfordshire.gov.uk

Staff Implications

21. As stated in the body of the report, the resources required to implement the improvement work will be identified through the fire improvement pipeline. This is to ensure that the service clearly understands how and when work will be carried out within its existing resources and staffing or how it will secure additional resource to deliver this work.

Equality & Inclusion Implications

22. The service will undertake equality impact assessments for all key pieces of improvement work that is required.

Sustainability Implications

23. The service will review any sustainability implications against all key pieces of improvement work.

Risk Management

24. The service has reviewed the criticality of the areas of improvement highlighted by the HMI to prioritise the work required. This has included an assessment of the risks of not addressing improvement areas effectively and in a timely manner. This has been a fundamental consideration in the prioritisation of the work needed.

25. The service must make significant improvements in the next inspection to ensure it maintains the trust and confidence of the public. The main risk to the delivery against the recommendations is capacity and funding. The fire improvement pipeline looks to ensure there is balance between what we can deliver given the services resources and budgetary constraints.

Rob MacDougall, Chief Fire Officer and Director for Community Safety

Annex:	**Annex 1** - 2024 Report and 2022 Comparison **Annex 2 -** Fire improvement pipeline actions summary
Background papers:	Nil
Contact Officer:	Rob MacDougall Chief Fire Officer and Director of Community Safety 07881 583208 Rob.macdougall@oxfordshire.gov.uk

September 2024

Appendix 1: 2024 Report and 2022 comparison

Her Majesty's Inspection of Constabulary and Fire and Rescue Services have increased the number of judgement grading from 4 to 5, introducing an adequate grading in between good and requires improvement. The table below shows the service's judgement in the 2024 report and the 2022 report.

Area	2024 Report		2022 Report
Effectiveness		Areas for Improvement	
Understanding the risk of fire and other emergencies (*Page 9)*	Adequate	• Transfer of risk information (improved)	Good
Preventing fires and other risks (*Page 12)*	Adequate	• Evaluate prevention activity • Allocate enough resources	Good
Protecting the public through fire regulation (*Page 16)*	Adequate	• Quality assurance (complete) • Unwanted fire signals (complete)	Good
Responding to fires and other emergencies (*Page 21)*	Adequate	• *Response Strategy* • Operational learning monitoring system	Requires Improvement
Responding to major and multi-agency incidents (*Page 25)*	Adequate	• Fire survival guidance (complete)	Good
Efficiency			
Making best use of resources *(page 29)*	Requires Improvement	• Allocation of resources • Performance Management process • Productivity • Evaluate collaboration activity (complete)	Good
Making the FRS affordable now and in the future (*Page 33)*	Adequate	• Productivity, innovation and technology • Change Management skills	Good
People			
Promoting the right values and culture (*Page 37)*	Requires Improvement	• Senior manager visibility and values • Values – all staff • People on dual contracts	Good

Getting the right people with the right skills (*Page 40)*	Adequate	• People appropriately trained • Temporary promotions	Requires improvement
Ensuring fairness and promoting diversity (*Page 43)*	Requires Improvement	• Communication of change programmes • Address staff survey issues • Reducing unacceptable behaviour towards people • Equality impact assessments	Good
Managing performance and developing leaders (*Page 47)*	Requires Improvement	• Performance Review process • High potential staff and aspiring leaders • Succession planning	Requires improvement

Appendix 2 – Fire improvement pipeline actions summary

WORK AREA	TASK	Benefit	OWNER	Target Start Date	Target Completion Date
Operational Learning	Implement operational learning system.	Provides the ability to track actions from operational learning and ensure they are implemented. System is already working effectively for health and safety learning across the County Council HMI AFI 7	Assistant Chief Fire Officer	01/03/2025	30/05/2025
Performance Management (People)	Develop a 121 and personal development approach to support all staff including fire crews, utilising the 12-3-2 framework with flexibility for change, ensuring staff and managers understand the reason for critical conversations	Supports staff in their development, improves behaviours, improves absence monitoring, ensures staff are aware of their key objectives. HMI AFI 24	Deputy Chief Fire Officer	01/09/2024	28/02/2025
Performance Management (People)	Positive behaviours workshops and improved understanding of everyone's responsibility to behave inclusively and in line with our values	Improves behaviour and staff understanding of expected behaviours and values. Creates a positive culture of inclusivity and gives staff the empowerment to challenge and report unacceptable behaviours HMI AFI 16 & 22	Deputy Chief Fire Officer	01/09/2024	31/12/2024

Performance Management (People)	Continued behaviour and critical conversation workshops and training programme building on culture and EDI conversations	embeds acceptable behaviour principals and standards for staff and empowers supervisory managers to hold critical conversations in taking next steps when unacceptable behaviour or absence triggers occur HMI AFI 16 & 22	Deputy Chief Fire Officer	01/04/2025	31/03/2026
Performance Management (People)	Ensuring staff have the correct skills to undertake their roles (not operational skills) including change management	Staff feel valued and able to carry out their role. We're able to deliver our objectives and meet outcomes and have effective change management / project management in place HMI AFI 18	Deputy Chief Fire Officer	01/11/2024	30/03/2024
Strategy	Reaffirm our purpose and create a service direction statement outlining our priorities. Communicate and engage staff with our purpose and service direction and how we will track and measure progress so everyone can see how what they do links to our purpose.	Everyone understands our direction and priorities - what we are focusing on and what we are not. Creates golden thread and link staff to our transformation activities as part of our service direction. Informs our communication and engagement strategy. Links what we need to do with how we need to do it and our values.	Chief Fire Officer	01/08/2024	31/10/2024
Structures and resources	Create forum for Dual Contract colleagues to understand specific issues	Understand and address the issues faced by colleagues who work both on a wholetime and on-call contract	Assistant Chief Fire Officer	Complete	

Structures and resources	Consider the policy and use of temporary positions with an aim to reduce the current numbers of staff in temporary positions	Improves staff morale and reduces anxieties around temporary positions both for the individual and the teams it directly impacts. Improves workload understanding and planning HMI AFI 19	Deputy Chief Fire Officer	01/01/2025	30/06/2025
Structures and resources	Review and improve succession planning processes, ensuring that workforce planning aids promotional processes, career pathways, and pre and post development and that processes are fair and transparent setting people up for success across all staff groups	clear career pathways and opportunities across all staff groups for opportunities helps staff to feel valued and ensures fairness in opportunity across staff groups. Clear succession planning aids the organisation to resource effectively, limit gaps in vacancy management and ensure we're effective in delivering our objectives HMI AFI 25 & 26	Deputy Chief Fire Officer	01/11/2024	31/12/2025
Structures and resources	Improve workforce planning and succession management	reduction in vacant roles or short notice moves to bridge vacancies creating capacity and workload impacts to affected teams and delivery of projects HMI AFI 19	Deputy Chief Fire Officer	01/01/2025	30/06/2025

Structures and resources	Ensure a clear rationale for resources allocated to prevention, protection and response. Linking workforce planning, budgets and risks.	improved staff understanding on how we have determined the number of resources and the roles required to complete the department objectives and meet demand. Organisation assurance in our resource planning. HMI AFI 9	Deputy Chief Fire Officer	01/05/2025	31/03/2026
Ways of working	Monitoring secondary contracts	Improving our ability to monitor secondary contracts will ensure staff are not working excessive hours and consider wellbeing and welfare of staff HMI AFI 17	Assistant Chief Fire Officer	01/01/2025	31/12/2025
Ways of working	Undertaking and understanding the use of EIAs to help shape policy, project, assessment and improvement or change decisions	assurance that our ways of working have been assessed against the protected characteristic groups ensuring best practice, safer and confident employees and being an employer of choice HMI AFI 23	Deputy Chief Fire Officer	01/01/2025	30/06/2025
Ways of working	Ensure accessible and visible performance metrics for managers to report against and staff to view. Ensuring metrics link to our purpose, service direction and objectives and provide visibility of the decisions taken so that	providing clarity to staff on their objectives and priorities will help with capacity issues and ensure staff feel valued as they have a purpose to fulfil HMI 10	Deputy Chief Fire Officer	01/04/2024	31/12/2024

	staff can see service direction progress and see how their role delivers against our service direction				
Ways of working	To ensure we have an embedded framework for reach and attraction for all career pathways and opportunities, for that attraction to start from early years contact, through to post education, utilising the opportunities we have through our reach into schools, communities. A framework delivered by operational staff and central corporate teams.	ensuring a workforce that represents our communities and attracts the right people with the right skills and expertise to ensure we continually work towards and are effective in delivering our service direction and purpose	Deputy Chief Fire Officer	01/06/2024	31/03/2025

HMICFRS

His Majesty's Inspectorate of Constabulary and Fire & Rescue Services

Fire & Rescue Service 2023–25

Effectiveness, efficiency and people

An inspection of Oxfordshire Fire and Rescue Service

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Changes to this round of inspection

We last inspected Oxfordshire Fire and Rescue Service in December 2021. And in July 2022, we published our inspection report with our findings on the service's effectiveness and efficiency and how well it looks after its people.

This inspection contains our third assessment of the service's effectiveness and efficiency, and how well it looks after its people. We have measured the service against the same 11 areas and given a grade for each.

We haven't given separate grades for effectiveness, efficiency and people as we did previously. This is to encourage the service to consider our inspection findings as a whole and not focus on just one area.

We now assess services against the characteristics of good performance, and we more clearly link our judgments to causes of concern and areas for improvement. We have also expanded our previous four-tier system of graded judgments to five. As a result, we can state more precisely where we consider improvement is needed and highlight good performance more effectively. However, these changes mean it isn't possible to make direct comparisons between grades awarded in this round of fire and rescue service inspections with those from previous years.

A reduction in grade, particularly from good to adequate, doesn't necessarily mean there has been a reduction in performance, unless we say so in the report.

This report sets out our inspection findings for Oxfordshire Fire and Rescue Service.

More information on how we assess fire and rescue services and our graded judgments is available on our website.

Overall summary

Our judgments

Our inspection assessed how well Oxfordshire Fire and Rescue Service has performed in 11 areas. We have made the following graded judgments:

Outstanding	Good	Adequate	Requires improvement	Inadequate
		Understanding fire and risk	Best use of resources	
		Preventing fire and risk	Promoting values and culture	
		Public safety through fire regulation	Promoting fairness and diversity	
		Responding to fires and emergencies	Managing performance and developing leaders	
		Responding to major incidents		
		Future affordability		
		Right people, right skills		

In the rest of the report, we set out our detailed findings about the areas in which the service has performed well and where it should improve.

HMI summary

It was a pleasure to visit Oxfordshire Fire and Rescue Service, and I am grateful for the positive and constructive way in which the service worked with our inspection staff.

I am satisfied with some aspects of the performance of Oxfordshire Fire and Rescue Service in keeping people safe and secure from fire and other risks, but there are areas in which the service needs to improve.

The service knows it needs to review its current ways of working to make them more efficient. This ongoing work includes a review of its operational model, to reflect

changing risk and the difficulties more rural services face in recruiting and retaining on-call staff. It also includes ways the service can improve staff productivity, use new technologies and develop how it works with other organisations. The service has ambitious plans to provide this change programme.

We were pleased to see that the service has made some progress against some of the areas for improvement we identified in our last inspection. For example, it has worked hard to address the delays in staff being trained and assessed in wearing breathing apparatus, a risk-critical skill it needs in its workforce.

But we were disappointed to see that the service hasn't made all of the progress we expected since our last inspection. It still needs to address false alarms to make sure its workforce is as productive as it can be. And it hasn't implemented an effective system to track how lessons learned from incidents are applied to its work.

My principal findings from our assessments of the service over the past year are as follows:

- The service continues to provide effective activity to keep people safe from fire and other risks through its prevention, protection and response work. It has a well-qualified and well-resourced protection team to carry out fire safety audits in high-risk commercial premises in Oxfordshire.
- The service actively manages the availability of its fire engines to make sure it can respond quickly to incidents. But this is becoming difficult due to its decreasing number of on-call firefighters, and the need to provide them with flexible working options. The service is carrying out a comprehensive community safety service review to help address this.
- There have been many changes in middle and senior leadership positions in the service, some of which have caused disruption. And there are many staff in temporary roles as a result. The direction of the service needs to be clearly communicated to staff and the communities of Oxford during this time of change.
- The impact of changes within the service has reduced its capacity to continue improving its culture of equality, diversity and inclusion. It was disappointing to hear that some staff have experienced bullying and harassment in work. The service needs to improve the understanding and use of equality impact assessments and review how effective its policies are at reducing unacceptable behaviour.

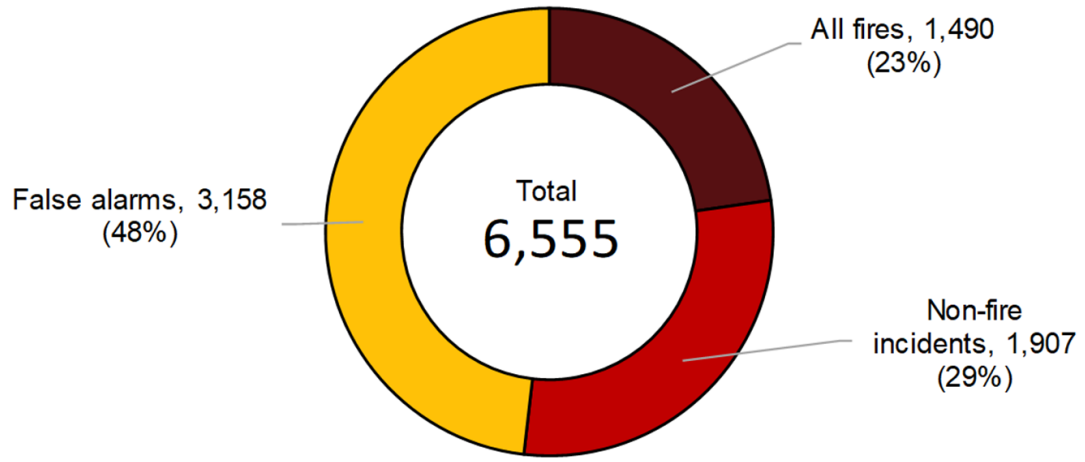
We recognise the service is currently going through significant changes, which are affecting some areas of work. We will keep in close contact with the service to monitor the effect of these changes.

Roy Wilsher
HM Inspector of Fire & Rescue Services

Service in numbers

Profile	Oxfordshire	England
Area Square miles	1,006	50,370
Population (thousands) 30 June 2022	738	57,106
Population density Thousands per square mile	0.7	1.1
Cost		
Funding Year ending 31 March 2023		£2.5bn
Expenditure per population Year ending 31 March 2023	£52.11	£46.66
Response		
Incidents attended per 1,000 population Year ending 30 June 2023	8.9	10.9
Home fire safety checks carried out by fire and rescue service per 1,000 population Year ending 31 March 2023	3.4	9.3
Fire safety audits per 100 known premises Year ending 31 March 2023	2.9	2.0
Availability of wholetime pumps Year ending 31 March 2023	100.0%	
Availability of on-call pumps Year ending 31 March 2023	58.6%	

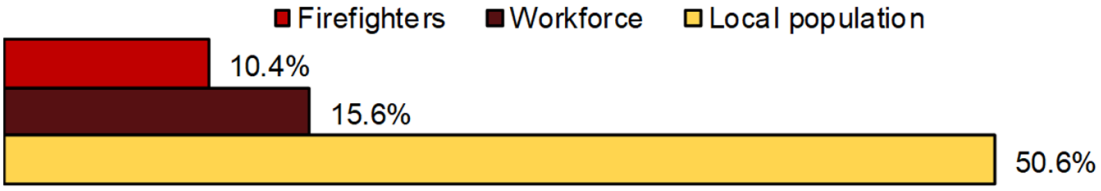
Incidents attended in year ending 30 June 2023



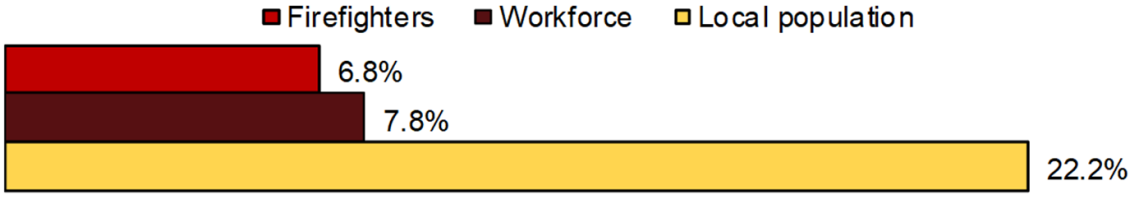
Workforce

Workforce	Oxfordshire	England
Five-year change in total workforce 2018 to 2023	2.8%	1.4%
Number of firefighters per 1,000 population Year ending 31 March 2023	0.78	0.61
Percentage of firefighters who are wholetime Year ending 31 March 2023	40.6%	65.5%

Percentage of firefighters, workforce and population who identified as a woman as at 31 March 2023



Percentage of firefighters, workforce and population who were from ethnic minority backgrounds as at 31 March 2023



References to ethnic minorities in this report include people from White minority backgrounds but exclude people from Irish minority backgrounds. This is due to current data collection practices for national data. For more information on data and analysis in this report, please view the 'About the data' section of our website.

Understanding the risk of fire and other emergencies

Adequate

Oxfordshire Fire and Rescue Service is adequate at understanding risk.

Each fire and rescue service should identify and assess all foreseeable fire and rescue-related risks that could affect its communities. It should use its protection and response capabilities to prevent or mitigate these risks for the public.

Area for improvement

The service should make sure it has a prompt process to provide firefighters with access to up-to-date risk information on its mobile data terminals.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service is meeting the objectives of its community risk management plan

The service's community risk management plan (CRMP) describes how the service intends to use its prevention, protection and response activities to mitigate or reduce the risks and threats the community faces both now and in the future. Its current CRMP covers the years 2022–26. The service is currently reviewing these activities to help it provide a more efficient and effective service.

The main risks the service has identified include an aging and fast-growing population, expanding commercial and technological industries, the university population and climate issues including flooding and heatwaves.

The service reviews new and emerging risks in a quarterly meeting. It also provides annual updates to the public about its progress and achievements in its 'Community Safety Services Annual Report'.

The service effectively identifies risks in its communities

In our previous inspection, we found that the service had assessed a suitable range of risks and threats using a thorough community risk management planning process. In its assessment of risk, it used information it had collected from a broad range of internal and external sources and datasets. These included historical incident data, census data, data from partners like Thames Valley Police and data about the local population, including demographics, deprivation and health. We are satisfied that the service is still using a range of data to inform its change programme, which it refers to as the community safety services review.

When appropriate, the service has held constructive dialogue with its communities and other relevant parties to understand risk and explain how it intends to mitigate it. The service works with the county council to develop its consultation programmes and intends to consult with the public on plans during 2024 and 2025.

The service needs to make sure site-specific risk information is updated promptly

The service routinely collects and updates information about the highest-risk people, places and threats it has identified. These include high-rise buildings, care homes, hospitals, waterways and some commercial and domestic premises.

Staff at the locations we visited, including firefighters and emergency control room staff, were able to show us that they could access risk information to help them resolve incidents safely. In our last inspection, we issued an area for improvement: "The service should make sure that fire control has direct access to relevant and up-to-date risk information." The service has worked hard to address this. Control room staff can now access site-specific risk information for all its highest risk places.

But the service doesn't make sure that information on new and updated risks is promptly uploaded to the mobile data terminals in its fire engines. We found that there is no set time frame for site-specific risk information to be added to these terminals. We were told that capacity for updating this information has reduced, and that in some cases it has taken up to six months to add new information. This means that the service can't effectively reduce and mitigate risk. The service needs to improve this, so staff in response roles can always access the information they need.

The service builds its understanding of risk from its operational activity

The service recorded and communicated risk information effectively. It also routinely updates risk assessments and uses feedback from local and national operational activities to inform its planning assumptions. It has a good process for gathering learning from its own staff after an incident.

For example, the service identified an emerging risk due to the closure of a main road in and out of the city of Oxford. By analysing historical incident and response data and having early discussions with the county council, the service established a temporary wholetime crew at a fire station that is usually only crewed by on-call staff. This made sure it could respond promptly to fires and other incidents while the road was closed. The service monitored the use of this crew for six months, then determined it was no longer required.

Preventing fires and other risks

Adequate

Oxfordshire Fire and Rescue Service is adequate at preventing fires and other risks.

Fire and rescue services must promote fire safety, including giving fire safety advice. To identify people at greatest risk from fire, services should work closely with other organisations in the public and voluntary sectors, and with the police and ambulance services. They should share intelligence and risk information with these other organisations when they identify vulnerability or exploitation.

Areas for improvement

The service should evaluate its prevention activity, so it continues to understand what is most effective.

The service should make sure it allocates enough resources to meet the increasing and specific risk it has identified in its community risk management plan and prevention strategy.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service's prevention strategy is focused on those most at risk, but it needs to make sure that it has enough resources

The service's prevention strategy is clearly linked to the risks it has identified in its CRMP. The service has four strategic priorities for the term of the CRMP, which covers the years 2022–26. These support the service in achieving its purpose of protecting the community, reducing harm and saving lives.

The service's teams work well together and with other relevant organisations on prevention, and they share relevant information when needed. The service uses information from a range of sources to adjust its planning assumptions and direct activity between its prevention and response functions. For example, one station area, which has a high number of safe and well referrals, works closely with the prevention team to make sure it provides the right support to the people they visit. These referrals are often made by staff in the NHS, social care or Thames Valley Police. In the year ending 31 March 2023, the service reported 1,903 prevention visits (which include home fire safety checks and safe and well visits) that were referrals from other agencies.

But the service should make sure it allocates enough resources to its prevention strategy. We were told that there isn't enough capacity in the prevention team to provide all the specialist advice required. The service hasn't clearly stated what prevention resources it needs to support an increasing population and focus on people identified as most vulnerable to fires and other risks. A project to target new single parents hasn't yet started due to insufficient capacity, and the service doesn't co-ordinate its campaigns as well as it used to. The service should make sure that it has enough trained staff to meet the risks identified within its CRMP.

In the year ending 31 March 2023, the service completed 2,544 safe and well visits. This is equivalent to 3.5 visits per 1,000 people in the population, which is lower than the rate for fire and rescue services across England of 5.35 per 1,000 population. The number of visits is lower compared to the previous year when it completed 3,104 visits.

The service prioritises its safe and well visits for the most vulnerable

The service uses a risk-based approach to clearly prioritise its safe and well referrals for people most at risk from fire and other emergencies. For example, in the year ending 31 March 2023, 90.7 percent of the service's safe and well visits were for those most vulnerable to fire. This includes people who are living alone and are over the age of 65 or living with a disability.

The service has trialled the use of risk profiles using socioeconomic and health data, in two of its station areas. These are designed to help target people who might not be referred for a safe and well visit by anyone else. We were told that the service hadn't fully evaluated the trial yet, or had the capacity to further analyse the data, so it hadn't rolled out the approach any further. We look forward to seeing this develop over the remaining term of the current CRMP.

The service carries out a range of interventions, which it adapts to the level of risk in its area. In the service's performance report for 2022/23, it identified that 32 percent of its visits required onward referrals to other organisations for further support. But we found that the service had several referrals for safe and well visits that hadn't yet been carried out. Some of those referrals met the service's high-risk threshold, meaning they should be visited within 48 hours, but still hadn't been contacted after a month.

The service should assure itself it is managing the risk of not meeting its own timescales for visits.

Staff are confident and well trained to complete safe and well visits

Staff told us they have the right skills and confidence to make safe and well visits. These visits cover an appropriate range of hazards that can put vulnerable people at greater risk from fire and other emergencies.

Staff in the prevention team have completed training in safeguarding, mental health, handling aggressive behaviour, alcohol awareness and modern-day slavery. This means they have the skills they need to complete higher-risk referrals. Firefighters explained that, if they don't feel confident in providing all the support needed, they will request additional support and visits by the prevention team.

The service is good at responding to safeguarding concerns

Staff we interviewed told us about occasions when they had identified safeguarding problems. They told us they feel confident and trained to act appropriately and promptly. They are aware of other agencies that can support the most vulnerable people they visit, and feel confident in identifying and working with them.

Staff members' safeguarding training is refreshed every three years and recorded on the service's systems. Many staff were very positive about the improvement in providing feedback on concerns they raise.

The service collaborates with other organisations

The service works with a wide range of other organisations to prevent fires and other emergencies. These include:

- Thames Valley Police, to reduce injuries and accidents on the roads, especially involving cyclists, motorcyclists and pedestrians;
- trading standards and traveller services, to provide fire safety education to the more vulnerable residents in the community;
- schools, to provide education to children of different ages about fire, road and water safety – each year the service provides safety education to school children during a 13-week programme called Junior Citizens; and
- environmental health, housing associations, health providers and the county council's social care teams, to provide and receive safe and well referrals.

We found good evidence that the service routinely refers people at greatest risk to organisations that may better meet their needs. The service's performance report says that it made 467 onward referrals for falls prevention and sensory impairments. Arrangements are in place to receive referrals from other organisations, including social and health care providers, trading standards and the police. In the year

ending 31 March 2023, 1,903 of the referrals the service received were from these organisations.

The service routinely exchanges information with other public sector organisations about people and groups at greatest risk. It uses this information to challenge planning assumptions and target prevention activity. For example, the service receives regular information about oxygen users from public health colleagues, which triggers a safe and well visit. It plans to work with these colleagues in future to target its prevention activity to the 10 most deprived areas of the county.

The service is tackling fire-setting behaviour

The service has a range of suitable and effective interventions to target and educate people with different needs who show signs of fire-setting behaviour. This includes staff trained in the National Fire Chiefs Council's fire-setters intervention scheme.

When appropriate, the service routinely shares information with relevant organisations to support the prosecution of arsonists. It also provides interventions to keep people safe from arson, such as fireproof letter boxes. The work the service does to tackle this is proportionate to the number of deliberate fires in the county.

The service should continue to evaluate whether its prevention work is meeting the needs of the community

The service has good evaluation tools in place to measure how effective its activity is and to make sure all sections of its communities get appropriate access to the prevention services that meet their needs. But it hasn't had the capacity to complete the same number of thorough evaluations we reported in our last inspection.

We found limited evidence that the service has evaluated how effective its activity is or that it makes sure all its communities get appropriate access to prevention activity that meets their needs. For example, it has yet to evaluate the risk profiling approach mentioned earlier. It has also had problems accessing some of the safe and well information it records following a visit, due to planned upgrades to its system. This is preventing it from being able to continually monitor and provide accurate data about its work.

The service uses an annual calendar to help stations to plan when to provide safety messages to the community about issues like flooding and wildfire. But the service doesn't co-ordinate or monitor this work to make sure it is effective.

In our last inspection, we found that the service was seeking feedback from people it visited following a safe and well referral. But we have found little evidence that it is continuing to routinely gather this feedback and use it to improve what it does. As a result, the service is missing opportunities to improve its prevention work for the public.

Protecting the public through fire regulation

Adequate

Oxfordshire Fire and Rescue Service is adequate at protecting the public through fire regulation.

All fire and rescue services should assess fire risks in certain buildings and, when necessary, require building owners to comply with fire safety legislation. Each service decides how many assessments it does each year. But it must have a locally determined, risk-based inspection programme for enforcing the legislation.

Areas for improvement

The service should make sure it has an effective quality assurance process, so staff carry out audits to a consistent and appropriate standard, and that are focused on reducing risk.

The service should make sure it effectively addresses the burden of unwanted fire signals.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service has a clear protection strategy, which is aligned with its CRMP

The service's protection strategy is linked to the risks it has identified in its CRMP. It has identified high-risk buildings from the different types of industries in Oxfordshire and those buildings where more vulnerable people may live, work or study.

Staff across the service are involved in this activity, effectively exchanging information as needed. For example, following an audit of a premises, the protection team notifies relevant stations and the control team about the issues identified. The service then uses information to adjust planning assumptions and direct activity between its

protection and response functions. Following a successful prosecution, the service has added a themed inspection for buildings where horses are kept into its plans.

But it isn't clear from the service's strategy what level of protection activity it aims to carry out. And it isn't clear how it evaluates what benefits this activity provides to the public. Much of the service's activity in this area is reactive, rather than being focused on proactively targeting all high-risk premises through the risk-based inspection programme. The service should make sure that its risk-based inspection programme includes all the highest-risk buildings in its area and determines clearly how often they should be reinspected.

The service is completing the audits identified in its risk-based inspection programme

The service's risk-based inspection programme is focused on the service's highest-risk buildings. This includes buildings with certain 'sleeping risks', such as hotels, and those where vulnerable people may be living, such as care homes and high-rise residential buildings. The service's staff audit these properties either annually or every three years.

The audits we reviewed had been completed within the timescales the service has set itself. But there were some anomalies in assessment of the level of risk for some buildings. And staff aren't clear what targets the service has set to help it achieve its risk-based inspection programme.

In the year ending 31 March 2023, the service completed 578 fire safety audits. But 67 percent of these audits resulted in an evaluation of 'satisfactory'. A high proportion of audits categorised as satisfactory could mean that the service isn't targeting higher-risk buildings.

Staff don't have a consistent target for completing fire safety audits. Audits should be identified by the service's risk-based inspection programme. But staff explained to us that many of the audits they carry out come from other sources and aren't routed through the risk-based inspection programme.

The service completes fire safety audits to a good standard

We reviewed a range of audits that the service had carried out at different buildings across its area. These included audits carried out:

- as part of the service's interim risk-based inspection programme;
- after fires at premises where fire safety legislation applies;
- after enforcement action had been taken; or
- at high-rise, high-risk buildings.

The audits we reviewed were completed to a good standard. And most were in line with the service's policies. Some of the audits completed after a fire, where fire safety legislation applies, were completed outside the two-week time frame the service has set itself. The service should make sure that audits are carried out within its timescales or, if they aren't, that the reason for this is recorded.

The service should quality-assure its fire safety audits to maintain their standard

The service carries out some quality assurance of its protection activity. Managers dip sample completed audits to check for consistency. But this process isn't routinely followed by all managers, and the service's recording system doesn't identify which audits have been reviewed.

The service has good evaluation tools in place to measure how effective its activity is. But it needs to use these tools to make sure all sections of its communities get appropriate access to the protection services that meet their needs.

The service takes enforcement action when required

The service has increased its use of the full range of its enforcement powers, and when appropriate it prosecutes those who don't comply with fire safety regulations. It has recently completed a successful prosecution which related to a breach of the fire safety order at a premise where horses were kept. This has led to learning being shared nationally, and the service is now following up with fire safety audits at other similar premises.

In the year ending 31 March 2023, the service issued 182 informal notifications. During our inspection fieldwork, it wasn't able to tell us how many alteration notices, enforcement notices and prohibition notices it issued in the same year. However, since then the service has assured us that it issued these notifications when appropriate. It completed seven prosecutions in the five years from 2018/19 to 2022/23.

The service has enough staff to complete all its protection activity

The service has enough qualified protection staff to meet the requirements of its risk-based inspection programme and carry out reactive work such as building consultations. From year ending 31 March 2018 to 31 March 2023, the service has increased the number of qualified staff in the protection team from 10 to 15 people. This helps it provide the range of audit and enforcement activity needed, both now and in the future.

Staff get the right training and work towards appropriate accreditation.

The service plans to adapt to new legislation

Since our last inspection, the Building Safety Act 2022 and the Fire Safety Regulations 2022 have been introduced to bring about better regulation and management of tall buildings. The Fire Safety Regulations 2022 introduced a range of duties for the managers of tall buildings. These include a requirement to give the fire and rescue service floor plans and inform them of any substantial faults to essential firefighting equipment, such as firefighting lifts.

We found the service has good arrangements in place to receive this information. When it doesn't receive the right information, it takes action. And it accordingly updates the risk information it gives its operational staff.

The service is supporting the introduction of the Building Safety Regulator. It expects these arrangements to have a limited impact on its other protection activity.

The service works with other organisations to complete fire safety activity

The service works closely with other enforcement agencies to regulate fire safety and it routinely exchanges risk information with them. These include housing associations, building control, environmental health and the Care Quality Commission. Some of this work is structured, while other work is done on a case-by-case basis.

The service is responding well to an increasing number of building consultations and licensing requests

The service responds to all building consultations on time. This means it consistently meets its statutory responsibility to comment on fire safety arrangements at new and altered buildings. In the year ending 31 March 2023, the service received 675 building consultations and 199 licensing consultations. All of these were responded to within the required time frame.

The service proactively works with businesses

The service proactively works with local businesses and other organisations to promote compliance with fire safety legislation. It has produced online content in different languages to help local businesses comply with fire safety legislation.

It also has partnerships with a range of primary authority schemes.

The service could do more to reduce unwanted fire signals

The service is taking only limited action to reduce the number of false alarms, referred to as unwanted fire signals. In the year ending 31 March 2023, the service attended 3,116 false alarms. This is 47.5 percent of all its incidents. This number has increased year on year from 2020/21 when 2,694 false alarms were attended and 2021/22 when 2,972 were attended. This response rate is higher than the national rate for false alarms of 39.3 percent. Of the fire false alarms, 79.3 percent were due to faulty fire safety equipment.

This means fire engines may not be available to respond to genuine incidents because they are attending false alarms. It also creates a risk to the public if more fire engines travel at high speed on the roads to respond to these incidents.

The service is due to consult the public on changing how it responds to unwanted fire signals. At the time of inspection, no changes had been made to fully address the area for improvement identified in our last inspection. Therefore, the area for improvement remains.

Responding to fires and other emergencies

Adequate

Oxfordshire Fire and Rescue Service is adequate at responding to fires and other emergencies.

Fire and rescue services must be able to respond to a range of incidents such as fires, road traffic collisions and other emergencies in their areas.

Areas for improvement

The service should make sure it completes its review of the response strategy and that any new approach provides the most appropriate response for the public.

The service should make sure it has an effective system to monitor and apply the learning it gathers from operational incidents.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service is reviewing its response strategy

The service's response strategy is linked to the risks it has identified in its current CRMP. The service is carrying out a comprehensive review of station locations, crewing systems and working patterns, to help it respond flexibly to fires and other emergencies. It calls this change programme the community safety services review. We look forward to seeing the progress of this work and any resulting changes.

The service isn't achieving its response standards, but it is managing its resources to maintain attendance times

There are no national performance standards for responding to the public. But the service has set out its own response standards in its CRMP. It aims to arrive at emergencies:

- within 11 minutes on 80 percent of occasions; and
- within 14 minutes on 95 percent of occasions.

The service reported that in 2022/23 it didn't achieve its targets. It reached 72 percent of emergencies within 11 minutes and 84 percent of emergencies within 14 minutes. This is a decrease from the previous year. Home Office data shows in the year ending 31 March 2023, the service's response time to primary fires was 11 minutes and 10 seconds. This is an increase from the service's previous response time to primary fires, which was 10 minutes and 35 seconds in 2021/22.

The service recognises that it isn't making reasonable improvements towards meeting its response standards. This is mainly due to a decrease in the availability of its on-call fire engines. The service anticipates that its community safety services review, which includes a comprehensive analysis of its operating model, will help it make improvements and achieve these standards.

We were pleased to find that the service has addressed the problem of control staff knowing whether there are enough breathing-apparatus-qualified staff on board its on-call fire engines. The service has made sure this information is updated for control staff, and it has also made sure that the Thames Valley fire services have aligned their breathing apparatus equipment and procedures.

The service's fire engines aren't always available

To support its response strategy, the service aims to have 100 percent of fire engines available on 100 percent of occasions. The service doesn't always meet this challenging standard.

The service monitors the availability of its fire engines. In the year ending 31 March 2023, it had an overall annual availability of 67.9 percent. The service did achieve 100 percent availability with its wholetime fire engines and 58.6 percent with its on-call fire engines. The rural demographics of the county, and the service being predominantly on-call while having difficulties recruiting on-call staff, may have some effect on availability.

The service provides its incident commanders with regular training

The service has trained incident commanders, who are assessed regularly and properly. This helps the service safely, assertively and effectively manage the whole range of incidents it could face, from small and routine ones to complex multi-agency incidents.

As part of our inspection, we interviewed incident commanders from across the service. The service makes sure that all relevant staff are assessed in command competence every two years. And regular training activities and exercises are provided for incident commanders. They were familiar with risk assessing, decision-making and recording information at incidents in line with national best practice, as well as the Joint Emergency Services Interoperability Principles (JESIP).

Control staff are invited to contribute to service debriefs and exercises

We were pleased to see that the service's control staff are integrated into its command, training, exercise, debrief and assurance activity. However, control staff explained that they aren't always able to attend these activities due to staffing shortages. They provide written feedback when possible.

The service maintains good risk information for use at incidents, but needs to improve the process to make sure this information is updated promptly

We sampled a range of risk information on the service's systems, including the information for firefighters responding to incidents at high-risk, high-rise buildings and the information held by fire control.

The information we reviewed for identified risk sites was up to date and detailed. Staff could access and understand it. Encouragingly, this was an area for improvement identified in our last inspection that is now closed. The service has a good process in place to make sure that control staff are provided with up-to-date risk information.

But there are delays to new and changed risk information being added to mobile data terminals. The service should make sure its process for updating mobile data terminals with new and updated risk information is carried out promptly.

The service follows national operational guidance when it responds to incidents

The service makes sure that staff command incidents in line with national operational guidance. Monitoring officers routinely complete feedback forms to record information and learning for individuals and the service. The service's training plans and materials are aligned with national operational guidance. It exchanges risk information with appropriate organisations, such as the other Thames Valley fire and rescue services, to produce joint operational information notes.

We were pleased that staff we interviewed were confident in the use of operational discretion. They know when to use their professional judgment in an unforeseen situation at an incident, and are confident that the service will support their decisions. The service monitors the use of operational discretion through its assurance team to make sure learning is identified.

The service should make sure it effectively records and tracks how it uses learnings from incidents

As part of the inspection, we reviewed a range of emergency incidents and training events. These included major incidents such as wildfires and flooding, and incidents which required a higher than usual number of fire engines or unusual rescues.

We were pleased to see the service has improved this process and has carried out more structured debriefs in 2023. Staff were aware of when a structured debrief should be carried out and could identify learning from recent operational learning notes, which have been introduced to help share learning. This was an area for improvement in our last inspection which the service has worked hard to address.

We were also encouraged to see the service is contributing towards, and acting on, learning from other fire and rescue services and emergency service partners. This is published on the service's 'maintenance of competence' system, which records when operational staff access it.

But the process to record learning gathered from a debrief is still complex. This means that the service doesn't always act on all the learning it has – or should have – identified from incidents. Some incidents, including significant fires and motorway collisions involving heavy goods vehicles, had limited debrief submissions and inadequate tracking of resulting actions. This means the service isn't routinely improving the way it fulfils its duties to the public. This is now an area for improvement.

The service keeps the public informed during incidents

The service has good systems in place to inform the public about ongoing incidents and help keep them safe during and after incidents. This includes using social media and (for large-scale incidents) the county council communications team and local resilience forum.

Responding to major and multi-agency incidents

Adequate

Oxfordshire Fire and Rescue Service is adequate at responding to major and multi-agency incidents.

All fire and rescue services must be able to respond effectively to multi-agency and cross-border incidents. This means working with other fire and rescue services (known as intraoperability) and emergency services (known as interoperability).

Area for improvement

The service should make sure it has an effective method to share fire survival guidance information with multiple callers and with its firefighters.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service is prepared to respond to major and multi-agency incidents

The service has effectively anticipated and considered the reasonably foreseeable risks and threats it may face. These risks are listed in both local and national risk registers as part of its community risk management planning. For example, the service has planned for the risk of incidents at its regional airports, shopping centres and COMAH sites, as well as for major incidents such as flooding and heatwaves. These plans were initiated during the inspection due to large-scale flooding in January 2024.

It is also familiar with the significant risks neighbouring fire and rescue services may face, and which it might reasonably be asked to respond to in an emergency. These include risks which are up to 10 km outside the service's border. Firefighters have access to this risk information from neighbouring services via their mobile data terminals and mobile devices.

The service should address all Grenfell Tower inquiry recommendations

In our last inspection, we focused on how the service had collected risk information and responded to the Government's building risk review programme for tall buildings.

In this inspection, we have focused on how well prepared the service is to respond to a major incident at a tall building, such as the tragedy at Grenfell Tower.

We found the service has well-developed policies and procedures in place for safely managing this type of incident. However, these policies and procedures aren't properly understood by all staff at all levels. We found a good level of understanding among level two incident commanders, but firefighters and some level one incident commanders have limited knowledge.

The service has carried out only a limited amount of realistic training and exercises at tall buildings. This hasn't included all staff groups that would be expected to respond to an incident of this nature. For some staff, who aren't in the immediate vicinity of a high-rise building, their training has not involved practical, on-site exercises.

At this type of incident, a fire and rescue service would receive a high volume of simultaneous fire calls. We found that the systems in place in the service aren't robust enough to receive and manage this volume of calls. The service has developed an electronic system to support staff to manage this information, but it hasn't yet been fully adopted. At the time of our inspection, we were told that control staff didn't have the capacity to implement this new system in a way that would work for all Thames Valley services.

The service relies too heavily on paper-based systems to record fire survival guidance information. These systems are too open to operator error. They also mean that staff in the emergency control room, at the incident and in assisting control rooms can't share, view and update actions in real time. These systems could compromise the service's ability to safely resolve a major incident at a tall building.

The service works well with other fire and rescue services

The service supports other fire and rescue services responding to emergency incidents. It is interoperable with these services and can form part of a multi-agency response. The service is leading the work to provide a shared fire investigation unit with the other Thames Valley fire services and the police, supporting them to meet the national standards in this area. All Thames Valley services now use compatible breathing apparatus to support their borderless response to incidents.

The service has successfully deployed to other services and has used national assets such as using the Thames Valley fire services incident command unit and water rescue boats for recent flooding incidents.

The service carries out cross-border exercises with other fire and rescue services

The service carries out cross-border exercises with neighbouring fire and rescue services, helping them work together effectively to keep the public safe. These exercises help them plan for the risk of major events at which the service could foreseeably give support or ask for help from neighbouring services. These exercises have recently included a high-rise building over the border in the Swindon area, for which the service might need to respond. We were encouraged to see the service uses feedback from these exercises to inform risk information and service plans.

Incident commanders have a good understanding of JESIP

The incident commanders we interviewed had been trained in and were familiar with JESIP. They spoke positively of recent multi-agency training that had taken place and of the inclusion of JESIP.

The service could give us strong evidence that it consistently follows these principles. This includes providing in-house training and middle management quarterly update sessions, as well as externally accredited training to its incident commanders.

But the service should make sure that it is taking the opportunity to carry out robust debriefs after all its multi-agency incidents and exercises. It may not be identifying any problems it has with applying JESIP. This could compromise the service's ability to respond effectively with other emergency services when major incidents do occur.

The service is an active part of the local resilience forum

The service has good arrangements in place to respond to emergencies with partners that make up the Thames Valley local resilience forum. These arrangements include strategic and tactical planning and co-ordination for major and multi-agency incidents.

The service is a valued partner of, and it chairs, the chemical, biological, radiological, nuclear and explosive group. It also co-chairs the technical communications group. The service takes part in regular training events with other members of the local resilience forum and uses the learning to develop planning assumptions about responding to major and multi-agency incidents. The service was part of a wide area flooding exercise in October 2023 and a no-notice exercise at Oxford football club. Organisations involved in a no-notice exercise aren't told it will happen in advance. This means that the exercise assesses how quickly organisations can respond to a scenario – just like they would need to in a real situation.

The service shares and contributes to national learning

The service makes sure it knows about national operational updates from other fire and rescue services and joint organisational learning from other organisations, such as the police service and ambulance trusts. It uses this learning to inform planning assumptions that it makes with partner organisations. But the local resilience forum recognises the need to make sure this happens consistently, and so is introducing a new group, which includes the service, to review the information.

The service has improved its staff's understanding of marauding terrorist attacks

In our last inspection, we identified an area for improvement that the service should make sure it is well prepared to form part of a multi-agency response to a marauding terrorist incident, and that its procedures for this are understood by all staff and are well tested.

We were encouraged to find that the service has developed its online training package to improve understanding of marauding terrorist attacks and has taken part in regional exercises to test its procedures for this. The area for improvement is now closed.

Making best use of resources

Requires improvement

Oxfordshire Fire and Rescue Service requires improvement at making best use of its resources.

Fire and rescue services should manage their resources properly and appropriately, aligning them with their risks and statutory responsibilities. Services should make best possible use of resources to achieve the best results for the public.

The service's revenue budget for 2023/24 is £26.7 million. This is a 4.1 percent increase from the previous financial year.

Areas for improvement

The service needs to show a clear rationale for the resources allocated between prevention, protection and response activities. This should reflect, and be consistent with, the risks and priorities set out in its community risk management plan.

The service should assure itself that all processes in place to support performance management are effective.

The service should have effective measures in place to assure itself that its workforce is productive and that their time is used as efficiently and effectively as possible to meet the priorities in its community risk management plan.

The service should make sure it continually and effectively monitors, reviews and evaluates the benefits and outcomes of all its collaboration activity.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service works closely with the county council to manage its financial plans

The service is part of Oxfordshire County Council's Community Safety Services Directorate. It works closely with the county council to make sure it is sustainable. Following evidence-based funding bids, the service has secured capital funding for investment in its estate. This will support the service in achieving some of the objectives of its CRMP.

It builds its plans on sound scenarios. Regular in-year budget reviews and using its contingency budget to cover unforeseen costs help make sure the service is sustainable. The council plans to make the maximum rise in the council tax precept (the amount of council tax revenue allocated to fire and rescue services) and has allowed for rises in inflation and a higher than anticipated pay award. The service's financial plans are underpinned by financial controls that reduce the risk of misusing public money.

The service needs to better allocate its resources to manage its risks

The service sometimes uses its resources well to manage risk, but there are weaknesses that need addressing. These include understanding the impact of prevention and protection activity in mitigating risk, to make sure the service has the right number of qualified staff in these teams.

The service needs to understand the impact of having various on-call contracts in place both on its people and on its fire cover. The service sometimes struggles to make sure fire engines are available at times of peak demand such as during morning rush hour and midweek evenings.

The service's workforce plans, including allocating resources to prevention, protection and response, aren't consistent with the current risks and priorities it has identified in its CRMP and department strategies. The rationale for the way the service allocates resources to its prevention and protection teams isn't clear.

There is evidence that some areas of the service are under-resourced, which leads to increased risk and affects staff welfare. Staff in prevention who carry out high-risk visits have little to no resilience in their team to manage increasing workloads. And a vacancy in the performance team still needs to be filled. Some middle managers we spoke to told us they have high workloads, and their teams don't have the capacity they need.

The service is evaluating its mix of crewing and duty systems as part of its current CRMP. It knows it must analyse its response cover to make sure it can deploy its fire engines and response staff to manage risk efficiently. We look forward to seeing the results of the community safety services review at our next inspection.

The service needs to improve how it manages performance

The service's arrangements for managing performance have changed since our last inspection. Its performance dashboard hadn't been available since March 2023 due to the expiry of its software licence. At the time of our inspection, the service hadn't yet put a new system in place. Although the service has department and station plans with clear objectives, staff were unsure how these objectives achieve the CRMP priorities. A new meeting structure had been introduced to try to reduce the amount of time managers were spending in meetings, but many managers felt that this wasn't providing the same robust understanding of performance and risk management. The change was yet to be evaluated by the service.

The service explained that it is moving to a new performance management system, one which is already well established in the county council. This should support the service to get back to actively managing performance on a more regular basis.

The service doesn't understand how it uses its wholetime firefighters. It doesn't accurately collect data on how they spend their time across day and night shifts. It doesn't make the most of this capacity. For example, some staff told us they have targets to achieve and record what they have done locally, but others didn't. Staff in both prevention and protection teams were unclear about their targets. The service should do more to make sure its workforce is as productive as possible. This remains an area for improvement from our last inspection.

The service recognises it could reduce its use of overtime and number of temporary roles. In 2022/23 the service spent over £625,000 on overtime to make sure that fire engines were available at the right locations. The service was reviewing this as part of its CRMP community safety services review.

The service has identified financial savings from collaborations, but it should do more to understand all the benefits of its collaborations

We were pleased to see the service meets its statutory duty to collaborate. It routinely considers opportunities to collaborate with other emergency responders. For example, the service works closely with South Central Ambulance Service to train firefighters in casualty care. And it works with Thames Valley Police on projects that support the Right Care, Right Person initiative.

Collaboration generates some savings. The service told us through the joint procurement of fire engines and breathing apparatus between the three Thames Valley fire services, £583,000 of savings were reportedly made in the year ending 31 March 2023.

We are satisfied that the service monitors, reviews and evaluates the benefits and results of its collaborations. But its reviews and evaluation are limited in scope, and the service doesn't use them to learn or change decisions. The service is leading the shared fire investigation project on behalf of the Thames Valley fire and rescue services, but has yet to complete the evaluation to fully realise the benefits of this joint project. This remains an area for improvement from our last inspection.

The service plans for events that might affect its usual functioning

The service has good continuity arrangements in place for areas in which it considers threats and risks to be high. It regularly reviews and tests these threats and risks so that staff know the arrangements and their associated responsibilities. For example, the service set up its operational and communications cells while planning for potential industrial action in 2022/23. But the service couldn't be sure how many fire engines would be available to respond to an incident if there was an extended period of industrial action. It could seek support from the military, but this still might not result in the service being able to provide its standard level of response.

The service shows sound financial management

The service carries out regular reviews of all its expenditure, including its non-pay costs. This scrutiny makes sure it gets good value for money. The service anticipates that through these expenditure reviews it will achieve its target of £95,000 savings in 2023/24. It has also identified that it could save money by improving staff attendance at its occupational health appointments, as it is charged when they don't attend.

The service is taking steps to make sure it achieves efficiency gains through sound financial management and best working practices. It is doing this in important areas such as estates, fleet and procurement through a full review of its operational model.

Making the fire and rescue service affordable now and in the future

Adequate

Oxfordshire Fire and Rescue Service is adequate at making the service affordable now and in the future.

Fire and rescue services should continuously look for ways to improve their effectiveness and efficiency. This includes transforming how they work and improving their value for money. Services should have robust spending plans that reflect future financial challenges and efficiency opportunities, and they should invest in better services for the public.

Areas for improvement

The service needs to assure itself that it is making the most of opportunities to improve workforce productivity and develop future capacity using innovation, including technology.

The service should make sure it has the right skills and capacity to successfully manage change across the organisation.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service has ambitious plans to improve value for money

As part of the Community Safety Services Directorate within Oxfordshire County Council, the service continues to have a sound understanding of future financial challenges. It plans to mitigate its main or significant financial risks. For example, the service has access to a contingency budget held by the County Council to cover unforeseen pay and price inflation. This was used to fund the higher-than-anticipated pay award for firefighters.

The service's underpinning financial assumptions are relatively robust, realistic and prudent. They take account of the wider external environment and some scenario planning for future spending reductions. The service, with support from the county council, has modelled fuel inflation over the next 10 years so it can better forecast inflationary pressures.

The service is carrying out a community safety services review to identify more efficient and effective ways of working. This work includes a review of its operational model to reflect changing risk and lower demand, including fleet and estates requirements. It also includes consideration of how it can improve staff productivity, use new technologies and further develop how it works with other organisations. While this review will take place during 2024, the service has already identified some areas where it can become more efficient or generate additional income, including:

- changing its policy for responding to unwanted fire signals;
- reducing the number of false alarms it responds to, so firefighters can spend more time on productive tasks; and
- generating income from unused parts of the Rewley Road fire station site following its redevelopment.

The service has clear arrangements for the use of reserves

Reserves are held by Oxfordshire County Council. There is a robust process for the service to access them if they are needed.

The service has started to improve its fleet and estates

We were encouraged to see the improvements the service has made since our last inspection. The service's estate and fleet strategies have been reviewed. And the service has made initial improvements to some buildings by accessing county council decarbonisation funding for solar panels and air source heat pumps. The service has ambitious plans to redevelop some of its fire stations as part of the community services review.

Both the estate and fleet strategies exploit opportunities to improve efficiency and effectiveness. The service will start to replace some of its ageing fleet in 2024. This will reduce the cost of maintenance for some of its older vehicles.

The service needs to make sure it maintains the momentum of these developments. It should regularly review these strategies so that it can properly assess the effect any changes in estate and fleet provision, or future innovation, have on risk.

The service should make the most of technology to improve productivity

The service made some improvements since our last inspection, which includes introducing new IT systems for prevention and protection activity. But in our latest inspection we found that this progress hadn't continued.

The service hasn't considered how changes in technology and future innovation may affect some of its work. For example, the service has been without its performance monitoring system since March 2023. This has resulted in some staff not understanding what is expected of them.

We also found that some of the service's IT systems still result in staff duplicating work or having to find workaround solutions, including:

- staff in protection using two electronic records to manage their workload due to the new system being incomplete;
- staff in prevention losing access to historical data for previously completed safe and well visits, meaning they can't see what had been previously done following a referral;
- the system for operational availability not supporting the management of on-call contracts; and
- the operational assurance team being without a system to monitor and track learning outcomes.

The area for improvement, to make the most of opportunities to improve workforce productivity and develop future capacity using innovation and technology, remains.

The service should make sure it has the capability for its transformation plans

The service has limited capacity and capability to bring about sustainable change. It works with others to improve efficiency, but the benefits aren't well defined and aren't guaranteed. For example, through the county council's IT provision the service has access to the council's wide area network and expertise for software development. But the process for making sure it has the right systems and equipment lacks oversight and robust project management.

The service has ambitious transformation plans for this and its next CRMP. It should assure itself that it has the right skills in place to manage and complete the changes needed across the organisation.

The service seeks funding to support it to improve road safety

The service actively considers and exploits opportunities for generating extra income. Where appropriate, the service has secured external funding to invest in improvements to the service it gives the public. This includes seeking funding from the Bikeability Trust to support the service to provide road safety education to children and young people.

Promoting the right values and culture

Requires improvement

Oxfordshire Fire and Rescue Service requires improvement at promoting the right values and culture.

Fire and rescue services should have positive and inclusive cultures, modelled by the behaviours of their senior leaders. Services should promote health and safety effectively, and staff should have access to a range of well-being support that can be tailored to their individual needs.

Areas for improvement

The service should assure itself that senior managers are visible and demonstrate service values through their behaviours.

The service should make sure all staff understand and demonstrate its values.

The service should monitor secondary contracts to make sure working hours aren't exceeded.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service's values are clear but aren't demonstrated by all staff

The service has a clearly defined set of values that are aligned with the county council values and with the Core Code of Ethics. But it should improve awareness of them among its staff at all levels. Some staff we spoke to in on-call stations weren't aware of the values.

Most staff told us they are proud to work for the service and showed a positive commitment to their work. But the culture of the organisation doesn't always align with

its values. Although not widespread, some behaviours we saw or were told about didn't meet the standards expected. Some of the poor behaviours staff told us they had experienced at work included inappropriate and racist language. And staff described managers who shouted at them and others if they were struggling.

We found that in some parts of the service there wasn't a strong culture of challenge. Some staff didn't have the confidence to challenge poor behaviour or report this to their line managers. Disappointingly, we heard from one member of staff that they had been told to stop raising issues. Although the workforce has welcomed the introduction of a confidential reporting line, and some staff felt confident in challenging inappropriate behaviour, not everyone had confidence in this. Some felt that appropriate action isn't always taken by managers to challenge unacceptable behaviours. But it is positive that when issues have been raised through the service's reporting channels, they have been investigated and action taken as a result.

Some staff felt that senior leaders don't always act as positive role models. We were told that there is a disconnect at different levels of the service, and in the senior leadership team. Some staff told us about inconsistent approaches to decision-making and that information doesn't always filter down effectively from senior leaders. Staff described some leaders as not being as approachable or visible as they once were, due to the increase in remote working since the pandemic.

Of those who responded to our staff survey, we found that 61 percent (72 out of 119) agreed that their senior leaders consistently model and maintain the service's values. This is a reduction from the previous staff survey, when 95 percent (111 out of 117) agreed with the statement. But it is positive that in our latest inspection, 92 percent (110 out of 119) agreed that their colleagues consistently model and maintain the service's values.

The service provides good well-being support to its workforce, but work-related stress isn't being fully addressed

The service continues to have well-understood and effective well-being policies in place, which are available to staff. But some old policies that have been replaced were still available to view, leading to some managers applying policy inconsistently.

A significant range of well-being support is available to support both physical and mental health. For example, the service continues to provide good occupational health support, including access to a general practice doctor, nurse and physiotherapy.

There are good provisions in place to promote staff mental well-being. These include counselling sessions provided by the employee assistance programme and good critical incident debriefs. Of those who responded to our staff survey, 91 percent (112 out of 123) agreed that they feel able to access services to support their mental well-being.

But some staff reported that their well-being is being affected by excessive workloads. Middle managers said that their workloads have increased due to a reduced cohort and needing to manage staff uncertainty about the change programme, on top of their usual duties. And some felt that developing their careers was impossible alongside the challenges of day-to-day work. The senior leaders are aware of the increased work-related stress staff are reporting and have commissioned a culture survey to understand what more could be done to address this.

The service has good health and safety policies, but is still not monitoring the working hours of staff

The service has effective and well-understood health and safety policies and procedures in place. In our staff survey, 96 percent (118 of 123) of respondents agreed that they understand the policies and procedures the service has in place to make sure they can work safely.

These policies and procedures are readily available, and the service promotes them effectively to all staff. Both staff and representative bodies have confidence in the health and safety approach the service takes. Staff are trained regularly via a mandatory e-learning package and health and safety-related qualifications.

But we found that the service still needs to fully implement the process to manage the decontamination of kit in some stations. Staff have raised concerns about some stations' facilities and the different approaches being taken.

During our last inspection we highlighted that the service wasn't doing enough to monitor staff who have secondary employment or dual contracts, to make sure they comply with the secondary employment policy and don't work excessive hours. The service has made limited progress in addressing this, and so the area for improvement remains.

Absence management processes are clear and well promoted

We were pleased to find that the service had updated its absence management processes, and provided clear guidance for managers, who are now more confident in using the process. Most staff we spoke to thought that the service manages absences well and in accordance with policy. This was an area for improvement in our last inspection, which is now closed.

Getting the right people with the right skills

Adequate

Oxfordshire Fire and Rescue Service is adequate at getting the right people with the right skills.

Fire and rescue services should have a workforce plan in place that is linked to their community risk management plans. It should set out their current and future skills requirements and address capability gaps. This should be supplemented by a culture of continuous improvement, including appropriate learning and development throughout the service.

Areas for improvement

The service should assure itself that all staff are appropriately trained for their roles, especially where specialist skills are required to implement the community risk management plan.

The service should address the high number of staff in temporary promotion positions.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service regularly reviews its workforce, but it has too many staff in temporary roles

The service has good workforce planning for all operational roles. Its plans are still subject to consistent scrutiny in the form of regular meetings to discuss overall operational requirements.

Through its planning process, the service is aware that there are a high number of staff in temporary roles. This is causing delays to some improvement projects and inconsistent performance management in prevention, protection and response. Some staff reported feeling frustrated by so many changes in middle and senior management.

The service has good processes to monitor operational workforce skills

Most staff told us that they could access the training they need to be effective in their role. In our staff survey, 80 percent (99 of 123) respondents agreed that they have received sufficient training for their role.

The service's training plans make sure they can maintain operational competence and capability effectively. The service is part way through its training plan cycle and intends to evaluate the process to make sure it continues to be effective for all staff, including those in on-call roles. The service expects its on-call staff to maintain the same competency levels as wholetime firefighters, but in a reduced amount of time, which is proving challenging. Some on-call staff reported not having effective support to be able to gain the required skills quickly enough. We look forward to seeing what the service learns and changes through this evaluation.

The service continues to monitor operational staff competence through monthly performance reports, training team and management meetings. It regularly updates its understanding of staff skills and risk-critical safety capabilities. This approach means the service can identify gaps in workforce capabilities and resilience. It also means it can make sound and financially sustainable decisions about current and future needs.

The service has improved its provision of breathing apparatus training

In our last inspection, we identified an area for improvement for the service to make sure it has the capacity to make sure staff are trained and assessed promptly in safety-critical skills, such as using breathing apparatus.

The service has worked hard to reduce the number of staff waiting to complete an assessment in this risk-critical skill, and as such this area for improvement is now closed. It has provided additional breathing apparatus training courses over the year and reassessed the course programme following feedback. The service should continue to maintain this approach to make sure it can mobilise its fire engines with well-trained firefighters.

The service should make sure learning opportunities are accessible to all staff

Although the service provides some learning and development, it doesn't always meet the needs of its staff, or indeed of the service. For example, to make the changes the service needs to support its CRMP, it knows it will require more staff with project management and communication skills. But the service is reliant on the county council to provide some of the project management and communication expertise it needs, rather than building the skills of its own staff in these areas. The lack of extra capacity and capability is likely to affect what the service can offer the public.

Some staff told us that they can access the range of learning and development resources they need to do their job effectively using the operational training planner, e-learning site and county council training courses. But other professionals still reported having limited access to the specialist skills courses that would help them to develop in their careers. And some staff feel that there is an inconsistent approach to leadership and management training, in topics such as discipline and grievance. In our staff survey, only 57 percent (70 of 123) of respondents agreed that they are given the same opportunities to develop as other staff in the service.

Ensuring fairness and promoting diversity

Requires improvement

Oxfordshire Fire and Rescue Service requires improvement at ensuring fairness and promoting diversity.

Creating a more representative workforce gives fire and rescue services huge benefits. These include greater access to talent and different ways of thinking. It also helps them better understand and engage with local communities. Each service should make sure staff throughout the organisation firmly understand and show a commitment to equality, diversity and inclusion. This includes successfully taking steps to remove inequality and making progress to improve fairness, diversity and inclusion at all levels of the service. It should proactively seek and respond to feedback from staff and make sure any action it takes is meaningful.

Areas for improvement

The service should make sure it has processes in place to communicate and consult with staff about change programmes.

The service should make sure it appropriately addresses problems it identifies through its staff survey, and that it promptly communicates to staff any actions it takes as a result.

The service should review how effective its policy on bullying, harassment and discrimination is in reducing unacceptable behaviour towards its staff.

The service should make sure it has robust processes in place to undertake equality impact assessments and review any actions agreed as a result.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service seeks staff feedback, but should continue to act on the issues raised and make sure it communicates with all staff about its change programme

The service has developed several ways to work with staff on issues and decisions that affect them. This includes methods to build all-staff awareness of fairness and diversity, as well as targeted initiatives to identify matters that affect different staff groups. For example, 'keeping you connected' online sessions are held by the senior leaders, giving staff an opportunity to raise concerns and ask questions of senior leaders. The service collates feedback from these sessions, face-to-face station visits and its own staff surveys.

Representative bodies and staff associations reported that the service works with them well. The service meets with them every six weeks and are consulted at an early stage about the community safety services review options, the service's change programme.

More recently, staff have lost confidence in the service's feedback processes and think they are no longer effective. We were told that staff have raised concerns about the impact of high workloads and the change programme. But there was little evidence of any action being taken as a result, and staff had no confidence that anything would be done.

In our staff survey, 66 percent (80 of 123) of respondents felt that change wasn't handled well by the service. Staff are proud to work for the service and are keen to have regular updates about the community safety services review and senior leadership direction. The service should make sure it plans and provides regular communication with staff about the change programme, and about actions taken in response to staff surveys.

The service should review how it tackles bullying, harassment and discrimination

The service should improve staff understanding of bullying, harassment and discrimination, including its duty to eliminate them. In our staff survey, 9 percent (11 of 123) of respondents told us they had felt bullied or harassed and 13 percent (16 of 123) had felt discriminated against at work over the past 12 months. On 14 occasions these concerns were reported either formally or informally.

Although the service has clear policies and procedures in place, some staff have limited confidence in how well the service can deal effectively with cases of bullying, harassment and discrimination, as well as grievances and discipline. Some staff also lack confidence in dealing with these situations themselves. Managers are receiving training in challenging inappropriate behaviour. But not all of them are using this to make sure that they challenge all inappropriate behaviours. Some staff said they don't feel confident in raising an issue as it may negatively affect their career progression or make the situation worse.

The service has reduced disproportionality in its recruitment processes

There is an open, fair and honest recruitment process for staff or those wishing to work for the fire and rescue service. The service has an effective system to understand and remove the risk of disproportionality in recruitment processes. Disproportionality is when a certain group of people (for example, people of a certain ethnicity or age group) are affected by the service's actions in a way that is substantially different from people not of that group.

The service carries out positive action events at some of its on-call stations and has recently been nominated for awards to recognise its on-call campaign materials. These have been developed to encourage people with different backgrounds who might be interested in becoming on-call firefighters.

The service has put considerable effort into developing its wholetime recruitment processes so that they are fair and potential applicants can understand them. It reviewed the process and made changes which have resulted in a more diverse range of candidates. Its operational recruitment policies are comprehensive and cover opportunities in all roles. The service retains all records from each recruitment process so they can be evaluated and analysed for further improvement.

The service has made some improvements to increasing staff diversity at some levels of the organisation. The proportion of firefighters that identified as being from an ethnic minority background has increased from 6 percent (31 people) in 2021/22 to 6.8 percent (36 people) in 2022/23. The proportion of firefighters who identified as a woman has increased from 9.2 percent (52 women) to 10.4 percent (60 women) over the same period.

The service's own performance report identifies that in 2022/23, 28 percent of new on-call joiners were women. Staff were positive about being kept informed of recruitment campaign progress by the service. But the service has no clear strategy in place to support it to increase diversity through its workforce planning.

For the whole workforce, in 2022/23, 7.8 percent identified as being from an ethnic minority background compared to 22.2 percent in their local population and 8.5 percent throughout all fire and rescue services. The proportion of the workforce who identified as a woman was 15.6 percent, compared to an average of 19.4 percent throughout all fire and rescue services. The service knows it could still do more to better reflect its local communities.

Equality, diversity and inclusion isn't being actively promoted in the service

The service needs to improve its approach to equality, diversity and inclusion. In our last inspection, we reported positively on the service's approach to this. The deputy chief fire officer chaired an inclusion group, and activity in the service was reported as driving positive change. Disappointingly, this strategic support has reduced with the changes in senior management. And there has been inconsistent attendance at the inclusion group due to staff having less capacity.

This reduction in capacity has also resulted in the service not providing the training it had hoped to on the equality impact assessment process. Although the service has a good process in place to assess equality impact and use data to make informed decisions, it doesn't properly assess or act on the impact on each protected characteristic.

It is positive that in our staff survey, 94 percent (116 of 123) of respondents agreed that they have access to gender-appropriate workplace facilities, and that staff described completing equality, diversity and inclusion training during their induction and via e-learning.

But we found that understanding of equality, diversity and inclusion varied across the service. Some staff are invested in increasing awareness of diversity in the service and supporting national campaigns such as International Women's Day. But others described this as only ticking a box for personal development, and told us they skipped through the training materials as quickly as possible. Training isn't mandatory and we found inconsistencies in the training records for staff, with some not having completed any training in equality, diversity and inclusion for over four years.

The service has recently advertised for a cultural engagement officer. We look forward to seeing the impact this role has in supporting the service to improve its culture for equality, diversity and inclusion.

Managing performance and developing leaders

Requires improvement

Oxfordshire Fire and Rescue Service requires improvement at managing performance and developing leaders.

Fire and rescue services should have robust and meaningful performance management arrangements in place for their staff. All staff should be supported to meet their potential and there should be a focus on developing staff and improving diversity into leadership roles.

Areas for improvement

The service should improve the way all staff understand and apply the performance development review process.

The service should put in place an open and fair process to identify, develop and support high-potential staff and aspiring leaders.

The service should assure itself it has an effective process in place for succession planning, including senior leadership roles.

We set out our detailed findings below. These are the basis for our judgment of the service's performance in this area.

Main findings

The service should make sure performance reviews are consistent

The service continues to have an inconsistent process in place for performance and development. Not all staff have specific and individual objectives or have had their performance assessed in the past year. Through our staff survey, 50 percent (61 of 123) of respondents told us they have had a formal personal development review/appraisal in the last 12 months.

Staff don't always think the system is fair. For some it is just a box-ticking exercise to check they are up to date with their competencies, although others felt that the process is a valuable opportunity to discuss personal development related to their progression. These staff said it had helped them. In our staff survey, 59 percent (72 of 123) of respondents agreed that the one-to-one conversations they have with their line manager are helping them to achieve their full potential.

A training pack and guidance has been made available to staff. We saw posters in stations which promoted the performance review process. But not all staff were aware of the details of the process. The area for improvement identified in our last inspection remains. The service should improve understanding and use of the performance development review process among all its staff.

Staff don't perceive the promotion and progression process as fair

The service has put considerable effort into developing its promotion and progression processes. It has trialled a promotion gateway process for two of its managerial levels. But not all staff perceive this to have been a fair process. In our staff survey, only 41 percent (50 of 123) of respondents agreed that the promotion process is fair.

The service needs to do more to make sure its promotion and progression processes are understood and fair. Staff described that the new gateway process required a lot of work to prepare for, and that some staff who hadn't passed were still provided with a temporary promotion opportunity. Staff also felt that the promotion panels weren't as diverse as those for recruitment.

The service still doesn't manage temporary promotions well, and we found evidence of them being in place for longer than they should be. In the year ending 31 March 2023, there were 58 temporary promotions in the service, lasting on average for 370 days. These temporary promotions are being used to cover gaps in the service's succession planning. The service should make sure its succession plans are effective and clearly communicated.

The service aims to diversify its future leadership

The service knows it needs to go further to increase workforce diversity, especially in middle and senior management. It has put in place plans to address this. These include the recruitment of a direct entrant at station manager level, opening some promotion opportunities to support staff, and having well trained and diverse recruitment panels.

The service needs to improve how it develops leaders and identifies high potential staff

The service needs to improve the way it actively manages the career pathways of staff, including those with specialist skills and those with potential for leadership roles. In our staff survey, 59 percent (73 of 123) of respondents agreed that they have opportunities to develop their career in the service.

The service has some talent management schemes in place to develop leaders and high-potential staff, but it doesn't manage all of them openly or fairly. For example, recent temporary opportunities haven't all been advertised externally, and there has been a lack of transparency around the way appointment decisions are made. This has resulted in inconsistency and undermines staff perception of fairness in the process.

The service should consider putting in place more formal arrangements to identify and support members of staff to become senior leaders. Progress against this area for improvement identified in our last inspection has been limited, so it remains.

Although the service has begun to make sure staff receive the most appropriate level of management training, it needs to do more to make sure it implements the December 2022 'Leading the Service' and 'Leading and Developing People' fire standards effectively.

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Divisions Affected - All

Place Overview and Scrutiny Committee – 25 September 2024

LTCP monitoring report

Report by Director of Environment and Highways

RECOMMENDATION

1. **The Place Overview and Scrutiny Committee is RECOMMENDED to:**

   a) Note the progress made on delivering the Local Transport and Connectivity Plan (LTCP) to date.
   b) Provide any comments on the draft LTCP monitoring report.
   c) Provide any comments on the proposed changes to the LTCP.

Executive Summary

2. This report provides Place Overview and Scrutiny Committee with an overview of the annual LTCP monitoring report. It summarises the background to the report and key issues. It also provides an overview of proposed changes to the LTCP. It is proposed that the monitoring report (annex 1) and updated LTCP (annex 3) are agreed by cabinet for publication at their November meeting.

Background

3. The LTCP adopted by the council in July 2022, outlines the long-term vision for transport and travel in the county and the policies required to deliver this. The LTCP also includes a set of headline targets to track delivery of the vision. This includes targets to replace or remove 1 out of every 4 current car trips in Oxfordshire by 2030, deliver a net-zero transport network by 2040 and have zero, or as close as possible, road fatalities or serious injuries by 2050.

4. In order to demonstrate progress on delivering the LTCP, progress made against policy deliverables, the Plan's headline targets and performance against the key performance indicators (KPI) we committed to publishing annual monitoring reports. The first annual monitoring report was approved by cabinet for publication in October 2023 and the second annual monitoring has now been drafted (annex 1).

5. The LTCP also identified that review of the LTCP document would be conducted on an annual basis and adjustments made to the document as required. Following review of the document it is proposed that a number of minor changes

are made this year to reflect developments since adoption. The proposed changes are identified in annex 2.

6. It is proposed that the monitoring report and updated LTCP document are presented to cabinet at their November meeting for awareness, discussion and agreement to publish. Inclusion of the monitoring report will also help to raise public awareness and ensure that the county council are reporting progress on the LTCP in a transparent way.

Summary of progress

7. Overall, the LTCP monitoring report shows that there has been some positive progress against KPIs compared to last year. This includes an increase in cycle trips, bus and rail usage and a reduction of road fatalities or serious injuries. However, cycle trips, bus and rail usage all remain lower than the 2019 baseline. Similarly, private car related measures such as vehicle miles have continued to increase following the COVID-19 pandemic. This has been accompanied by a small increase in road transport emissions.

8. As with last year's monitoring report, it is important to consider the range of factors affecting the LTCP KPIs and headline targets. In many cases there are a complex range of factors such as national policy and private sector decisions that may affect the data and trends observed. National trends and commentary about key factors influencing travel choices has been included in the report to help highlight these complexities. In some cases, further work is required to better understand the trends observed and likely requires external support or additional resource to achieve.

9. There has been a good level of delivery over the last year including:
    - Oxfordshire Strategic Active Travel Network approved in April 2024.
    - Community Outreach Active Travel programme launched in November 2023 by partners, Active Oxfordshire (AO).
    - Progressing Phase 2 School Streets at 5 schools.
    - Vision Zero Strategy and Action Plan adopted in April 2024.
    - Delivery of the Zero Emission Bus Regional Area (ZEBRA) in partnership with the bus operators.
    - New Bus Service Improvement Plan adopted in June 2024.
    - Launched a new countywide multi operator bus ticket scheme (MyBus).
    - Received £2,629,000 additional funding from the DfT for resurfacing and pothole repair.
    - MultiCAV project successfully completed, piloting a self-driving bus between Milton Park and Didcot Railway station.
    - Pilot countywide travel behaviour survey conducted.
    - Ongoing work to deliver a Horizon Europe funded project (Green-log) for a freight consolidation pilot in Oxford, with demonstration commencing in Winter 2024.
    - Central Oxfordshire Movement and Place Framework and development commenced.

10. A quarterly LTCP Project Board has been established at officer level to support delivery of the LTCP. The Project Board provide oversight and set the strategic direction to inform supporting programme/project boards based on monitoring and performance data. The Project Board will review progress made and potential changes required to achieve the overall aims of LTCP. At this stage it is not proposed that any immediate actions or changes of approach are made. This is due to the positive progress made in some areas and data limitations about the impacts of LTCP implementation, as outlined in the following section.

Key issues

11. Due to data reporting timescales, the majority of data available relates to 2022. Therefore, there is still limited information about the impacts of this LTCP on the targets and KPIs.

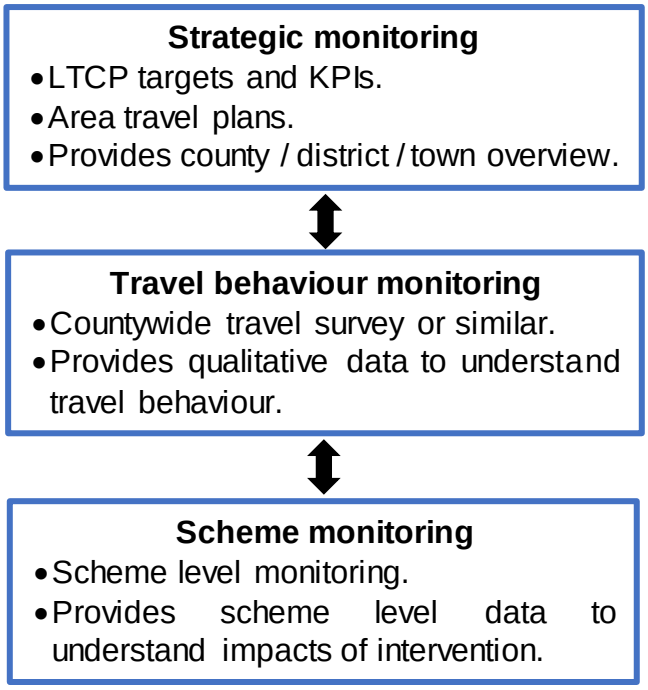
12. There are also some targets or KPIs that have not been updated due to lack of data availability. This is due to dependency on the publication of data by external partners such as the government, the inclusion of KPIs which were not previously monitored by OCC and robust monitoring methods have not been identified or because data sources have not been updated since the LTCP was adopted. In some cases, data has been included on similar topics in this year's monitoring report.

13. These issues were amongst those highlighted in an internal audit review of LTCP governance, undertaken earlier in the year in collaboration with Transport Policy. A number of actions were identified, some of which have now been completed. These included commitments to:

    (a) Undertake an analysis of all LTCP related KPIs with a view to understand the internal and external levers that influence them.
    (b) Implement more regular monitoring and reporting over an agreed set of appropriate LTCP targets and KPIs to enable more timely governance and oversight and effective decision-making.

14. Necessary changes as a result of these actions will be incorporated into the 25/26 Transport Policy Service and Resource Planning Document to be developed and subsequent monitoring of appropriate KPIs through the monthly Directorate reporting system.

15. Another key issue requiring consideration is how to improve the overall LTCP monitoring. In order to effectively monitor the LTCP and travel trends it is considered that 3 types of monitoring are broadly required: strategic monitoring, travel behaviour and scheme monitoring. These three types of monitoring need to be combined to create a feedback loop as outlined on the diagram below:



16. Currently we have a relatively good level of strategic monitoring of the Plan through the data and analytics which are contained within the LTCP monitoring report and which provides an overall summary. However, scheme level monitoring and travel behaviour monitoring are weaker. It is therefore challenging to establish how much change is a result of LTCP delivery. Some scheme level monitoring has been included this year but moving forward more scheme level monitoring will be required to help measure and establish the causes of change.

17. A pilot countywide travel behaviour survey was conducted in winter 2023 and findings have been summarised in the monitoring report. Similarly, Oxfordshire Community Rail Partnership conducted a travel survey in March 2024 and the results have been summarised in the monitoring report. A wider roll out of this type of survey is likely to be needed in the future to better understand travel behaviour in Oxfordshire and capture qualitative data to assist with understanding of the countywide trends.

18. In order to further improve monitoring and understanding of the LTCP and travel trends, additional investment is likely to be required to improve the county council's monitoring and evaluation capabilities.

19. In order to address these issues and to support completion of the audit actions, officers are planning to undertake a number of actions to be progressed over the remainder of this business year:
    (a) Reviewing the inclusion of KPIs that have not been updated for next year's monitoring report and investigating alternative KPIs.
    (b) Conducting a 'task and finish' project on LTCP monitoring, working with the proposed Place Overview and Scrutiny Committee Transport Working Group, to assess data gaps, robustness, benchmarking and inform future work.

(c) Investigate the feasibility of external support from academic partners to better understand the range of factors affecting the LTCP KPIs and headline targets.
(d) Development of plans for LTCP Area Travel Plan monitoring.
(e) Development of a more detailed proposal for how to improve the county council's monitoring and evaluation capabilities to inform bidding and budget setting work.

Summary of proposed changes

20. We recognise that there is still a long way to go if we are to deliver our vision and targets for transport in Oxfordshire. We will therefore continue to work hard on delivering the LTCP over the next year. It is important to note that due to central government's funding approach, we have to work hard to identify suitable funding sources and bid for every suitable opportunity.

21. Work to incorporate the results of the LTCP Monitoring report and changes to LTCP will be undertaken through ongoing work such as area travel plan development, vision zero strategy delivery and business as usual operations.

Corporate Policies and Priorities

22. The County Council's strategic plan, 2022-25, sets out a vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county. The LTCP will help to deliver all aspects of this vision.

23. The LTCP builds on the 9 strategic priorities of the county council and will be key to delivering the following four:
    - Put action to address the climate emergency at the heart of our work
    - Tackle inequalities in Oxfordshire
    - Prioritise the health and wellbeing of residents
    - Invest in an inclusive, integrated and sustainable transport network.

24. The LTCP will help to make Oxfordshire greener, fairer and healthier due to the relationship between transport, quality of life, health and the environment. The LTCP directly seeks to reduce carbon emissions and aims for a net-zero transport system by 2040. It also has a strong focus on healthy place shaping and encouraging active lives. This will help to improve health and wellbeing by providing safer walking and cycling routes to school and improving air quality.

25. The LTCP will also help to tackle inequalities and improve health and wellbeing because transport can play a significant role in enabling older and disabled people to live independently. The LTCP seeks to improve connectivity for all residents and there are policies that will specifically help to achieve this.

26. The LTCP aims to reduce private car use and encourage modal shift to walking, cycling, public and shared transport. This will be central to addressing the climate emergency and improving health and wellbeing.

27. The LTCP monitoring report itself does not introduce any policies or proposed service changes that will impact on the corporate policies and priorities. However, the data collected will help to assess progress made and identify areas of the LTCP where amendments may be required to improve delivery.

28. The proposed changes to the LTCP document and minor factual changes to reflect updated context since adoption in July 2022. The changes will not introduce or change any policies that will impact on the corporate policies and priorities.

Financial Implications

29. The LTCP monitoring report and amendments to the LTCP do not have any direct implications for transport infrastructure investment. The monitoring report provides data and information to help inform future decision making and potential amendments to the LTCP or supporting strategies.

30. The LTCP monitoring report and updates to the LTCP have been produced by staff from across the Environment and Highways and Economy and Place directorates, and hence covered by the staffing budget in these areas. Immediate work to incorporate the results of the monitoring report will not require any additional resources. This work will be undertaken through ongoing work such as area travel plan development, vision zero strategy delivery and business as usual operations.

31. Additional investment to enhance existing monitoring capabilities will be considered through the council's budget setting process.

Comments checked by:
Filipp Skiffins (Filipp.skiffins@oxfordshire.gov.uk)

Legal Implications

32. The LTCP monitoring report and amendments to the LTCP document do not have any legal implications. The LTCP is the county's statutory Local Transport Plan, which is a statutory document required under the Transport Act 2000 and was subject to public consultation prior to its adoption in July 2022. There are not any requirements for the subsequent supporting strategies to be consulted upon. The proposed changes to the LTCP are minor factual corrections and do alter the content of the policies.

Comments checked by: Jennifer Crouch, Head of Law for Environment (Legal)
jennifer.crouch@oxfordshire.gov.uk

Staff Implications

33. Development of the LTCP monitoring report and changes to the LTCP document have been undertaken by officer resource in the Transport Policy Team, with input from officers across the Environment and Highways and Economy and Place directorates.

34. Immediate work to incorporate the results will not require any additional resources. This work will be undertaken through ongoing work such as area travel plan development, vision zero strategy delivery and business as usual operations.

Local Transport and Connectivity Plan Implications

35. The LTCP monitoring report directly supports the LTCP and reports on progress made over the last year. The LTCP monitoring report does not introduce any policies or service changes that will impact delivery of the LTCP.

36. The data collected and analysed for the monitoring report will help to identify areas where amendments may be required to improve delivery of the LTCP and maximise the intended benefits.

37. Changes to the LTCP document will ensure that the LTCP remains factually correct and consistent with subsequent supporting strategies but does not alter the overall content.

Equality & Inclusion Implications

38. The LTCP monitoring report and changes to the LTCP document do not introduce any policies or proposed service changes. Therefore, they do not have any potential impacts on equalities. However, the data collected for the monitoring report will help to assess progress made and identify areas of the LTCP where amendments may be required. For information about possible impacts of the LTCP on equality and inclusion, please see the LTCP equalities impact assessment (annex 4).

Sustainability Implications

39. The LTCP monitoring report and changes to the LTCP document do not introduce any policies or proposed service changes. Therefore, they do not have any potential impacts on sustainability. However, the data collected for the monitoring report will help to assess progress made and identify areas of the LTCP where amendments may be required.

40. The LTCP will be central to delivering the County Council's Climate Action Framework as transport produces the majority of emissions in the county. For further information about possible impacts of the LTCP on sustainability please see the LTCP Climate Impact Assessment (annex 5).

Risk Management

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

42. *Risk*: Insufficient data for monitoring LTCP targets / KPIs and area travel plans.

    Mitigation: Ongoing work to investigate data sources and develop plans for improved monitoring. Need for additional investment outlined in this report and 4-year business plan proposals.

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

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

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

    Mitigation: The report includes commentary to explain the reasons for some of the observed changes and the factors beyond the county council's control affecting them. We are working with communications officers to develop a communications plan and supporting press releases.

Consultations

45. The LTCP, including the headline targets and KPIs, was consulted on between January and March 2022. The LTCP monitoring report itself has not been subject to public consultation and consultation is not required. The proposed changes to the LTCP are minor factual corrections and do not alter the content of the policies, therefore consultation is not required.

46. Engagement has been conducted with key internal stakeholders through the LTCP Project Board. The relevant cabinet members have also been engaged with through portfolio holder briefings.

Paul Fermer, Director of Environment and Highways

Annex:	**Annex 1**: LTCP monitoring report **Annex 2**: Summary of changes to LTCP **Annex 3**: LTCP Equalities Impact Assessment **Annex 4**: LTCP Climate Impact Assessment
Background papers:	Nil
Contact Officer:	John Disley, Head of Transport Policy, 07767 006742

September 2024

Local Transport and Connectivity Plan - Monitoring Report 2023-2024

October 2024

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Executive Summary

Introduction

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

In order to demonstrate progress on delivering the LTCP, progress made against the headline targets and performance against the key performance indicators (KPIs), we committed to publishing annual monitoring reports. This document is the second annual report. The first annual monitoring report from 2022–23 can be found on our website here.

Baseline data

The baseline year for the data used in our monitoring is outlined for each target or KPI. We have used 2019 as the baseline year for our monitoring. This was identified in the LTCP as the baseline year due to the significant changes the COVID-19 lockdowns and restrictions had on travel in 2020 and 2021.

Headline targets

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

There have been some recorded changes on the headline targets over the last year. This includes a 16% increase in the number of cycle trips between 2021 and 2022 and a 24% reduction in road fatalities and serious injuries in 2023 compared to 2022. Whilst this is a positive step, it is also important to consider longer term trends due to year to year variation, the target timescales and because it will take a number of years to significantly change travel patterns in the county.

Key performance indicators

The LTCP also identified a set of Key Performance Indicators (KPIs). The KPIs provide us with more detail about progress and identify potential areas for further work. There have been some observed changes to the KPIs over the last year. The majority of this data is from 2022 and therefore there is still work required to understand the impacts of the LTCP.

We also conducted a pilot countywide travel survey in Winter 2023 which is summarised in this report. The survey provides further insight into the LTCP headline targets and KPIs.

There continue to be some KPIs that do not have data in this report. This is because there are not currently data sources for some of the KPIs which were not previously monitored by OCC or because data sources have changed or not been updated since the LTCP was adopted. We are reviewing the inclusion of these KPIs and in some cases we have included data on similar topics.

Delivery over the last year

There has been a good level of delivery over the last year. Key work delivered includes:

- Strategic Active Travel Network approved in April 2024.
- Community Outreach Active Travel programme launched in November 2023 by partners, Active Oxfordshire (AO).
- Progressing Phase 2 School Streets at 5 schools.
- Vision Zero Strategy and Action Plan adopted in April 2024.
- Delivery of the Zero Emission Bus Regional Area (ZEBRA) in partnership with the bus operators.
- New Bus Service Improvement Plan adopted in June 2024.
- Launched a new countywide multi operator bus ticket scheme known as MyBus.
- Received £2,629,000 additional funding from the DfT for resurfacing and pothole repair. In 2023/24 this is delivering B4477 Kencot resurfacing and pre surface dressing patching at 33 sites.
- MultiCAV project successfully completed, piloting a self-driving bus between Milton Park and Didcot Railway station.
- Pilot countywide travel behaviour survey conducted.
- Ongoing work to deliver a Horizon Europe funded project (Green-log) for a freight consolidation pilot in Oxford, with demonstration commencing in Winter 2024.
- Central Oxfordshire Movement and Place Framework and development commenced.

Future delivery

Good progress has been made on delivering the LTCP however, we recognise that there is still a long way to go if we are to deliver our vision and targets for transport in Oxfordshire. Over the next year we will continue work in all of the LTCP policy areas. Some key areas of planned work include:

- Development of LCWIPs for Charlbury, Chipping Norton, Thame, Wantage & Grove and Woodstock.

- Development and adoption of updated Oxfordshire Cycle Design Standards (OCDS) and Walking Design Standards (OWDS).
- Phase 2 of the Strategic Active Travel Network (confirmation of preferred route alignments, feasibility and design work, costings) on an area-by-area basis.
- Development of the Oxford Greenways project with Oxford City Council and Oxford University.
- OxRail 2040: Plan for Rail Strategy targeting Cabinet consideration in December 2024.
- Development of an interim improvements programme for Oxford railway station with Great Western Railway and Network Rail.
- Design and engagement work on mobility hub pilot sites in Benson and Carterton.
- Conduct bus franchising and Demand Responsive Transport feasibility studies.
- Continued delivery of existing BSIP funded schemes, and development of new bus schemes as funding allows.
- Production of a suite of new public bus maps.

Introduction

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

The LTCP is supported by a number of more detailed strategies. These build on the high level principles in the LTCP but address complex topics in more detail. Supporting strategies for freight, active travel and innovation were adopted alongside the LTCP in July 2022. Following adoption, we have also adopted a Central Oxfordshire Travel Plan and a Mobility Hub Strategy. Further area travel plans and supporting strategies are under development.

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

Data availability

We have used 2019 as the baseline year for our monitoring. This was identified in the LTCP as the baseline year due to the significant changes the COVID-19 lockdowns and restrictions had on travel in 2020 and 2021.

It is important to highlight that the data included in this report comes from a wide range of different sources. The reporting periods covered for each data set varies and there is a lag associated with the majority of transport data. This due to the time taken for data to be collected, analysed and published. The majority of data included in this year's report is from 2022 which was the year of LTCPs adoption. Therefore, future monitoring and further work to monitor individual schemes is needed to understand the impacts of the LTCP.

Local Transport Plan guidance

The Department for Transport's decarbonisation plan published in 2021[1], strengthened the role of Local Transport Plans (LTPs). The plan set out a role for revitalised LTPs to set quantifiable targets in carbon reductions in transport for local areas. Guidance for designing sustainable transport solutions through LTPs was also due to be published by the Department for Transport.

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

At the time of writing, we are still awaiting publication of the LTP guidance which was originally scheduled to be published in the summer 2023 for public consultation. We will continue to monitor this situation and update the LTCP and the content of these monitoring reports accordingly.

Travel choices context

There are a wide range of factors that affect people's travel choices. Therefore, understanding the data and changes summarised in this report can be complex due to the international, national and local factors that can all affect residents travel choices. Some of these factors the county council can influence but others are beyond our control and may require action from the government or private sector to change.

We have provided an overview of key factors in this section for context. The factors have been identified from Oxfordshire Community Rail Partnership's residents survey, further details of which are included later in this report. We have included information for 2022 or 2023 in most cases as this aligns with the majority of data in this report.

Reliability

- The percentage of non-frequent bus services running on time in Oxfordshire was 85% in 2022 and 80% in 2023. This is higher than all years since 2008 apart from 2021 (88%) and above the national average (83.9% and 79.9% in 2022 and 2023 respectively)[2].
- In 2022 the percentage of trains running on time for the main operators in Oxfordshire was[3]:
    - Chiltern Railways – 71%
    - CrossCountry – 49.5%
    - Great Western railway – 63%
- Average delays on roads have been increasing since 2019.
    - Average delays on Local A roads in Oxfordshire were 36.7 seconds per vehicle mile (spvpm) in 2023, an increase from 34 spvpm in 2022[4].
    - Average delays on the Strategic Road Network in the England's Economic Heartland Area was 9.5 spvpm in 2023, an increase from 8.9spvpm in 2022[5].

[2] Department for Transport: Non-frequent bus services running on time by local authority: England, annual from year ending March 2005
[3] Office of Rail and Road: Passenger rail performance
[4] Department for Transport: Average delay on local 'A' roads by local authority in England
[5] Department for Transport: Travel time measures for the Strategic Road Network

Cost

- Petrol and diesel prices were high in the UK in 2022 averaging 164.6p per litre for petrol and 177.7p per litre for diesel across the year. This is compared to averages of 147.6p per litre for petrol and 158.1p per litre for diesel in 2023[6].
    - In 2022, the average price of petrol and diesel in the UK reached record highs in the summer. The highest average price for petrol was 191.5p per litre on 2nd July and the highest average price for diesel was 199.09p per litre on 25th June.
    - Fuel prices in 2022 were affected by the Russia-Ukraine war and trade uncertainty which caused crude oil prices to rise.
- New rail fares were introduced in March 2022. Rail fares increased by 4.8% compared with a 9% increase in the Retail Prices Index (RPI) over the same period[7].
- The local bus fares index decreased by 1.1% in England between September 2022 and September 2023. This likely reflects the £2 fare cap that came into effect in England outside London from January 2023 and will run until December 2024[8].

Speed

- Average speeds on roads have been decreasing increasing since 2019.
    - Average speeds on Local A roads in Oxfordshire were 27.7mph in 2023, a decrease from 28.6mph in 2022 and below the 2019 pre-COVID average of 28.1mph[9].
    - Average speeds on the Strategic Road Network in the England's Economic Heartland Area was 58.6mph in 2023, a decrease from 59.1mp in 2022[10].

Comfort

- 2022 was the warmest year on record for the UK. All individual months except December were warmer than average[11].
    - Rainfall was mostly below average for the year with the months from January to August, and December, all being generally drier than average.

[6] Department for Energy security and Net zero: Weekly road fuel prices
[7] Rail Fares Index 2022
[8] Department for Transport: Quarterly bus fares statistics: July to September 2023
[9] Department for Transport: Average speed on local 'A' roads by local authority in England
[10] Department for Transport: Travel time measures for the Strategic Road Network
[11] Met Office Climate Summary 2022

- Notable extreme events of 2022 included stormy weather during February, including storm Eunice. Extreme heatwaves in the summer months included temperatures in excess of 40 °C being recorded in the UK for the first time. There was a prolonged cold spell during the first half of December, one of the most significant cold spells to affect the UK since December 2010.

- 2023 was a very warm and wet year for the UK. The most notable features were record breaking temperatures in June, exceptional heatwave in early September and run of named storms through the autumn and early winter[12].
  - Two named storms in August were followed by a further six - from Agnes (late September) to Gerrit (late December). Several of these caused significant disruption from heavy rain and strong winds.

Convenience and flexibility

- The COVID-19 pandemic led to a change in working patterns with a significant increase in the number of residents work from home. The 2021 census found that around 40% of residents in Oxfordshire worked mainly at or from home[13].
  - This has likely decreased since the end of COVID-19 pandemic restrictions, however hybrid working patterns have remained and are more common than before.
  - National data from the Office for National Statistics Opinions and Lifestyle Survey found that 28% of working adults worked from home and travelled to work between September 2022 and January 2023[14].
  - The increased need for flexibility may not always be in line with travel options or fares. For example the share of revenue from rail season tickets has fallen from 20% pre-pandemic to 8.9% in 2022[15].

[12] Met Office Climate Summary 2023
[13] Office for National Statistics – Census 2021
[14] Office for National Statistics - Characteristics of homeworkers, Great Britain: September 2022 to January 2023
[15] Rail Fares Index 2022

Headline targets

Background

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

By 2030 our targets are to:

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

By 2040 our targets are to:

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

By 2050 our targets are to:

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

Current progress

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

Data sources for all of the targets and KPIs can be found in appendix 1. The majority of the targets are using existing data sources. However, car trips were not previously monitored and there is not a readily available data source. Work was therefore conducted in 2023 to develop a bespoke monitoring mechanism.

It is important to note that the car trip monitoring uses a proxy and not an absolute measure of the number of car trips. It allows us to understand the percentage change from a sample of car trips but does not provide an overall countywide figure. Due to changes in data collection locations since 2019 we have also had to establish a new baseline year to enable statistically robust comparison to previous years. We have used 2024 data as it is the most up to date, we do not currently have access to 2023 data. Further technical information about the methodology can be found in appendix 2.

Target	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023	2024	Change vs previous year (%)	Change vs baseline (%)
2030 targets								
Replace or remove 1 out of every 4 current car trips in Oxfordshire	N/A	N/A	N/A	+4.5% vs 2019	N/A	-2.3% vs 2022	N/A	-2.3%
Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week	630,000 per week	570,000 per week	460,000 per week	533,000 per week	N/A	N/A	+16%	-15%
Reduce road fatalities or serious injuries by 50%	233	225	246	306	233	N/A	-24%	0%
2040 targets								
Deliver a net-zero transport network	1322.9 kt CO_2	1056.4 kt CO_2	1,140.8 kt CO_2	1,153.9 kt CO_2	N/A	N/A	+1%	-13%
Replace or remove an additional 1 out of 3 car trips in Oxfordshire	See 2030 targets							
2050 targets								
Deliver a transport network that contributes to a climate positive future	See 2040 targets							
Have zero, or as close as possible, road fatalities or serious injuries	See 2030 targets							

Future trajectory

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

Car trips

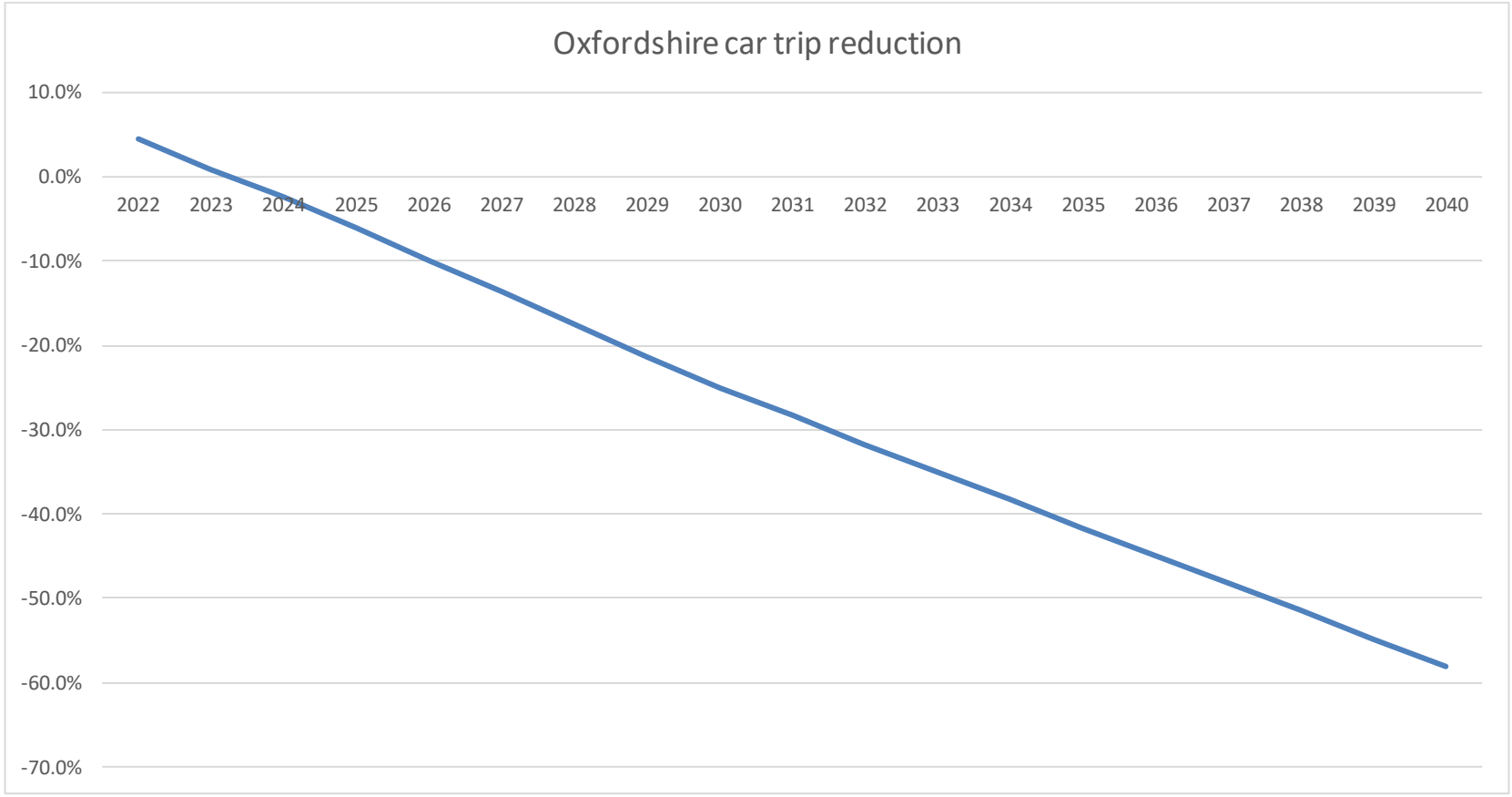


Figure 1 – Oxfordshire car trip reduction required per year to reach 2030 and 2040 targets from 2024 base

Cycle trips

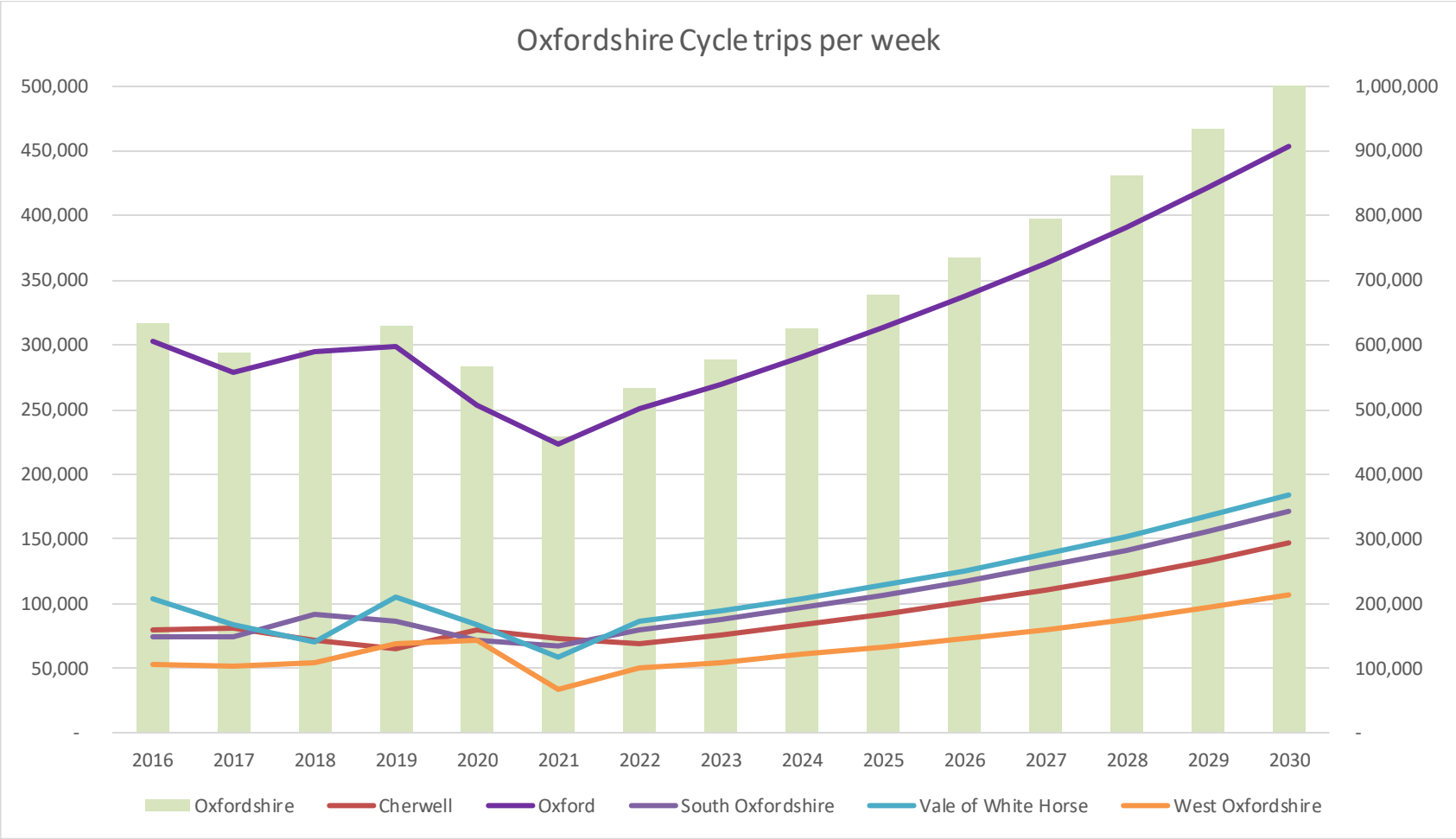


Figure 2 – Oxfordshire cycle trip data between 2016-2022 and cycle trip targets per week to reach 2030 target from 2022 base (Oxfordshire shown on right axis, districts on left axis)

Net-zero transport network

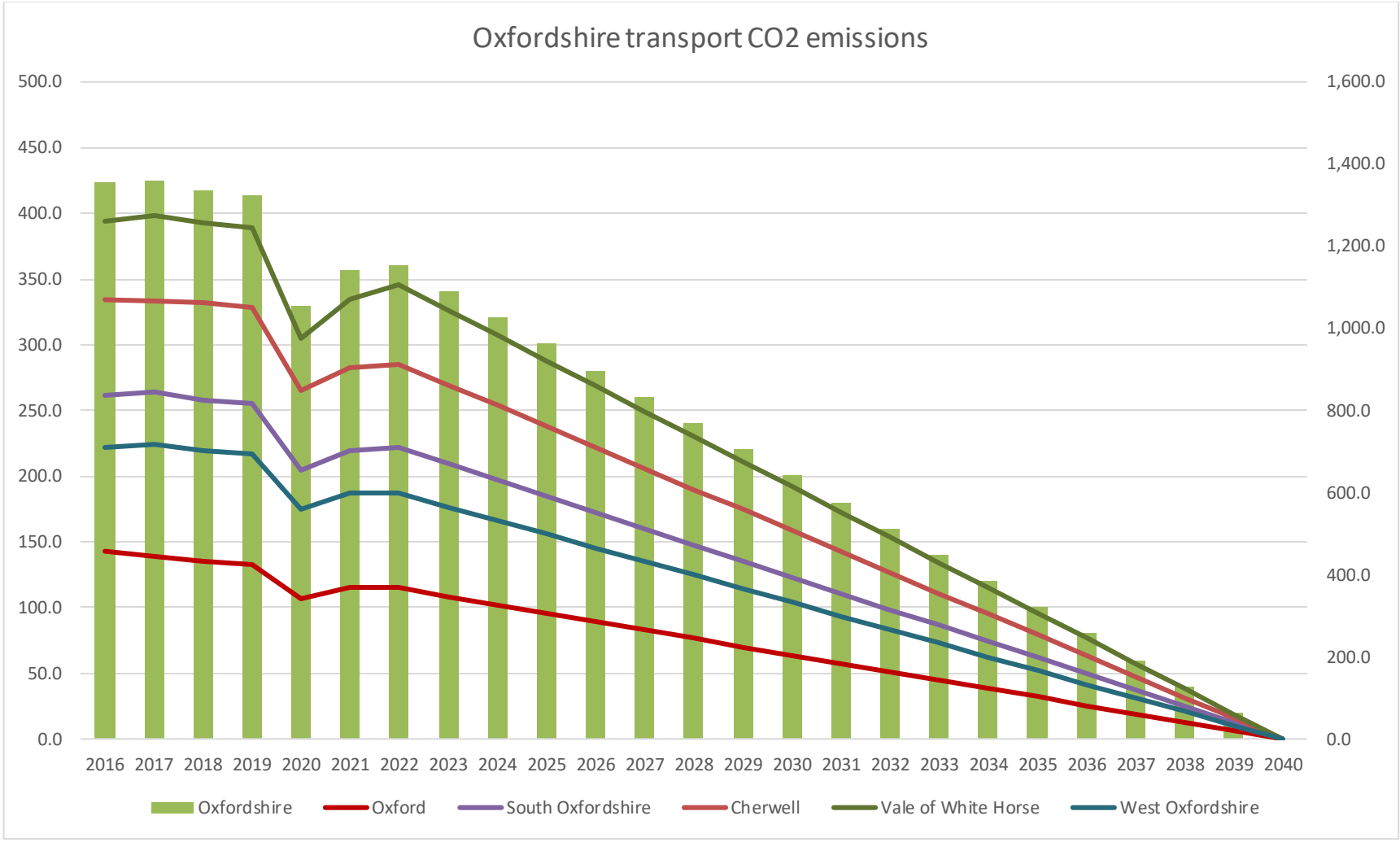


Figure 3 – Oxfordshire transport CO_2 emission data between 2016-2022 and yearly reduction targets to reach 2040 target from 2022 base (Oxfordshire on right axis, districts on left axis)

Road safety

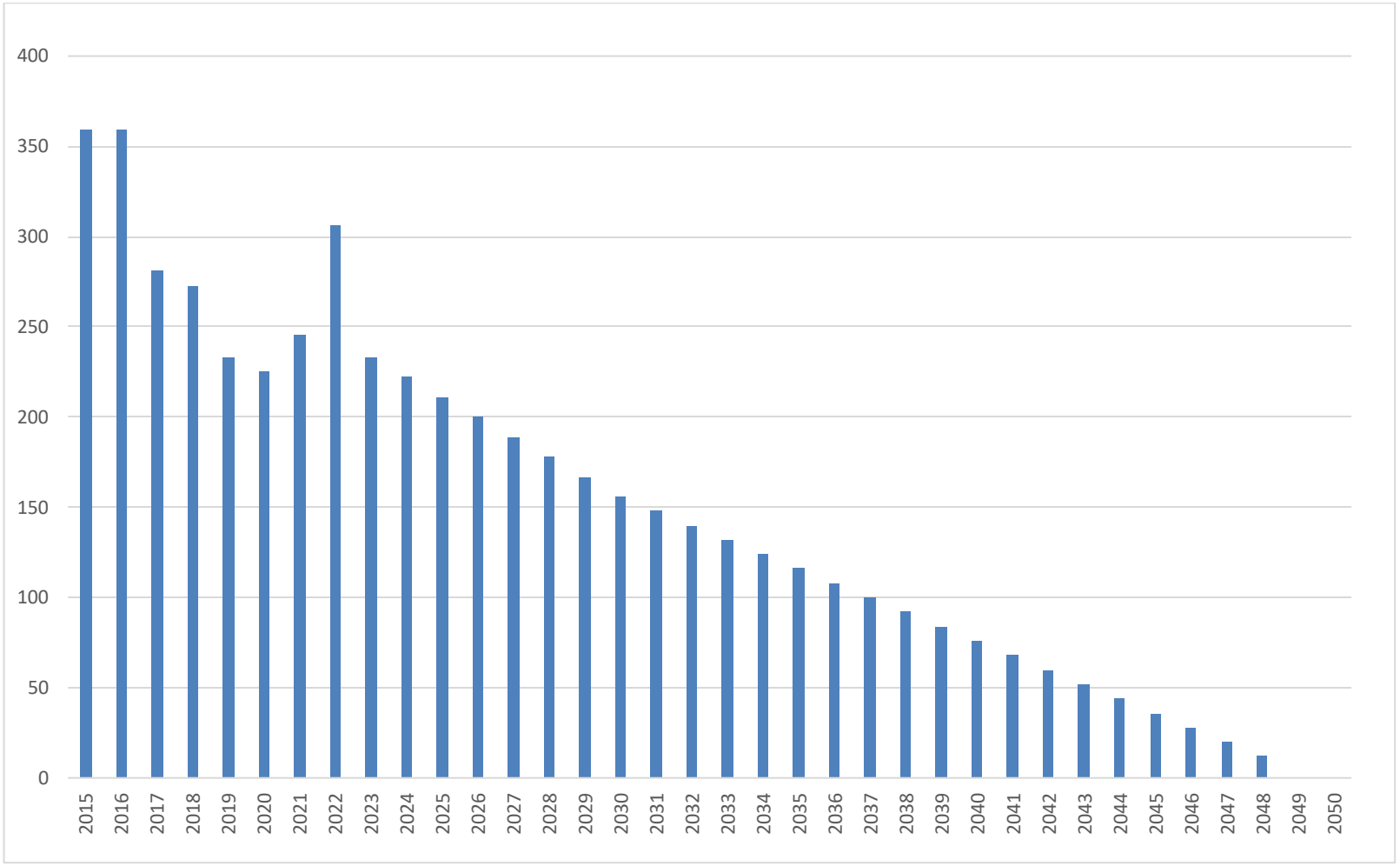


Figure 4 – Oxfordshire road traffic casualty (KSI) data between 2015-2023 and average yearly reduction required to reach 2030 and 2050 targets from 2023 baseline

Analysis

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

Car trips

As previously highlighted, our car trip monitoring uses percentage change from a sample of car trips. Last year's monitoring report showed that there was a 4.5% increase in car trips between 2019 and 2022. The 2024 data is from April and has been compared to data from the new baseline of April 2022 as outlined previously. In this time period, the number of car trips reduced by 2.3%. In order to reach the 2030 car trip reduction target (25% reduction) from 2024 levels there needs to be an annual average decrease of 3.8%.

Figure 5 – Car trip percentage change between 2022 and 2024

Cycle trips

The number of cycling trips per week is calculated using data from Sport England's Active Lives Survey. The most recent data available is from 2022. The data shows that the number of cycling trips per week in Oxfordshire in 2022 has decreased by 15% compared to the 2019 baseline. However, there has been a 16 percentage point increase in the number of cycling trips per week compared to the previous year (2021).

In order to achieve the 2030 targets from 2022 levels, there needs to be an average annual increase in cycling trips per week of 8% in Oxfordshire. Geographically this breaks down into an average annual increase of 7.5% in Oxford and 10% in the other Oxfordshire districts. As this data is primarily from prior to the LTCP's adoption and countywide it is challenging to understand the impact of LTCP interventions. Publication of 2023 data will assist with this understanding, and we are now also able to include results from the monitoring of individual schemes delivered by OCC to understand their impacts. The first example of this is the Bicester active travel tranche 2 scheme.

Weekly data on the total numbers of cyclists and other travellers along Causeway in Bicester have been collected via Vivacity sensors since February 2021. The implementation of the scheme has had a notable impact on cycling trends. The findings highlight a significant increase in both cyclist and pedestrian numbers over time, particularly evident during the summer months. The analysis also found a strong correlation between cyclist and pedestrian numbers, emphasising the interconnected nature of these modes of transport. Further detail about the statistical analysis undertaken can be found in appendix 3.

The following graphs compare cyclist and pedestrian numbers between equivalent months in different years. They demonstrate the seasonal trend of increased counts during summertime and decreased counts during wintertime. Notably, there is an overall increase in numbers following implementation of the scheme, particularly evident in 2023.

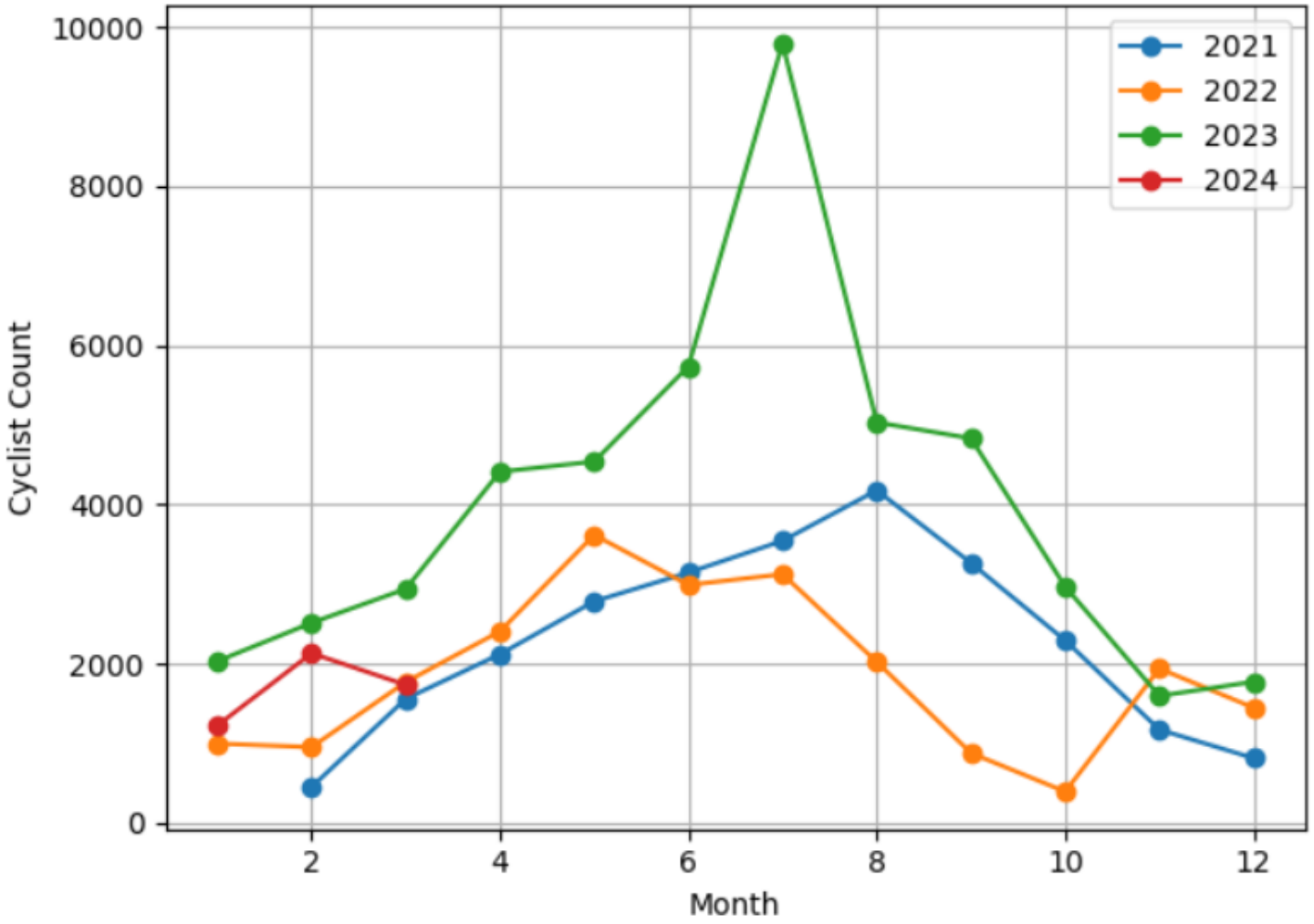


Figure 6 – Cyclist count comparison between similar months in different years on the Causeway, Bicester

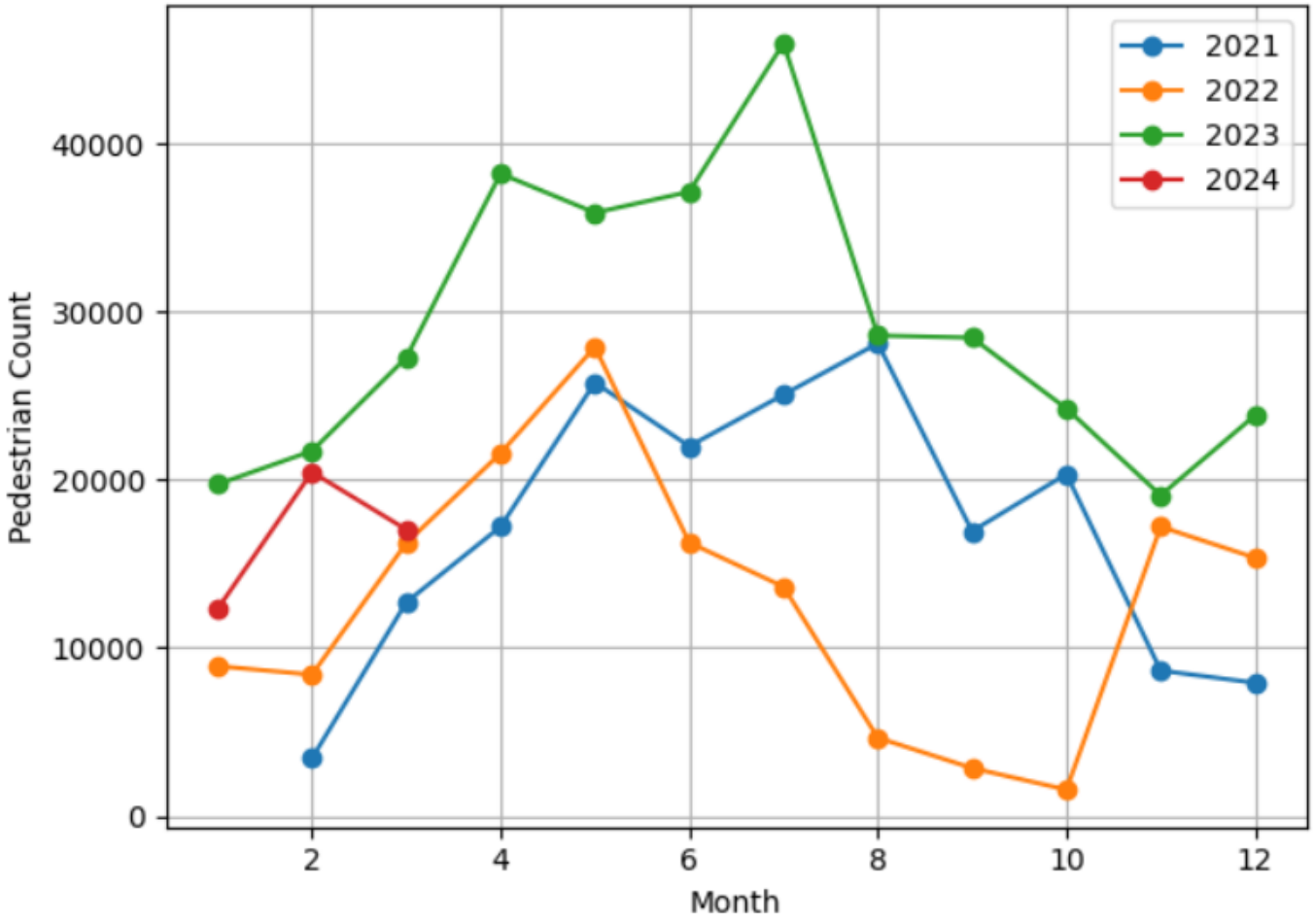


Figure 7 – Cyclist count comparison between similar months in different years on the Causeway, Bicester

Net-zero transport network

Data about CO_2 emissions from transport is provided by the government and covers emissions within the scope of influence of local authorities. For transport, railways and motorways are therefore excluded. Owing to the time taken to collect, analyse and validate the data, the most recent data is for 2022.

The data shows that there was a notable 20% decrease in CO_2 emissions from transport between 2019 and 2020 but this is likely due to reduced travel as a result of COVID-19. Emissions from transport have slowly increased since 2020 and there was a 1% increase between 2021 and 2022. The 1% increase in transport emissions between 2021 and 2022 is lower than the 12% increase in car vehicle miles over the same time period demonstrating the increased uptake and impact of lower emission vehicles. The 2022 transport emission figure is 13% lower than the 2019 baseline.

The graph in the future trajectory section shows that an annual average reduction of approximately 64.11 kt CO_2 is required to reach the 2040 net-zero transport network target. This is nearly triple the annual reduction achieved before COVID-19 (21.4 kt CO_2 reduction between 2018 and 2019) highlighting the need to accelerate transport decarbonisation work.

Road safety

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

The proportion of collisions included in the police reports appears to be reasonably stable, and a very similar picture is found in other areas outside the county. The information therefore allows trends in road safety to be assessed with a good level of confidence. There has over the longer term been a downward trend in reported collisions and injuries, reflecting a very wide range of factors such as road improvement schemes, improved vehicle safety and national and local measures to improve the training and skills of road users.

The number of people killed or seriously injured (KSI) decreased from 306 to 233 between 2022 and 2023 (24% decrease). Compared to the 2019 baseline there is no change in the number of KSI (233 in 2019). Whilst the 24% decrease in the number of KSI between 2022 and 2023 is positive, it is important to note that this change is unlikely to be due to any local factor and instead a reflection of the variability in a relatively small set

of data when just looking at Oxfordshire. We will therefore continue to review longer term trends to understand the impacts of our Vision Zero road safety programme. More detailed analysis of KSI trends can be found in our annual casualty report.

The future trajectory section shows that an average KSI reduction of 11 per year is required to meet the 2030 target from the 2023 figure. This is reduced from an average of 19 per year identified in last year's monitoring report from the 2022 figure. From 2030 there would then need to be an average KSI reduction of 8 per year to meet the 2050 vision zero target.

Key Performance Indicators

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

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

There is still not data for all KPIs in this annual monitoring report. This is because there are not currently data sources for some of the KPIs which were not previously monitored. There are some KPIs where sources have changed or measures have been amended therefore the KPI may no longer be applicable. We will review the inclusion of these KPIs and in some cases have included alternative data. The sources used for the KPIs in this report can be found in appendix 1.

Transport emissions

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
Road transport emissions	Oxfordshire	1322.9 kt CO_2	1056.4 kt CO_2	1140.8 kt CO_2	1153.9 kt CO_2	N/A	+1%	-13%
	UK	98,878.3 kt CO_2	80,316.7 kt CO_2	87,586.1 kt CO_2	87,998.5 kt CO_2	N/A	0%	-11%

Analysis of the road transport emission data can be found in the headline target chapter. As shown on the table above, emissions from transport have slowly increased since 2020 and there was a 1% increase between 2021 and 2022. The 2022 transport emission figure is 13% lower than the 2019 baseline, a greater decrease than the national average.

Walking and cycling

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
% of adults that do any walking at least once per week	Oxfordshire	76.8%	73.5%	76.1%	76.1%	N/A	0%	-0.7%
	England	71.1%	67.3%	69.7%	69.1%	N/A	-0.6%	-2%
% of adults that walk for leisure at least once per week	Oxfordshire	56%	61.6%	67.5%	64%	N/A	-3.5%	+8%
	England	50.9%	55.1%	59.8%	55.8%	N/A	-4%	+4.9%
% of adults that walk for travel at least once per week	Oxfordshire	45.4%	32.8%	28.4%	40%	N/A	+11.6%	-5.4%
	England	42.1%	30.5%	28%	35%	N/A	+7%	-7.1%
% of adults that do any cycling at least once per week	Oxfordshire	21.4%	20%	16.9%	18.5%	N/A	+1.6%	-2.9%
	England	11.2%	11.6%	9.1%	9.3%	N/A	+0.2%	-1.9%
% of adults that cycle for leisure at least once per week	Oxfordshire	11.3%	11.9%	8.4%	8.5%	N/A	+0.1%	-2.8%
	England	7.6%	8.5%	6%	5.4%	N/A	-0.6%	-2.2%
% of adults that cycle for travel at least once per week	Oxfordshire	14.4%	11.7%	11.2%	14%	N/A	+2.8%	-0.4%
	England	5.9%	5.1%	4.6%	5.6%	N/A	+1%	-0.3%
Number of walking trips	Oxfordshire	2,515,431 per week	2,479,388 per week	2,490,010 per week	2,510,444 per week	N/A	+1%	0%
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of cycling trips	Oxfordshire	629,256 per week	566,539 per week	458,320 per week	532,957 per week	N/A	+16%	-15%
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A

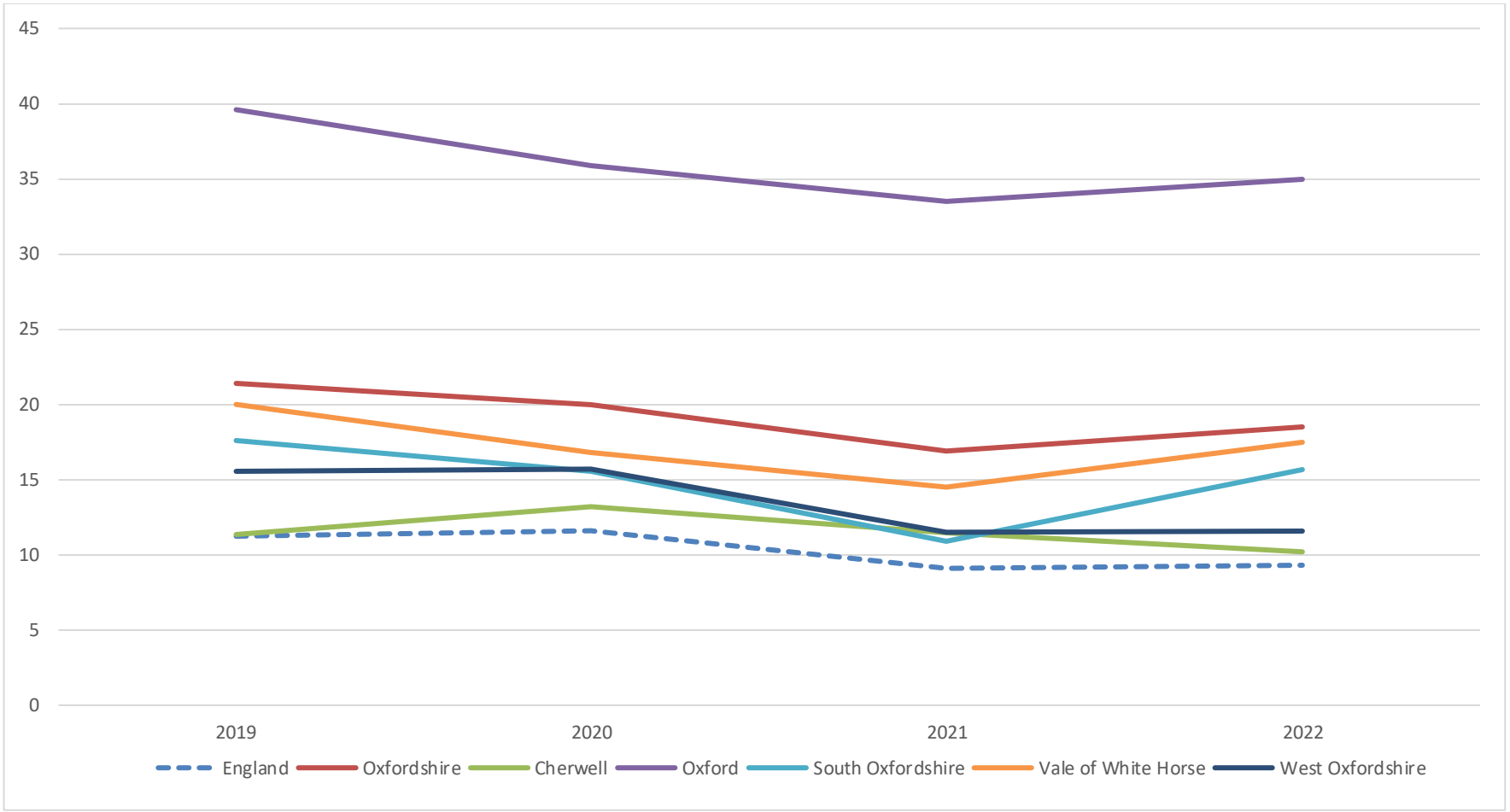


Figure 8 – Percentage of adults that cycle for any purpose at least once per week. Oxfordshire trends are shown with the solid lines, national trends with the dashed lines.

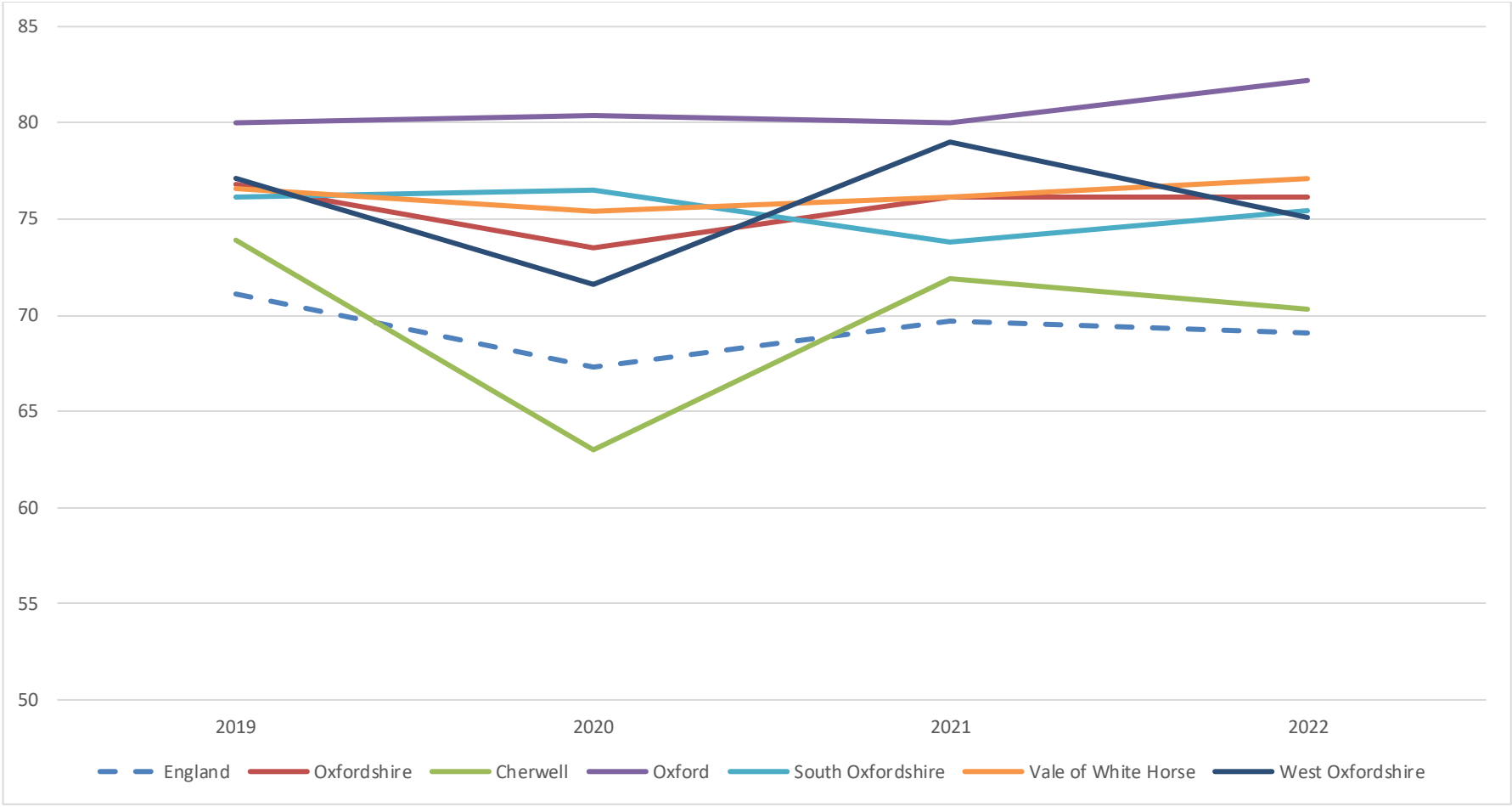


Figure 9 – Percentage of adults that walk for any purpose at least once per week. Oxfordshire trends are shown with the solid lines, national trends with the dashed lines.

The walking and cycling KPIs use data published by the Department for Transport (DfT) and Sport England. The most recent data available is for 2022 and provides us with further understanding about changes to cycle patterns covered in the headline target section. Due to the number of responses to the 2022 survey the DfT determined there was not a sufficient sample size to include data about the percentage of adults that cycle 3 times per week. Therefore, we have included data about the percentage of residents that walk and cycle at least once per week.

The percentage of adults that do any walking each week has generally remained the same between 2021 and 2022 and fallen slightly since 2019. The percentage of adults walking for leisure has fallen by 4 percentage points compared to the previous year but remains nearly 5 percentage points higher than the 2019 baseline (4.9 percentage point increase for adults walking for leisure once per week). Conversely, the percentage of adults walking for travel has increased compared to the previous year but remains lower than the 2019 baseline (7.1 percentage point decrease for adults walking for travel once per week).

The percentage of adults cycling has largely remained the same between 2021 and 2022. The percentage of adults that cycle at least once per week for any purpose or travel have increased by 0.2 and 1 percentage points respectively over the last year. Both remain slightly lower than the 2019 baseline (-1.9 and 0.3 percentage points respectively). The percentage of adults that cycle at least once per week for leisure has decreased by 0.6 percentage points over the last year and remains 2.2 percentage points lower than the 2019 baseline.

As outlined in the headline targets section, the number of cycling trips per week in Oxfordshire in 2022 has decreased by 15% compared to the 2019 baseline. However, there has been a 16% increase in the number of cycling trips per week compared to the previous year (2021). The increase in cycle trips between 2021 and 2022 is considerably higher than changes to the percentage of adults cycling over the same time. This suggests that current cyclists are making more trips rather than an increase in the number of people cycling. The number of walking trips has remained largely stable since 2019.

Physical activity

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
% of adults meeting physical activity recommendations	Oxfordshire	73.6%	72.5%	73.4%	71.4%	N/A	-2.7%	-2.2%
	England	67.2%	65.9%	67.3%	67.1%	N/A	-0.2%	-0.1%

% of children meeting physical activity recommendations	Oxfordshire	58.4%	51.2%	46.6%	48.1%	N/A	+1.5%	-10.3%
	England	44.9%	46.4%	47.2%	47%	N/A	-0.2%	+2.1%

Further data and analysis of physical activity can be found in the Oxfordshire Joint Strategic Needs Assessment 2023. Key points have been summarised in the following sections.

The percentage of adults meeting physical activity recommendations in Oxfordshire has largely remained the same since 2019, however the 2022 figure is 2.7 percentage points lower than the baseline and has declined by 2.2 percentage points compared to 2021. A higher percentage of Oxfordshire adults continue to meet the physical activity guideline than national figures (71.4% compared to 67.1%).

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

The percentage of children meeting physical activity recommendations has decreased in Oxfordshire since 2019. The 2022 figure is a 10.3 percentage point decrease compared to the 2019 baseline but there was a 1.5 percentage point increase compared to 2021. This ended the declining trend since 2019 in Oxfordshire and was in contrast to the national average.

Healthy place shaping

Indicator	Location	Baseline (2019)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
Average Healthy Streets score improvement	Oxfordshire	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20-minute neighbourhood index improvements	Oxfordshire	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Work is ongoing to embed use of the Healthy Streets Approach in County Council work and capture monitoring data. It is planned that the approach is piloted to score and monitor improvements delivered through the Vision Zero programme. There has not been sufficient progress made over the last year on this and so we will continue to work to capture this data for next year's monitoring report.

Following further work to assess the feasibility of using the 20-minute neighbourhood index, it is considered that this is not the most effective KPI. Work is required to update the data that supports our 20-minute neighbourhood dashboard which is not feasible to undertake on a regular basis. Therefore, we are investigating alternative KPIs for this section.

In 2019, Healthy Place Shaping (HPS) was adopted as a priority for the Health and Wellbeing Board and the Future Oxfordshire Partnership. In early 2020, the Public Health Consultancy PHAST was commissioned to carry out a system evaluation of HPS across Oxfordshire which led to the development of an initial set of indicators. The Oxfordshire JSNA June 2022 update included a restructured chapter on Wider Determinants of Health and HPS indicators where available. Following this, further work was carried out to agree the list of HPS indicators for the 2023 update. The HPS indicators are summarised below.

Built environment:

- Air pollution (NOx)
- Air pollution (particulates)
- Housing and health
- Local Cycling and Walking Infrastructure Plans
- Communities with 20 mph speed limit

Community activation:

- Sense of belonging
- Number of cycling and walking activation initiatives that promote inclusion
- Volunteering or community participation in the last 12 months
- Adults who feel lonely often or always or some of the time

New models of care:

- People supported by social prescribing
- People in contact with the Make Every Contact Count programme

Wellbeing outcomes:

- Wellbeing: people with a high anxiety score Oxfordshire trend
- Wellbeing: people with a low happiness score Oxfordshire trend
- Physically active children and young people Oxfordshire trend and District Comparison
- Physically inactive adults Oxfordshire trend and District Comparison
- Adults walking for travel at least 3 days per week Oxfordshire trend
- Adults cycling for travel at least 3 days per week Oxfordshire trend
- Adults (aged 16 plus) meeting the '5-a-day' fruit and vegetable consumption recommendations Oxfordshire trend
- Overweight children - reception (aged 4-5) prevalence of overweight (including obesity) Oxfordshire trend
- Overweight children - year 6 (aged 10-11) prevalence of overweight (including obesity) Oxfordshire trend
- Overweight adults - percentage of adults (aged 18 plus) classified as overweight or obese Oxfordshire trend

We have provided an overview of data for some of the more relevant HPS indicators below due to the lack of LTCP Healthy Place Shaping KPI data available. Some of the wellbeing KPIs are already included within this report as LTCP KPIs so have not been covered again. The full data on all HPS indicators can be found on our Healthy Place Shaping website.

Sense of belonging

According to the Oxfordshire County Council 2022 residents survey, the majority of respondents were fairly or very satisfied with Oxfordshire as a place to live (78%), with 10% feeling fairly or very dissatisfied. The percentage of residents answering “Satisfied” in South Oxfordshire (85%) and West Oxfordshire (81%) was higher than the Oxfordshire average.

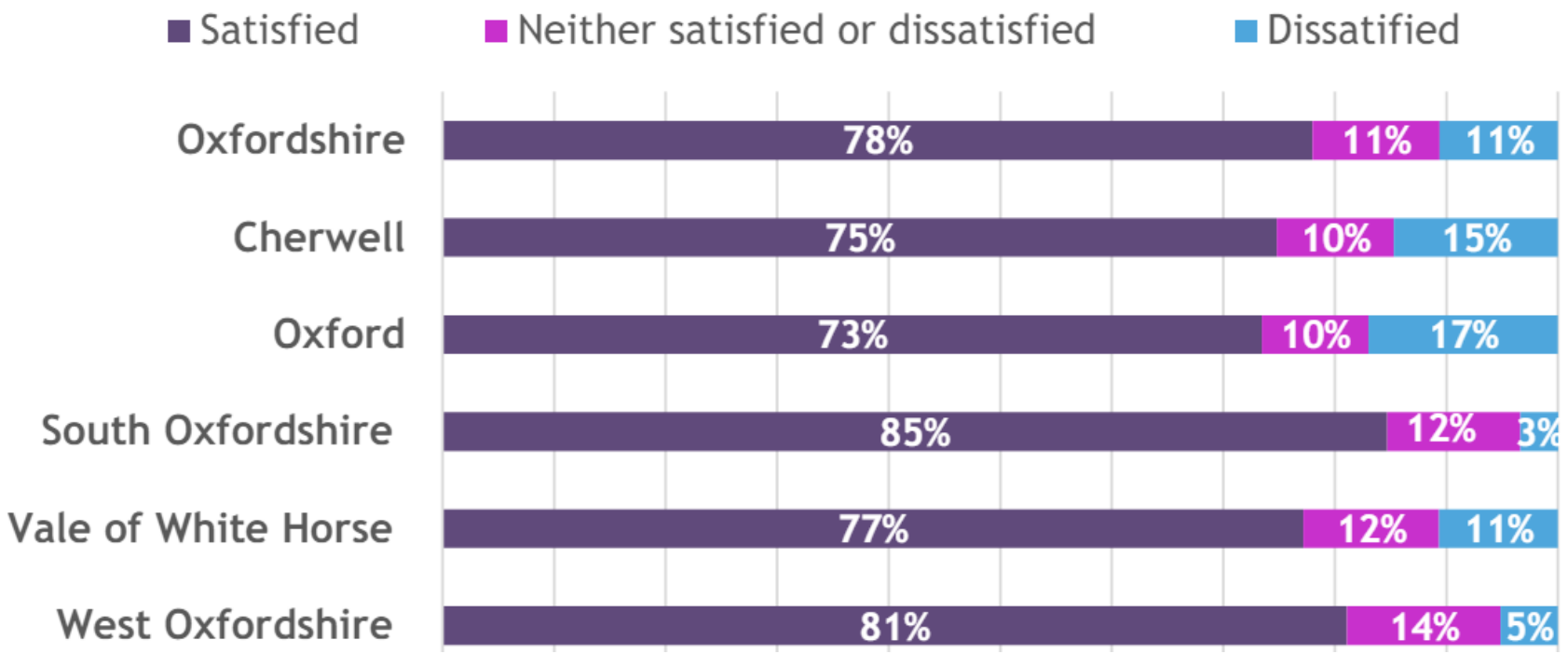


Figure 10 – The percentage of residents that responded to the question "How satisfied or dissatisfied are you with your local area as a place to live?" with "Satisfied", "Neither satisfied or dissatisfied" or "Dissatisfied" (Oxfordshire County Council residents survey 2022)

Wellbeing – People with a high anxiety score

The latest data for 2021/22 shows the percentage of people in Oxfordshire reporting a high anxiety score has fallen slightly since the previous year. South Oxfordshire had the highest percentage of people with a high anxiety score (27.3%). Enabling connection to nature through easy access to green spaces with calm sensory places and spaces for social connections is important in reducing anxiety.

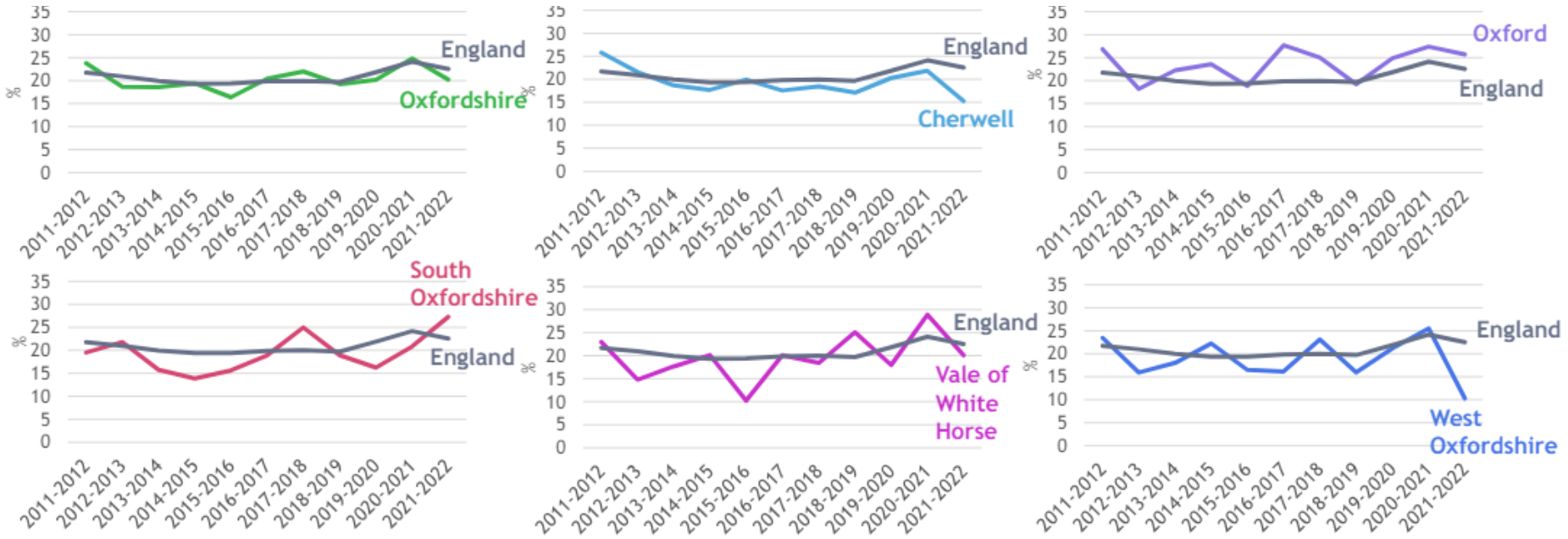


Figure 11 – Trend in the percentage of those with a high Anxiety score to year ending March 2022

Air pollution (particulates)

World Health Organisations (WHO) guidelines state that $PM_{2.5}$, fine particulate matter of 2.5 micrometres or less in diameter, is the most dangerous pollutant because it can penetrate the lung barrier and enter the blood system, increasing the risk of cardiovascular and respiratory disease and cancers[16]. It affects more people than other pollutants and has health impacts even at very low concentrations.

The updated WHO target is for annual average concentrations of $PM_{2.5}$ not exceeding 5 µg/m3. The current UK target is to achieve annual average concentrations of $PM_{2.5}$ of 10 µg/m3 by 2040. Around half of UK concentrations of PM comes from anthropogenic sources in the UK such as domestic wood burning and tyre and brake wear from vehicles.

[16] World Health Organisation Air Quality Guidelines

As of 2021, the fraction of mortality attributable to particulate air pollution value for Oxfordshire was 5.5%, slightly above the South East average (5.4%) and similar to the England average (5.5%).

Road safety

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
Total number of Killed or Seriously Injured (KSI)	Oxfordshire	233	225	246	306	233	-24%	0%
	Great Britain	31,539	26,589	27,450	29,795	29,429	-2%	-7%
Pedestrian KSI	Oxfordshire	32	23	31	45	TBC	TBC	TBC
	Great Britain	7,043	5,861	4,734	6,161	6,334	+3%	-10%
Pedal cycle KSI	Oxfordshire	45	45	52	63	TBC	TBC	TBC
	Great Britain	4,392	4,156	4,596	4,365	3,979	-9%	-9%
Two-wheel motor vehicle KSI	Oxfordshire	45	47	57	66	TBC	TBC	TBC
	Great Britain	6,395	5,130	5,125	6,021	5,829	-3%	-9%
Motor vehicle KSI	Oxfordshire	111	108	106	132	TBC	TBC	TBC
	Great Britain	12,158	10,274	9,193	11,473	11,471	0%	-6%

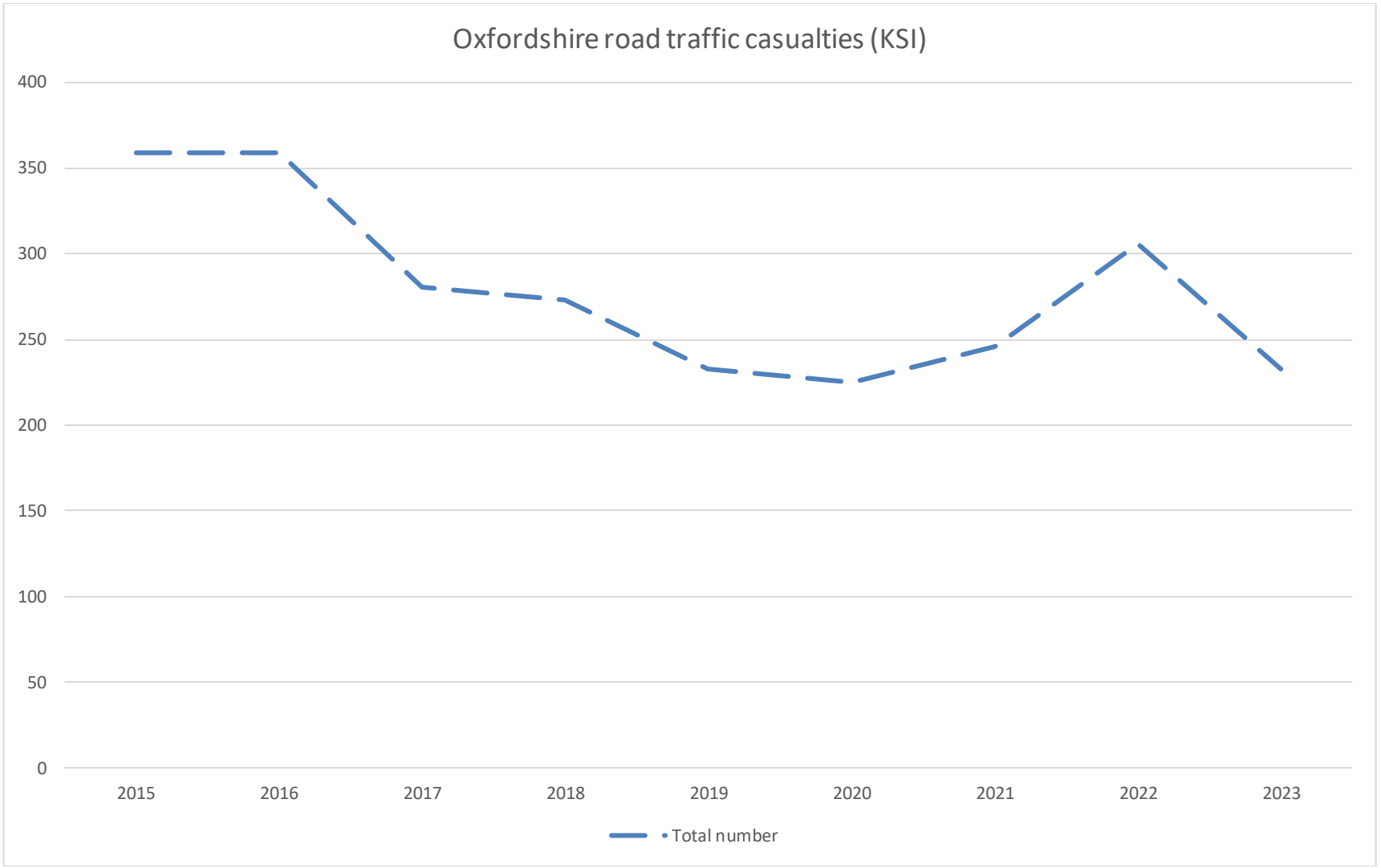


Figure 12 – Oxfordshire road traffic casualties (killed or seriously injured) since 2015

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

It is important to note for national data that the Department for Transport make adjustments to casualty severity in their publications. This is to adjust for changes in how some police forces report serious and slight injuries since 2012. Further information about the national methodology can be found here.

As highlighted in the headline target chapter, there was a decrease in the number of KSI for all modes between 2022 and 2023. However, it is important to note that this change is unlikely to be due to any local factor and instead a reflection of the variability in a relatively small set of data when just looking at Oxfordshire. We will therefore continue to review longer term trends to understand the impacts of our Vision Zero road safety programme. More detailed analysis of KSI trends can be found in our annual casualty report.

We are currently undertaking further analysis to help understand the data and once completed, we will publish more detailed analysis in our annual casualty report. Recognising the devastating impact of road casualties we adopted our Vision Zero Strategy and Action Plan on 23rd April 2024 and work is now underway to deliver the strategy.

Public transport

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
Passenger journeys on local bus services	Oxfordshire	41,900,000	40,700,000	11,700,000	25,500,000	33,600,000	+32%	-20%
	England	4,310,700,000	4,072,600,000	1,580,000,000	2,835,300,000	3,383,200,000	+19%	-17%
Passenger journeys on local bus services per head of the population	Oxfordshire	60.9	58.8	16.8	35.1	46.2	+31%	-24%
	England	77.0	72.4	27.9	50.2	59.8	+19%	-17%

Number of rail passenger journeys (rail station entries and exits)	Oxfordshire	21,739,640	3,950,376	12,664,280	15,739,326	N/A	+25%	-27%
	England	3,007,144,054	678,732,800	1,788,478,136	2,462,181,212	N/A	+38%	-18%
Number of park and ride passenger journeys	Oxfordshire	N/A	N/A	-33% vs 2019-20	-20% vs 2019-20	N/A	+19%	-20%
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Bus patronage fell significantly during the COVID-19 pandemic but is recovering. Bus patronage increased by 32% in Oxfordshire between 2022 and 2023 and passenger journeys per head of the population increased by 31% over the same time period. These increases are larger than the national average where both passenger journeys and passenger journeys per head of the population have increased by 19% between 2022 and 2023.

Despite the increase over the last year, passenger journeys and passenger journeys per head of the population remain lower than the 2019 baseline in Oxfordshire. Passenger journeys is 20% lower than the 2019 baseline and passenger journeys per head of the population 24% lower. This is broadly in line with national averages which are 17% lower than the 2019 baseline.

Similarly, rail passenger journeys fell significantly during the COVID-19 pandemic. As with bus patronage, the number of rail passenger journeys has been increasing since 2020 and there was a 25% increase in the number of rail passenger journeys in Oxfordshire between 2021 and 2022. This is slightly lower than the national average increase of 38% between 2021 and 2022. In Oxfordshire the 2022 figures are 27% lower than the 2019 baseline. This is a larger difference than the national average of 18% lower than the 2019 baseline.

The most used railway station in Oxfordshire remains Oxford with over 6.5 million passengers in 2022. There was a 31% increase in passengers at Oxford station between 2021 and 2022. Didcot is the second most used station in the county with 2.4 million passengers in 2022 followed by Banbury (1.8 million passengers) and Bicester Village (1.6 million passengers). Banbury was the only station in the county that had a decrease in passengers between 2021 and 2022 (4% decrease).

The stations with the largest percentage increase in passengers between 2021 and 2022 were Finstock (94% increase from 364 to 706), Shiplake (66% increase from 47,360 to 78,466) and Hanborough (47% increase from 178,368 to 262,498). The number of passengers using Hanborough was the third highest in its history, with only 2019-20 and 2015-16 having more passengers.

Following the COVID-19 pandemic leisure travel has become more popular and is now the most common reason for train travel nationally. The latest quarterly revenue data from October to December 2023 shows that there were 217 million leisure journeys accounting for £1,451 million revenue compared to 175 million commute journeys accounting for £955 million revenue.

We are not able to provide the overall number of journeys from park and ride sites due to it being commercially sensitive, but we are able to report on the aggregated percentage change. The data shows that there has been a 20% decrease in journeys from the park and ride sites between 2019-20 and 2022-23. However there has been an 19% increase between 2021-22 and 2022-23. This is broadly in line with the more general bus passenger trends but the increase in park and ride passengers observed between 2021-22 and 2022-23 is lower than overall patronage growth in the county.

Digital connectivity

Indicator	Location	2019 (Baseline)	2020	2021	2022	2023	2024 (Current)	Change vs previous year (%)	Change vs baseline (%)
Percentage of premises with superfast broadband	Oxfordshire	98%	97.7%	98.2%	98.4%	98.5%	98.9%	+0.4%	+0.9%
	England	96%	96.2%	97.3%	97.6%	97.9%	98.2%	+0.3%	+2.2%
Percentage of premises with full fibre broadband	Oxfordshire	10%	13.4%	17.4%	26.5%	39.9%	55.9%	+16%	+45.9%
	England	6%	7.4%	22%	35.1%	49.5%	65.3%	+15.8%	+59.6%

Digital connectivity data is updated monthly and so we have been able to include 2024 data for this KPI. As this data is regularly updated it is likely to have changed following production of this report. The 'current' data is accurate as of May 2024 and has been compared to data from May of previous years.

Oxfordshire has more premises with superfast broadband than the national average and it has increased since 2019. There has been a significant 45.9 percentage point increase in the percentage of premises with full fibre broadband since 2019 and a 16 percentage point increase over the last year. The number of full fibre premises in the county is growing at a steady rate but remains lower than the national average. This is because of three factors in Oxfordshire:

- Rurality - In general, the more rural the county is, the more widely dispersed the premises are outside of the city and major towns. This makes the cost per premise of building full fibre infrastructure much higher and attracts less commercial investment.
- Most cities have good full fibre access which helps raise the average of the county. However, until September 2022 Oxford had just 2% full fibre coverage. We have worked hard to secure investment in Oxford and building has commenced raising the level to 26%.
- Virgin Media has about 40% coverage across the county with their gigabit docsis network. This is patchy across Oxford and other market towns but typically disincentives alternative networks from investing in full fibre build.

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

Air quality

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023 (Current)	Change vs previous year (%)	Change vs baseline (%)
Road transport emissions	Oxfordshire	1322.9 kt CO_2	1056.4 kt CO_2	1140.8 kt CO_2	1153.9 kt CO_2	N/A	+1%	-13%
	UK	98,878.3 kt CO_2	80,316.7 kt CO_2	87,586.1 kt CO_2	87,998.5 kt CO_2	N/A	0%	-11%
Years of healthy life lost (DALYs) due to ambient particulate matter	Oxfordshire	2,300	N/A	N/A	N/A	N/A	N/A	N/A

Analysis of road transport emissions has been covered previously. Years of healthy life lost due to ambient particulate matter is included in the Joint Strategic Needs Assessment using a methodology from Public Health England. The last calculation was made in 2019 and so there is not an

update for inclusion in this year's monitoring report. As covered in the Healthy Place Shaping section, the fraction of mortality attributable to particulate air pollution value for Oxfordshire in 2021 was 5.5%, slightly above the South East average (5.4%) and similar to the England average (5.5%).
It is worth highlighting that whilst transport contributes to particulate matter (PM) emissions it is not the largest source. Oxford City Council's most recent source appointment study[17] found that domestic combustion is by far the largest contributor to particulate matter emissions in Oxford, contributing approximately 66% of $PM_{2.5}$. emissions. Road transport only accounts for approximately 10% of total local emissions of particulate matter.

Similarly, as part of the 2023 Air Quality Actions Plans for Chipping Norton and Witney[18], some particulate matter source apportionment work has been conducted using modelled data from Defra and measurements from the monitoring site at Oxford St. Ebbes. This work found that approximately 11% of $PM_{2.5}$ emissions in Chipping Norton are from transport and 10% in Witney. In both towns domestic combustion was the largest source of $PM_{2.5}$ emissions with 52% in Chipping Norton and 49% in Witney.

Transport also contributes to the emissions of Nitrogen Dioxide. In Oxfordshire, the district and city councils are required to monitor air quality within their respective areas. Where air pollution levels have exceeded the national air quality objectives and these are not being met, they must identify and declare Air Quality Management Areas (AQMAs). Once declared, they must develop Air Quality Action Plans (AQAP) and produce annual air quality status reports (ASR) for Defra.

Monitoring data and the associated AQAPs and ASRs can be found on our new air quality website Oxon Air. The latest monitoring data shows that nitrogen dioxide levels have generally been decreasing across the county year on year. The data from 2023 also included no exceedances of the UK legal limits in Oxford, South Oxfordshire, West Oxfordshire or Vale of White Horse. There was 1 AQMA in Cherwell that recorded an exceedance of the UK legal limits (Hennef way, Banbury). This decreasing trend is largely due to the introduction of cleaner vehicles and electric vehicles.

[17] https://www.oxford.gov.uk/downloads/file/841/oxford-source-apportionment-study
[18] https://www.westoxon.gov.uk/environment/noise-pests-pollution-and-air-quality/air-quality/#:~:text=Areas%20within%20West%20Oxfordshire%20which,below%20National%20Air%20Quality%20Standards.

Private car

Indicator	Location	2019 (Baseline)	2020 (COVID-19)	2021 (COVID-19)	2022	2023	2024	Change vs previous year (%)	Change vs baseline (%)
Car vehicle miles	Oxfordshire	3,800,000,000	2,710,000,000	3,085,000,000	3,449,000,000	3,562,000,000	N/A	+3%	-6%
	England	225,160,000,000	169,561,000,000	189,675,000,000	208,816,000,000	215,057,000,000	N/A	+3%	-4%
Number of car trips	Oxfordshire	N/A	N/A	N/A	+4.5% vs 2019	N/A	-2.3% vs 2022	N/A	-2.3%
	England	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of registered battery EVs	Oxfordshire	1,704	3,564	5,022	9,804	9,694	N/A	-1.1%	+469%
	UK	90,859	193,993	379,221	628,984	930,649	N/A	+48%	+924%
Car ownership	Oxfordshire	82% (2011)	N/A	84%	N/A	N/A	N/A	N/A	N/A
	England	74% (2011)	N/A	76%	N/A	N/A	N/A	N/A	N/A

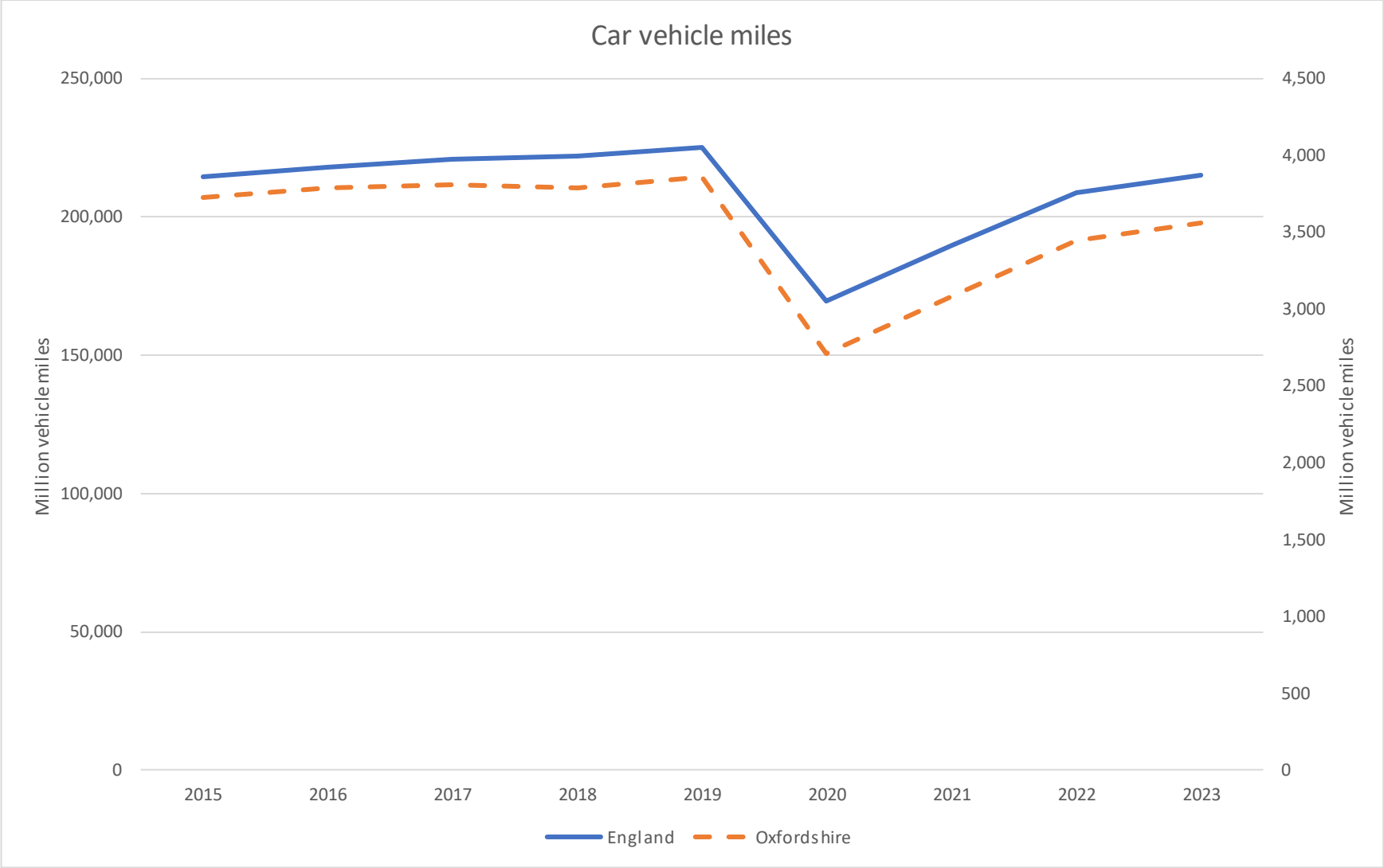


Figure 13 – Car vehicle mile trends in England (left axis) and Oxfordshire (right axis)

Car vehicle miles increased by 3% in Oxfordshire between 2022 and 2023 which is in line with the national average (3% increase). Total car vehicle miles in 2023 are 6% lower than the 2019 baseline which is broadly in line with the national trends (-4% compared to the 2019 baseline). Whilst vehicle miles are lower than the baseline they have been increasing year on year since the COVID-19 pandemic. The rate of growth in 2023 was lower than the previous year as seen on figure 13, but the increasing trend is still in contrast to net-zero targets. Reducing vehicle miles and the length of car trips is a key part of meeting our net-zero targets.

Car ownership at the Oxfordshire level is currently best measured through the census. Due to the census timescales, the latest available data is 2021 and this will be the case for a number of years. The 2021 data is the same as last year's monitoring report and shows that the percentage of households with access to 1 or more cars in Oxfordshire has increased by 2% compared to 2011 and car ownership remains higher in Oxfordshire than the national average. We will investigate alternative sources of data for this KPI that may allow for more regular monitoring.

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

There has been a 1.1% decrease in the number of battery electric vehicles in Oxfordshire over the last year. This is in contrast to the national average (48% increase). We are working to understand why this change has occurred, it is primarily due to a decrease in the number of registered battery electric company vehicles in Cherwell district between 2022 and 2023, all other districts saw an increase during this time. Cherwell has historically and continues to have the largest number of registered battery electric vehicles in Oxfordshire. However, the number of registered battery electric vehicles has still increased by 469% compared to the 2019 baseline, this is lower than the national average (924% increase).

Battery electric vehicles represent approximately 2.52% of licensed cars in Oxfordshire and has increased from 0.38% of licensed cars in 2019. This figure has become lower than the national average for the first time as battery electric vehicles represent approximately 2.77% of licensed cars nationally. The county council continue to conduct a range of projects to support the uptake of electric vehicles, some of which are summarised later in this report.

Road highways maintenance condition

Indicator	Location	2018 (Baseline)	2023	2024 (Current)	Change vs previous year (%)	Change vs baseline (%)
Percentage of roads in good condition (green)	Oxfordshire	47%	50%	62%	+12%	+15%
	England	54%	50%	57%	+7%	+3%
Percentage of roads planned for investigation (amber)	Oxfordshire	43%	35%	32%	-3%	-12%
	England	28%	32%	32%	0%	+4%
Percentage of roads Planned for maintenance (red)	Oxfordshire	10%	15%	7%	-8%	-3%
	England	18%	18%	11%	-7%	-7%
Percentage of pavements / cycle ways in good condition	Oxfordshire	N/A	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A	N/A
Percentage of pavements / cycle ways in fair condition	Oxfordshire	N/A	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A	N/A
Percentage of pavements / cycle ways in poor condition	Oxfordshire	N/A	N/A	N/A	N/A	N/A
	England	N/A	N/A	N/A	N/A	N/A

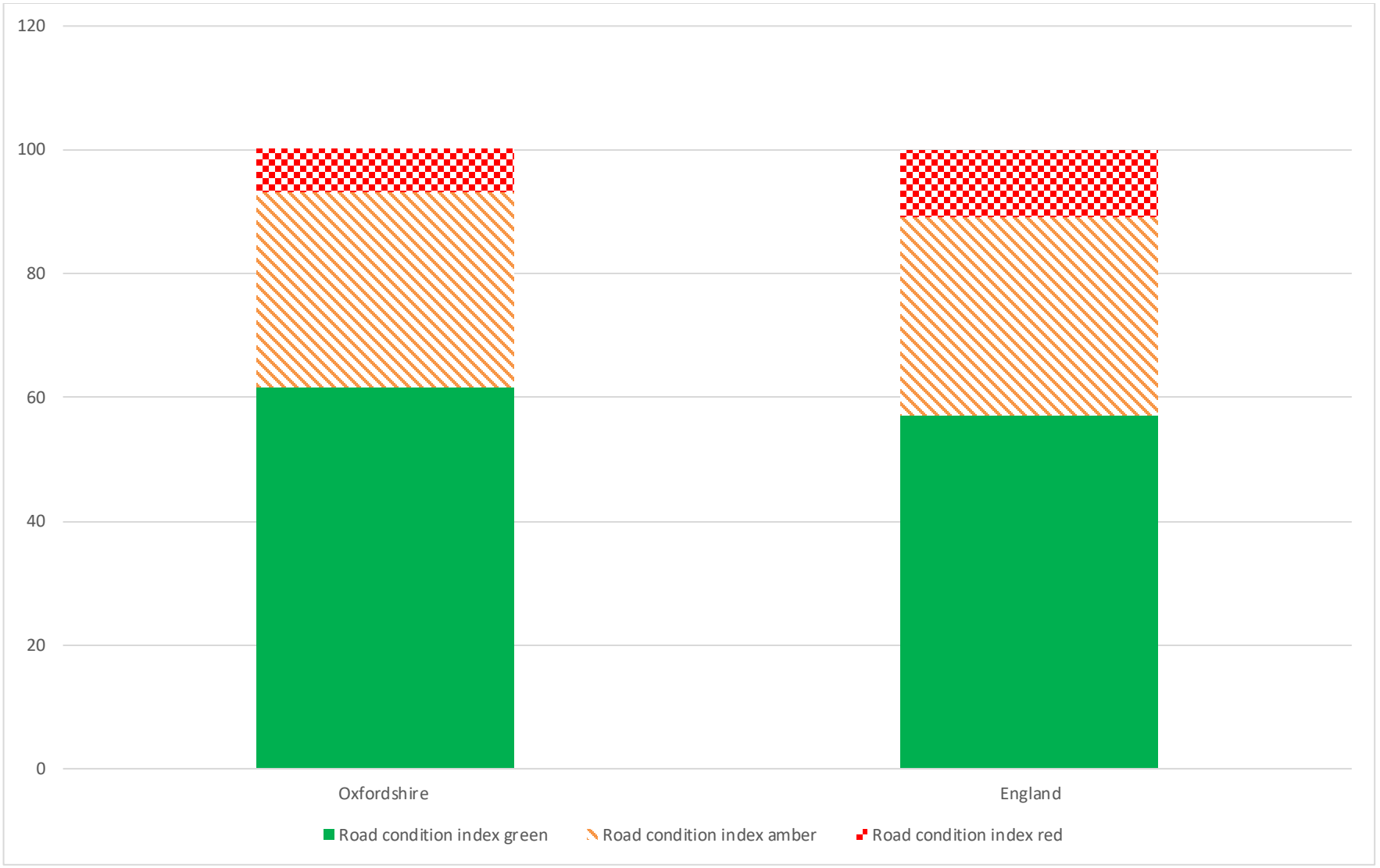


Figure 14 – 2024 road highways maintenance condition in England and Oxfordshire

The percentage of roads in 'Green' road condition index (good condition) has increased since 2017-18 both within Oxfordshire and nationally. The percentage of roads in green condition in Oxfordshire is higher than the national average and has increased by 12 percentage points over the last year compared to a 7 percentage point increase nationally.

Whilst the percentage of roads in 'Amber' road condition index has decreased (planned for investigation) by 12 percentage points compared to the baseline and by 3 percentage points over the last year, this is largely due to the corresponding increase of roads in green condition. Oxfordshire has the same percentage of roads in 'Amber' condition as the national average and a lower percentage if roads in 'Red' road condition index (planned for maintenance) than the national average (7% compared to 11% nationally).

There is not a readily available data source about the condition of cycle ways and footway data is not reliable enough to be used at this stage. We will continue to investigate potential data sources for these KPIs.

Travel behaviour surveys

The data collected to understand the LTCP targets and KPIs provides us with a high level overview of the key transport trends in the county. However, in some areas we do not have more granular local data and the data only provides us with limited understanding about the causes of change and what factors influence residents travel choices. Therefore, in order to better understand residents travel habits, the way residents get around and what influences transport choices we also need to collect travel behaviour information.

In order to do this we conducted a pilot countywide travel behaviour survey between November and December 2023. We also have data from the Oxfordshire Community Rail Partnership (OxCRP) who conducted a travel survey between February and March 2024. Findings from both of these surveys is summarised in the following sections.

Countywide travel behaviour survey

We conducted the survey as a pilot in order to test the concept and refine the questions before a potential wider roll out in the future. The survey was sent to residents who completed the LTCP consultation questionnaire and asked to be kept in touch with.

The survey was split into two main sections. These were:

- Your Regular Travel Habits – In this section, we asked about residents' typical travel routines on the most recent typical week, including destinations, modes of transport, factors influencing those choices and how these habits might have changed.
- About You and Your Travel Needs – Here, we asked about residents' individual circumstances and responsibilities like job, lifestyle and caring for dependents etc. This will help us further understand what impacts and influences residents' transportation decisions.

There were 151 respondents from 253 invited to participate across Oxfordshire, based on respondents that participated in the LTCP survey and indicated they were happy to be contacted. Responses covered views from across Oxfordshire, but the response sample was heavily weighted towards Oxford. As this was a pilot there were a limited number of responses and so the data is not statistically robust enough to conduct in depth analysis at this stage. However, we have reviewed the results and are able to provide some narrative based findings. This provides a helpful insight into travel behaviours, cycling trends and areas to explore in the future.

<u>Travel habits and patterns</u>

- The most common number of trips that respondents reported taking in a single day, during a typical week with the highest travel frequency, was 3-4 trips.

- The days with the highest number of trips were Monday, Tuesday, and Wednesday.

Public transport issues

- Connectivity problems: Difficulty in accessing certain areas due to lack of direct bus routes.
- Service reliability: Complaints about intermittent and unreliable bus services (mainly in Oxford but also reported in Witney, Wallingford, Thame, Abingdon and Banbury in order of most citied).
- Impact of road closures: Road closures, such as Botley Road, have impacted travel times and accessibility, causing frustration among residents.
- Availability and reliability: Many respondents highlight the lack of available public transport and its unreliability, making it difficult to visit friends or travel for essential activities.

Cycling infrastructure

- Personal safety concerns: Aggressive driving, high speeds, and poor cycling infrastructure deter people from cycling.
- Infrastructure quality: Issues like potholes and lack of maintenance make cycling difficult.
- Desire for improvement: Many respondents would cycle more if the infrastructure were improved.
- Concerns relating to property safety and facilities: There is a strong demand for more and safer cycling infrastructure, including secure bike sheds with CCTV and more cycle parking facilities.
- Positive feedback on LTNs: Some respondents find that Low Traffic Neighbourhoods (LTNs) have made cycling easier and reduced congestion in certain areas.

Personal circumstances

- Health and disabilities: Some respondents cannot cycle due to health issues or disabilities; public transport is also not a viable option for them.
- Family responsibilities: Caregivers for children -- including those with special needs – and for elderly parents find it challenging to use public transport or cycle due to their responsibilities.
- Dependents activities: Some respondents noted additional car trips, especially on weekends, due to their dependents' activities such as parties and sports club matches.

General sentiments

- Frustration with traffic measures: Strong opposition to LTNs, Zero Emission Zones (ZEZs), 15-minute city plans, and 20mph zones perceived as detrimental to car users, especially to those who rely on the car as the only viable option based on personal circumstances.
- Desire for Better Planning: Calls for better public transport, investment in light rail links, and improved road infrastructure to reduce congestion and environmental impact.

Summary of key insights

- Cycling trips increase: The increase in cycling trips is likely due to a subset of the population who are already cyclists making more frequent trips, possibly due to improved cycling routes or personal preferences.
- Constant/lack of increase in the number of cyclists:
    - The overall number of people cycling is likely to not have grown due to persistent barriers such as safety concerns, poor infrastructure, cycling facilities, and personal health or family responsibilities.
    - The reported lack of reliable public transport and the impact of road closures have significantly affected travel behaviours, leading to an increased reliance on cars and frustration among residents.

OxCRP travel survey

Oxfordshire Community Rail Partnership (OxCRP) are working with Great Western Railway (GWR) on the 'Connecting Communities' project. As part of that project a survey of residents was carried out, to understand experiences, perceptions and challenges of rail travel for local Oxfordshire people. An online survey was promoted across Oxfordshire via social media and through stakeholder networks. The survey ran from 6th February to 25th March 2024. A total of 955 people completed the survey. Findings from the survey are summarised below.

Travel choices and influences

- Overall, reliability is the most important factor in deciding how to travel, this will be a combination of both actual and perceived reliability. Those who travel by car are slightly more likely to say reliability is very important.
- Convenience is the second most important factor and may create a barrier for some to using public transport, unless integrated accessible services are available. 75% of those who commute by car say convenience is very important.
- Barriers to train travel are a mix of both actual and perceived ones. This illustrates the need for both an integrated transport offer and strong communication where perceptions are not felt to reflect the reality.
- 56% of residents say it is easy to get to a train station, rising to 73% of those who cycle to the station. People who need to travel by bus or car are least likely to say getting to the station is easy, reflecting the need for integrated solutions to enable easy access to stations.

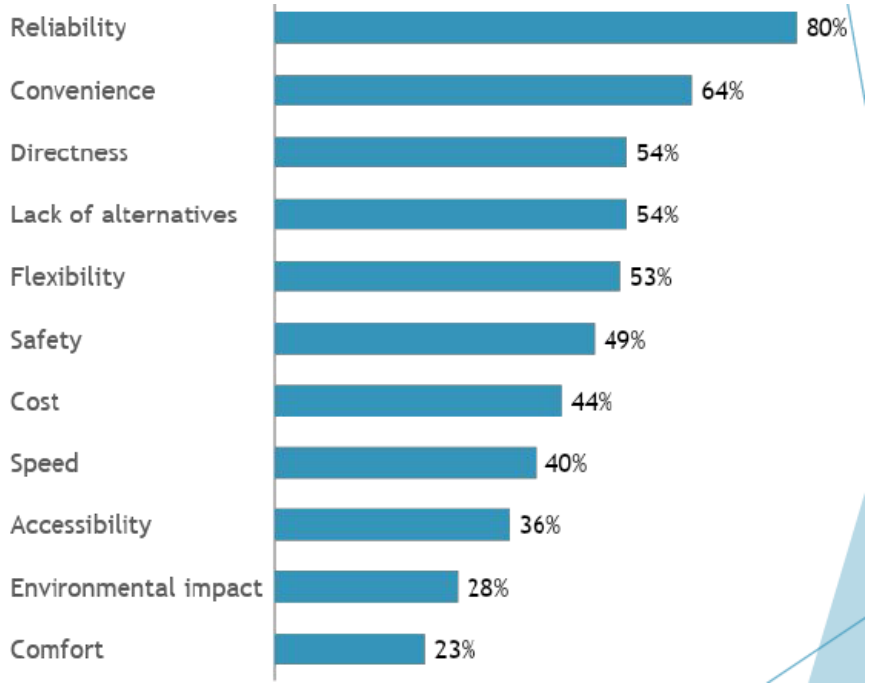


Figure 15 – Very important factors when deciding how to travel

Transport and community

- Residents note that transport links into and out of Oxfordshire are good, enabling good access to London in particular.
- In and around Oxford the view of transport connectivity is positive, but in other areas of the county there is more criticism of the lack of integrated transport options.

Community wellbeing

- There is considerable positivity around living in Oxfordshire, with the range of facilities/amenities, a sense of feeling safe and the environment in the county are all key drivers.
- The aspects that have the lowest satisfaction levels are access to healthcare and leisure facilities, with 29% and 20% respectively dissatisfied with these facilities/services. Linked to the split view of whether transport helps or hinders access to facilities, this suggests that whilst for some there may be a lack of healthcare and leisure facilities, for others it is the lack of transport accessibility to facilities.

Young people

- The survey method resulted in only a small number of under 25's taking part. Data should therefore be treated with caution.
- Being heard and inclusivity are considerably more important to young people than older people in supporting community wellbeing.
- Younger people are most positive about public transport supporting employment opportunities (31%).
- Cost is the biggest influencer of travel choices for young people.

Diversity and inclusion

- Being heard is considerably more important to under-represented ethnic groups and personal wellbeing scores are typically considerably lower.
- Travel behaviours are similar to those from other ethnic backgrounds. Some factors have greater importance (cost, convenience, comfort etc.) in decision-making processes.
- Those with impairments, health conditions and disabilities typically score lower for personal wellbeing, but have similar views of their community to those without impairments.
- This group is much less likely to travel by train, particularly if their impairments are physical. Barriers to train travel are around availability, access and cost. For some their impairments are seen as blockers to accessing stations and/or travelling by train.

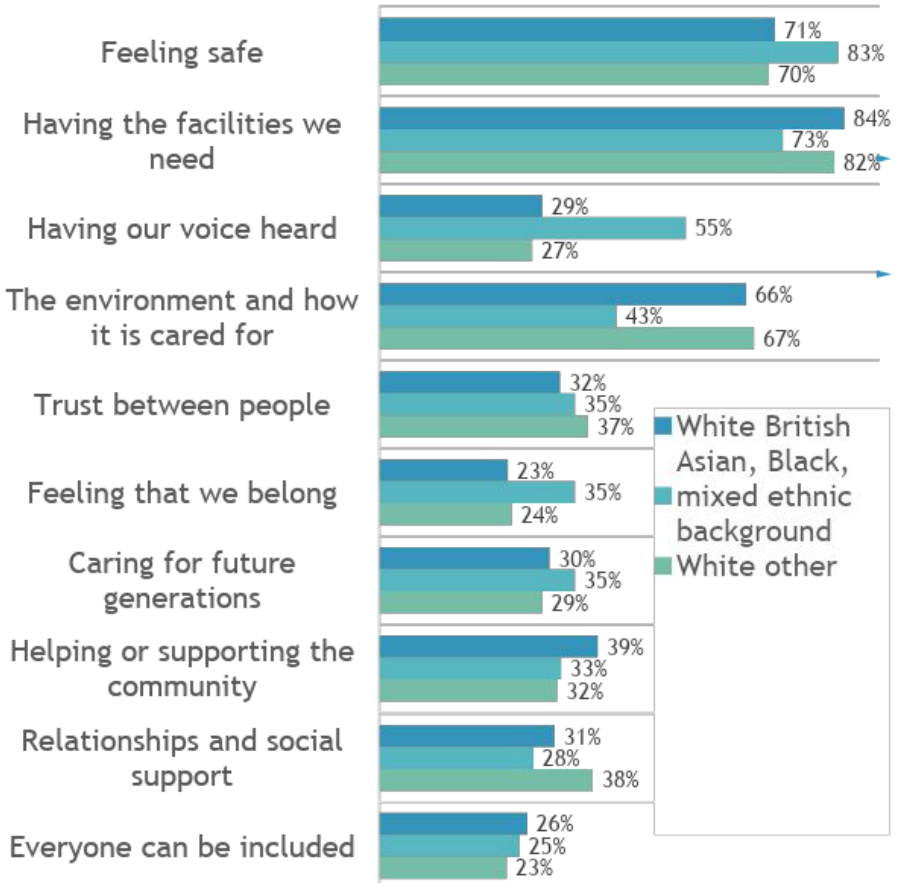


Figure 16 – Most important factors for the well-being of your community

Sustainability / carbon reduction

- 69% of people claim high awareness of sustainable transport, but this doesn't always translate to active consideration of using sustainable transport.
- Younger people are slightly more likely to consider sustainability in their transport choices.
- Those of minority ethnic backgrounds are less aware of sustainable transport and it has less influence on their travel choices.

Delivery over the last year

This section provides an overview of progress made on delivering the LTCP policies over the last year (July 2023 – July 2024). The section is structured according to the LTCP policy focus areas to highlight the progress made in each policy area.

As noted previously in this report, owing to the time it will take to significantly change travel patterns in the county, the impacts of this work will not immediately be seen in future monitoring reports. We will therefore continue to deliver programmes of improvements across the county and monitor the impacts of these alongside the annual monitoring of the broader LTCP targets and KPIs.

Walking and cycling

- Strategic Active Travel Network approved in April 2024.
- Initial consultation on Oxfordshire Cycle Design Standards (OCDS) in November and December 2023. Targeting approval by the end of 2024.
- Review of Oxford City cycle network including Queen Street and Cornmarket Street cycling ban.
- Community Outreach Active Travel programme launched in November by partners, Active Oxfordshire (AO).
- Several schemes delivered to improve the Oxford cycle network, particularly in support of the Active Travel Strategy priority to encourage children cycling:
    - Willow Walk Oxford Route 22 (OXR 22) resurfacing widening has substantially improved the link to Matthew Arnold School.
    - Boundary Brook Way Route (OXR E8) resurfacing, widening and new parallel crossing of Cowley Road have created a safe link to Oxford Spires.
    - The Cowley LTN has transformed the link to Greyfriars School via OXR 16 (Rymers Lane).
    - The East Oxford LTN has likewise transformed links to Cheney School via OXR E4 (Divinity Road) and E5 (Southfield Road) and via Quickways improvements along OXR 12 (Morrell Avenue-Warneford Lane).
- Monitoring of the East Oxford LTN found that cyclist counts have consistently increased across all boundary roads with similar changes in flows and impact percentages, meaning it is likely that the effect of the LTNs and other local changes are driving the increase.
- In July 2023, Oxfordshire showcased its active travel achievements to the rest of England in the hugely successful Oxfordshire Cycle County Active County Conference.

Healthy place shaping

- Sustainable School Travel Strategy approved in September 2024.
- Progressing Phase 2 School Streets at 5 schools:
    - Sandhills Primary School
    - Tyndal Primary School
    - New Hinksey Primary School
    - St Mary and St John Primary School
    - Manor Primary School
- Funding for a Phase 3 of School Street has been secured through Active Travel England's Active Travel Tranche 4 Extension Fund.
- Improved gateway features at Witney High Street and Market Square traffic restriction to aid awareness and improve crossing points.

Road safety

- Vision Zero Strategy and Action Plan adopted in April 2024.
- Delivered a range of road safety schemes including:
    - Bridleway enhancements at Windrush Place, Witney
    - Traffic Calming at The Leys Witney
    - Continued approval and delivery of 20mph zones across the County.

Public transport

- Business case approved for the delivery of Mobility Hub pilot sites in Benson and Carterton.
- Completion of major construction of Eynsham Park and Ride.
- OxRail 2040: Plan for Rail Strategy developed and consulted on in September 2024. Targeting Cabinet consideration in December 2024.
- Oxfordshire Community Rail Partnership established and delivered several projects including:
    - Mapping projects for Banbury and Didcot.
    - 'Getaways' - trips for younger residents from Oxfordshire's more deprived communities to the countryside.
- Ongoing development of a Strategic Outline Business Case for a potential new Grove and Wantage train station targeting outputs in early 2025.
- Delivery of the Zero Emission Bus Regional Area (ZEBRA) in partnership with the bus operators.
- New Bus Service Improvement Plan adopted in June 2024.

- Launched a new Oxfordshire bus partnership website (www.mybusoxfordshire.org.uk).
- Launched a new countywide multi operator bus ticket scheme known as MyBus.
- Offered £1 single journeys on bus throughout Oxfordshire in December 2023 (to be repeated in 2024).
- Installed over 100 new Real Time Passenger Information screens (RTPI).
- Major bus stop data capture exercise commenced in July 2024, to record non-geographic elements such as shelters, pole/flags/cases, accessibility, safety and RTI (Real Time Information) units.
- 50 Section 106 bus stop improvements either delivered or awaiting delivery.
- Study of Gloucester Green Bus Station completed to identify any 'quick wins' designed to improve the passenger waiting experience.

Digital connectivity

- Delivered or delivering a number of digital infrastructure projects:
    - Businesses in Rural Oxfordshire completed having provided full fibre broadband services to 1595 business and residential premises.
    - GigaHubs programme ongoing until Autumn 2024. Full fibre broadband services have been supplied to 193 public sector sites to date.
    - 5G Coverage – Collaboration with FreshWave to utilise existing street furniture to rollout of 5G across Oxford. Currently 17 sites have been utilised by FreshWave under this collaboration. OCC have also signed a second agreement with BT for use of existing street furniture.
    - Project Gigabit – Government funding of up to £114m to extend full-fibre coverage to over 68,000 hard-to-reach premises in Oxfordshire & West Berkshire. Contract awarded to Gigaclear who are beginning their build phase. The scope has been reduced in Oxfordshire due to significant commercial investment in the area.

Environment, carbon and air quality

- Update of baseline bus emissions requirements across Oxfordshire from 1st April 2025 approved in September 2024.
- Launch of the Oxfordshire website, Oxonair which enables data to be easily retrievable alongside Council reports and interventions and air quality related projects ongoing in Oxfordshire.
- Ongoing work to deliver OCC's Air Quality Strategy and Action Plan including:
    - Audits were carried out on Public Health planning consultation responses, including Health Impact Assessments which all included air quality impacts being raised.

- The University of Birmingham Air Quality Lifecourse Assessment Tool (AQ-LAT) has been procured and additional air quality modelling is being jointly funded with the Districts and City Councils to increase the power and value of the tool
- A webinar for residents was held by Oxfordshire Community Action Group about air quality, in partnership with District, City and County Councils.

Network, parking and congestion management

- Commenced procurement for new highway maintenance contract.
- Received £2,629,000 additional funding from the DfT for resurfacing and pothole repair. In 2023/24 this is delivering B4477 Kencot resurfacing and pre surface dressing patching at 33 sites.

Innovation

- MultiCAV project, funded through Innovate UK, successfully completed, piloting a self-driving bus between Milton Park and Didcot Rail station.
- Ongoing work to deliver the Horizon Europe funded project (Soteria) to test new methods of collecting road safety data for vulnerable road users and assess the impact of road safety interventions.
- Net Zero Mobility Innovate UK funded feasibility project commenced to improve network management for non-vehicular modes of transport and gather better data for scheme evaluation around road works.
- Project Skyway, Innovate UK funded project, ongoing to develop an inter-regional drone Superhighway.

Data

- LTCP monitoring report produced.
- Pilot countywide travel behaviour survey conducted.
- Smart Infrastructure Pilot Programme (SIPP), DSIT funded project commenced to deploy up to 15 smart lighting columns with 5G and Wi-Fi connectivity and the ability to integrate multiple sensors and other Internet of Things devices.

Freight and logistics

- HGV studies progressing in Henley-on-Thames and Windrush Valley.
- Ongoing work to deliver a Horizon Europe funded project (Green-log) for a freight consolidation pilot in Oxford, with demonstration commencing in Winter 2024.

Regional connectivity and cross-boundary working

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

Local connectivity

- Central Oxfordshire Movement and Place Framework development commenced.
- First phase of a Didcot Area Travel plan completed.
- Science Vale Area Travel Plan development commenced.

Future delivery

We recognise that there is still a long way to go if we are to deliver our vision and targets for transport in Oxfordshire. We will therefore continue to work hard on delivering the LTCP over the next year. It is important to note that due to central government's funding approach, we have to work hard to identify funding sources and bid for every suitable opportunity.

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

- Development of LTCP supporting strategies, see next section for further detail.
- Development of LCWIPs for Charlbury, Chipping Norton, Thame, Wallingford area, Wantage & Grove and Woodstock.
- Development and adoption of updated Oxfordshire Cycle Design Standards (OCDS) and Walking Design Standards (OWDS).
- Phase 2 of the Strategic Active Travel Network (confirmation of preferred route alignments, feasibility and design work, costings) on an area-by-area basis.
- Delivery of active travel tranche 3 and 4 schemes.
- Development of the Oxford Greenways project with Oxford City Council and Oxford University.
- Development of School Streets Phase 3.
- Development of updated travel plan guidance for new development.
- Development of an interim improvements programme for Oxford railway station with Great Western Railway and Network Rail.
- Working with Oxfordshire Community Rail Partnership to deliver projects. Includes a programme of work at Oxford station, including a 'Cotswold Calm Corner' to support those with neurodivergence needs.
- Hosting Rail in Oxfordshire and the Midlands Conference in January 2025.
- Design and engagement work on mobility hub pilot sites in Benson and Carterton.
- Conduct bus franchising and Demand Responsive Transport feasibility studies.
- Continued delivery of existing BSIP funded schemes, and development of new bus schemes as funding allows.
- Offering £1 single journeys on bus throughout Oxfordshire in December 2024.
- Production of a suite of new public bus maps.
- Cherwell Street, Banbury, project aimed at reducing bus transit time through the junction. On target for delivery September 2025.
- Additional 29 surface dressing schemes covering 340,000m2 using additional funding from the DfT.

Supporting strategies

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

Strategy	Update
Area and Corridor Travel Plans	• Central Oxfordshire Travel Plan approved by cabinet in November 2022. • The first phase of a Didcot Area Travel plan was completed in 2023. • This will now be combined with a Science Vale Area Travel Plan, with a focus on Didcot. First draft expected end of this year. • Work is ongoing to develop a wider Area Travel Plan programme. To support this a new Area Travel Plans Team is being recruited.
Rail strategy	• OxRail 2040: Plan for Rail Strategy scheduled for cabinet consideration in December 2024.
Bus strategy	• Work planned to develop a bus strategy, including park and ride by March 2025.
Walking and cycling design guidance	• Targeting approval of both documents by the end of 2024.
EV infrastructure strategy	• Work planned to commence on updating the Oxfordshire Electric Vehicle Infrastructure Strategy.

Appendix 1 – Target and KPI data sources

Targets

Target	Source	Source name
2030		
Replace or remove 1 out of every 4 current car trips	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
Increase the number of cycle trips in Oxfordshire from 600,000 to 1 million cycle trips per week	Sport England	Active Lives Survey
Increase the number of cycle trips in Oxford from 300,000 to 450,000 cycle trips per week	Sport England	Active Lives Survey
Reduce road fatalities or serious injuries by 50%	Compiled by OCC using Thames Valley Police reports	STATS-19
2040		
Deliver a net-zero transport network	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO_2 emissions estimates (kt CO_2) within the scope of influence of Local Authorities
Replace or remove an additional 1 out of every 3 current car trips in Oxfordshire	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
2050		
Deliver a transport network that contributes to a climate positive future	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO_2 emissions estimates (kt CO_2) within the scope of influence of Local Authorities
Have zero, or as close as possible, road fatalities or serious injuries	Compiled by OCC using Thames Valley Police reports	STATS-19

Key Performance Indicators

KPI	Source	Source name
Transport emissions		
Road transport emissions	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO_2 emissions estimates (kt CO_2) within the scope of influence of Local Authorities
Walking and cycling		
Percentage of adults that do any walking / walk for leisure / walk for travel once per week	Sport England	Active Lives Survey / DfT CW0303
Percentage of adults that do any cycling / cycle for leisure / cycle for travel once per week	Sport England	Active Lives Survey / DfT CW0302
Number of walking trips	Sport England	Active Lives Survey
Number of cycling trips	Sport England	Active Lives Survey
Physical activity		
Percentage of adults meeting physical activity recommendations	Public Health England	Public Health England Profiles - Physical Activity
Percentage of children meeting physical activity recommendations	Sport England	Active Lives Children and young people Survey
Healthy Place Shaping		
Average Healthy Streets score improvement	Lucy Saunders	Healthy streets design check tool
20 minute neighbourhood index improvements	OCC	20-minute neighbourhood mapping tool
Road safety		
Total number of KSI / KSI per mode	Compiled by OCC using Thames Valley Police reports	STATS-19
Public transport		
Passenger journeys on local bus services	Department for Transport	Passenger journeys on local bus services by local authority: England, from 2009/10
Passenger journeys on local bus services per head of the population	Department for Transport	Passenger journeys on local bus services per head by local authority: England, from 2009/10
Bus journey times	OCC / bus operators	N/A

Number of rail passenger journeys (rail station entries and exits)	Office of rail and road	Passenger entries and exits by station
Number of park and ride passenger journeys	OCC / bus operators	N/A
Digital connectivity		
Percentage of premises with superfast broadband	Think Broadband	Local broadband information
Percentage of premises with full fibre broadband	Think Broadband	Local broadband information
Air quality		
Road transport emissions	Department for Business, Energy & Industrial Strategy	Local Authority territorial CO_2 emissions estimates (kt CO_2) within the scope of influence of Local Authorities
Years of healthy life lost (DALYs) due to ambient particulate matter	Oxfordshire Health and Wellbeing Joint Strategic Needs Assessment	N/A
Private car		
Car vehicle miles in Oxfordshire	Department for Transport	Motor vehicle traffic (vehicle miles) by local authority and selected vehicle type in Great Britain, annual from 1993
Number of car trips	OCC car trip monitoring framework	INRIX trips and pathways dataset, Vivacity sensors and Automatic Traffic Count Data
Number of registered battery electric vehicles	Department for Transport	DVLA 'Licensed plug-in vehicles (PiVs) at the end of the quarter by body type, fuel type, keepership (private and company) and upper and lower tier local authority' VEH0142 (except total vehicle registrations VEH0105)
Car ownership	Office for national statistics	Census - car or van availability
Road highways maintenance condition		
Percentage of roads in good / fair / poor condition	OCC	N/A
Percentage of pavements / cycle ways in good / fair / poor condition	N/A	N/A

Appendix 2 – LTCP car trip methodology

1. Match Automatic Traffic Counter count sites to OpenStreetMap network

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

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

2. Filter out ATC sites we don't need

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

3. Match trip trajectories to OSM network

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

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

4. Find trips that pass-through ATC sites

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

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

5. Assign each trip to an appropriate ATC site

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

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

6. Scale trip count by ATC count

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

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

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

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

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

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

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

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

9. Scale trip count assigned to 'virtual ATCs'

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

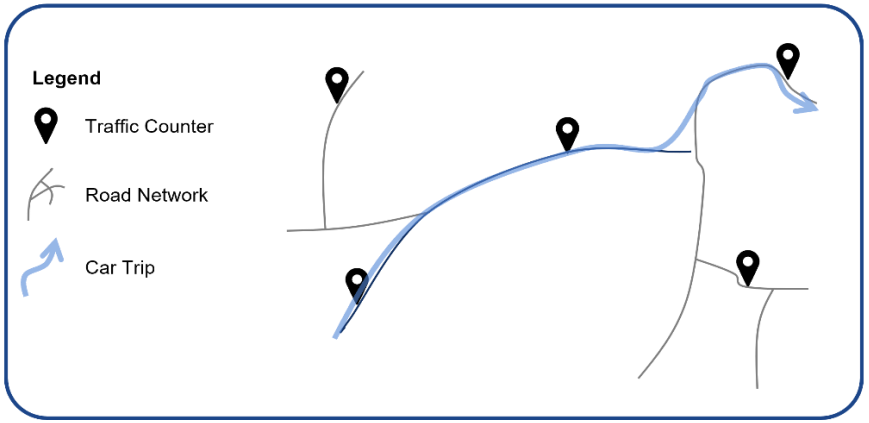
By scaling the trip counts assigned to the 'Virtual ATC' sites, we can accurately represent the trip activity in these areas. This step ensures that the virtual sites effectively capture the volume of trips they represent, providing reliable data for analysis and interpretation.

10. Collect total trip counts and standard deviations

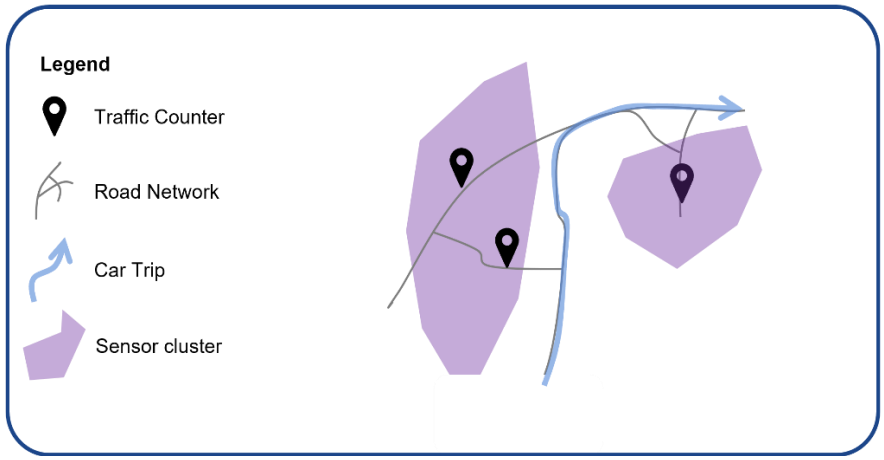
Finally, we collected the total trip counts and calculated standard deviations to provide an indication of variability and error bounds in the dataset. By summing the trip counts for all ATC sites and 'Virtual ATC' sites, we obtained the overall trip count for the study area.

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

Summary



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



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

Appendix 3 – Causeway Active Travel Tranche 2 monitoring

As outlined previously, we now have detailed scheme specific monitoring from delivery of the Active Travel Tranche 2 scheme in Causeway, Bicester. This monitoring helps us to understand the impacts of delivering individual active travel schemes in a specific town. Weekly data on the total numbers of cyclists and other travellers along the Causeway have been collected via Vivacity sensors since February 2021.

The graphs below shows the average weekly numbers of cyclists and pedestrians, along with the frequency distribution of these figures. The analysis shows average counts of 4,612 pedestrians and 627 cyclists per week. Furthermore, peak counts were observed during the summer months, with 10,315 pedestrians and 2,320 cyclists, while troughs were noted during the winter months, with figures dropping to 174 pedestrians and 31 cyclists.

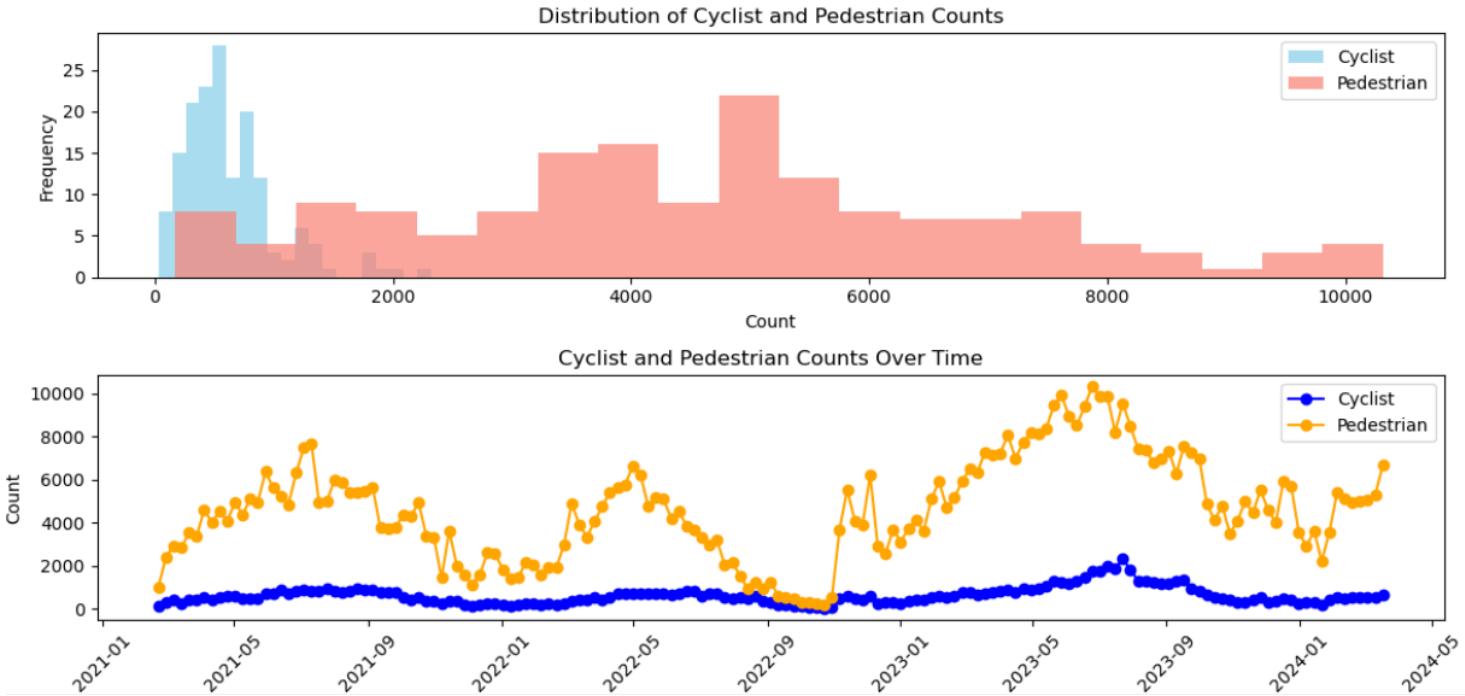


Figure 17 – Causeway cyclist and pedestrian trends and numbers over time

In addition to the individual analyses of cyclists and pedestrians, a linear regression was conducted to explore the relationship between the number of cyclists and pedestrians. The Pearson correlation coefficient (r = 0.84) revealed a strong positive linear relationship between the two variables, indicating that as the number of cyclists increases, there is a corresponding increase in the number of pedestrians, and vice versa.

The p-value associated with this correlation coefficient was extremely small ($p < 0.0001$), suggesting that the observed correlation is highly statistically significant. Furthermore, the coefficient of determination ($R^2 = 0.71$) indicated that approximately 71% of the variability in the number of pedestrians can be explained by changes in the number of cyclists, demonstrating a substantial level of association between the two groups. These findings highlight a significant interdependency between cyclists and pedestrians, with changes in one group strongly influencing the other.

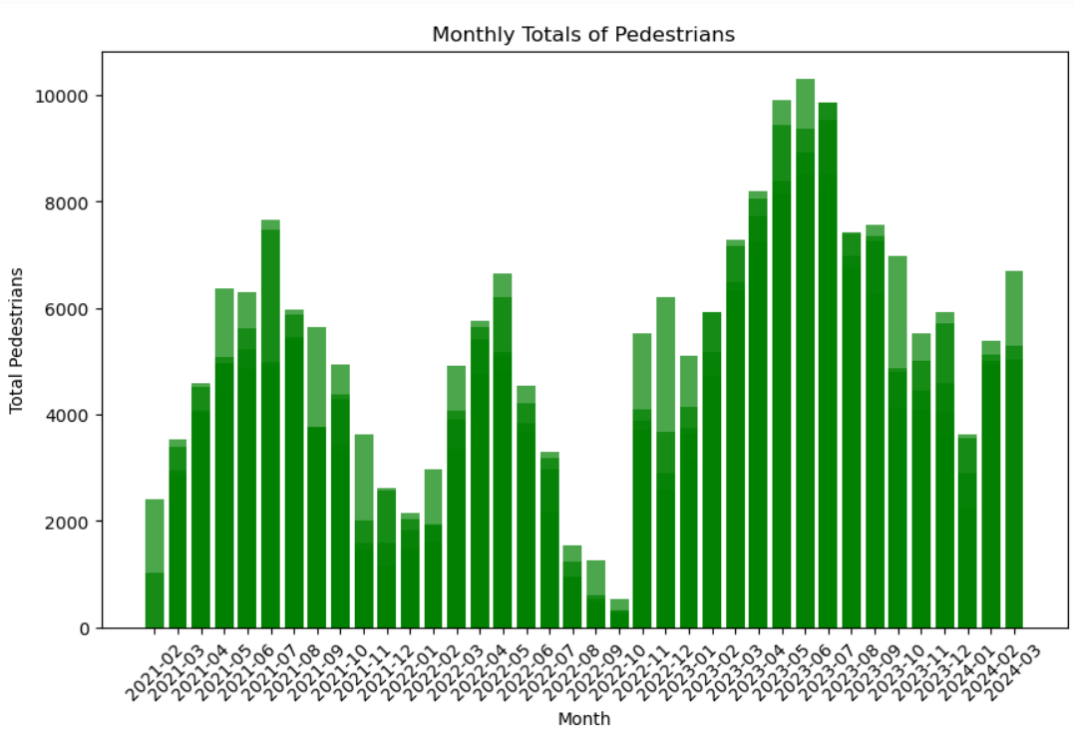


Figure 18 – Monthly pedestrian numbers

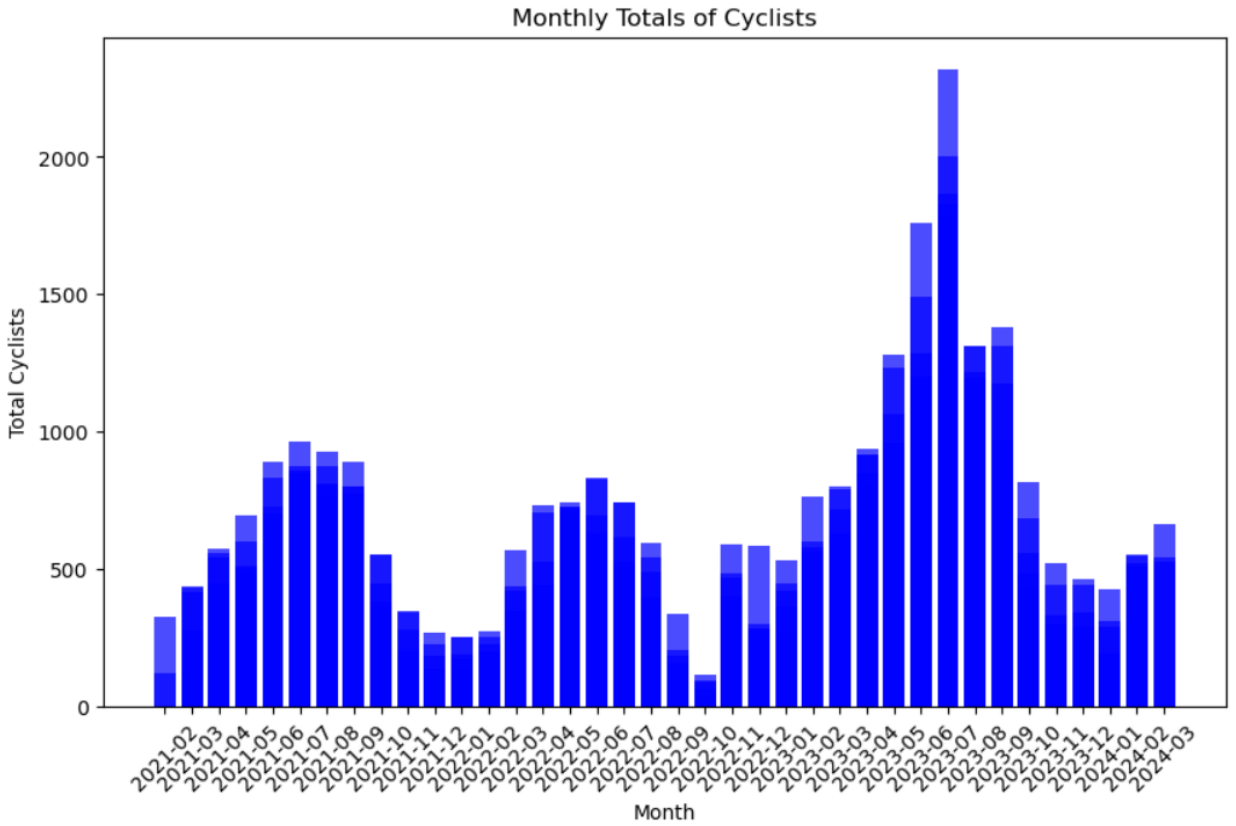


Figure 19 – Monthly cyclist numbers

Linear regression analysis was also conducted to examine the relationship between time and the number of cyclists and pedestrians. For cyclists, the Pearson correlation coefficient revealed a weak positive linear relationship ($r = 0.25$), which was statistically significant ($p = 0.0017$), indicating that as time increases, there is a tendency for the number of cyclists to also increase. The coefficient of determination suggested that approximately 6% of the variability in the number of cyclists can be explained by changes in time. Similarly, for pedestrians, the analysis showed a moderately positive linear relationship ($r = 0.33$), which was highly statistically significant ($p < 0.0001$). The R-squared value indicated that approximately 11% of the variability in the number of pedestrians can be explained by changes in time.

These findings suggest that both cyclists and pedestrians exhibit increasing trends over time, with pedestrians showing a stronger relationship with time compared to cyclists. However, it's important to note that while time explains a portion of the variability in both groups, other factors may also influence their numbers.

Overall, the implementation of Active Travel Tranche 2 schemes in Causeway, Bicester had a notable impact on cycling trends. The findings above highlight a significant increase in both cyclist and pedestrian numbers over time, particularly evident during the summer months. The strong correlation observed between cyclist and pedestrian numbers emphasises the interconnected nature of these modes of transport. Changes in cyclist numbers are found to strongly influence pedestrian counts and vice versa, indicating the importance of considering both modes of travel in urban planning and transportation management strategies.

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Summary of changes to LTCP

Change	Pages	Reason
References to Oxfordshire Plan 2050 removed	15, 20, 61, 63, 131, 140	Development of Oxfordshire Plan 2050 abandoned in August 2022. References to individual District and City Local Plans maintained.
Vision zero target wording changed from "life changing injury" to "serious injury"	7, 33	Additional work conducted on the Vision Zero Strategy following LTCP adoption. The wording has therefore been updated to reflect the wording agreed with stakeholders in the Vision Zero Steering Group and included in the Vision Zero Strategy.
Vision zero policy wording changed from "life changing injury" to "serious injury"	65	Additional work conducted on the Vision Zero Strategy following LTCP adoption. The wording has therefore been updated to reflect the wording agreed with stakeholders in the Vision Zero Steering Group and included in the Vision Zero Strategy.
"Area Transport Strategies" renamed "Movement and Place Strategies" and references amended accordingly	8, 9, 13, 34, 37, 59, 61, 131, 132, 138, 139	Name updated following further work after LTCP adoption. Update will reduce confusion with developer travel plans and reflect the importance of place making.
"Transport corridor strategies" renamed "Corridor movement and place strategies" and references amended accordingly.	9, 131, 132, 133, 138	Name updated following further work after LTCP adoption. Update will reduce confusion with developer travel plans and reflect the importance of place making.
"20-minute neighbourhoods" renamed "liveable neighbourhoods" and references amended accordingly.	7, 34, 39, 57, 60, 61, 62, 82, 84, 85, 134, 136, 140, 170, 171	Name updated following further work post LTCP adoption. Update will align with Central Oxfordshire Travel Plan.

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Cherwell District Council and Oxfordshire County Council

Equality and Climate Impact Assessment

Local Transport and Connectivity Plan

August 2021

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Section 1: Summary details

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

Section 2: Detail of proposal

Context / Background Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.	Local Transport Plans are statutory documents, required under the Transport Act 2008. We are calling ours the Local Transport and Connectivity Plan (LTCP), to better reflect our strategy both for digital infrastructure and for connecting the whole county. The LTCP outlines our long term vision for transport in the county and the policies required to deliver this. The LTCP vision and policies will be used to influence and inform how we manage transport and the types of schemes we implement. The current Local Transport Plan 4 (LTP4) was adopted by the Council in 2016. It has provided a strategic transport policy framework for Oxfordshire over the last few years. However, the local and regional policy context has changed significantly since the publication of LTP4. This includes the council's new corporate priorities, commitment to enabling a zero carbon Oxfordshire by 2050 and increased national emphasis on encouraging walking, cycling and public transport use. The LTCP is an opportunity to develop a transport policy framework that reflects these changes and implements a new way of thinking.
Proposals Explain the detail of the proposals, including why this has been decided as the best course of action.	The LTCP outlines a clear vision to deliver a zero-carbon Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents. We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in the following key categories in order to achieve this: • Walking and cycling • Healthy place shaping • Road safety • Digital connectivity • Public transport • Air and environmental quality • Network and congestion management • Innovation • Data • Freight

	• Regional connectivity • Local connectivity It was decided that this was the best course of action in order to address the following key challenges. These were identified from evidence base analysis, stakeholder engagement and public consultation: • Decarbonisation – Delivering a zero-carbon transport system is a critical part of contributing to UK targets and addressing climate change. • The private car – Increasing private car use is having negative impacts on human health and the environment. • Future growth – Proposals for over 85,000 new jobs and 100,000 new homes in the county will have a significant impact on our transport network. • Connectivity – There is a need to improve connectivity by all modes, particularly along certain corridors. • Wider challenges – Transport is also critical to addressing wider challenges, notably public health, inequalities, air quality, safety and climate action. This course of action was also required because previous approaches to reducing car use in the county have not been successful. Attempts to manage traffic flow and accommodate other modes have been unsuccessful as the car remains the dominant mode of choice. This has created environments that are not welcoming places for people and negatively impact on biodiversity and air quality.
Evidence / Intelligence List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.	The LTCP is supported by an evidence baseline report. Analysis of this data has helped to identify the challenges and underpin the policies identified. This report includes data about: • Policy context • Road and rail links • Private car • Public transport • Walking and cycling • Road safety • Air quality • Freight • Highway maintenance • Health

	• Natural and historic environment • Rivers and canals • Population • Young people • Deprivation • Urban vs rural • Economy • Digital connectivity • Future housing and jobs There have also been 2 rounds of public engagement on the LTCP to date. An engagement exercise was undertaken in Spring 2020, with the public and stakeholders asked to comment on a series of topic papers focused on different transport and connectivity topics. Following this, public consultation was conducted on the vision document in February-March 2021. This included seeking feedback on the draft vision, key themes and proposed policies. Feedback from this consultation has been used to refine the vision, key themes and policies in the LTCP. There has also been engagement with County Councillors through the cross-party Transport Cabinet Advisory Group and Locality Meetings and broader stakeholders via the LTCP Stakeholder Group. The Steering Group includes representatives from transport operators, transport user groups, the Local Enterprise Partnership, and the key employers of Oxford University and Oxford Brookes. All of this engagement has helped to understand different groups needs and refine the proposals in the LTCP.

Alternatives considered / rejected Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.	A do nothing approach was not considered appropriate for a range of reasons. This includes: • Changes to national, sub-national and local policy since 2016 that need to be reflected • The previous LTP4 does not account for new priorities such as decarbonisation • The need for a new approach to transport policy if we are to tackle transport and associated challenges in the county such as congestion and air quality. During the policy drafting process, a range of policies have been developed and amended. There are currently over 80 policies in the LTCP, so we have not included all approaches that were considered here. However, reasons for not progressing certain approaches include poor alignment with the vision and broader objectives, level of ambition and feasibility challenges. The Integrated Sustainability Appraisal that accompanies the LTCP includes a more detailed assessment of reasonable alternatives.

Section 3: Impact Assessment - Protected Characteristics

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

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

Gender Reassignment	☒	☐	☐				
Marriage & Civil Partnership	☒	☐	☐				
Pregnancy & Maternity	☒	☐	☐				

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

Sex	☐	☒	☐	LTCP includes policies that will help to improve access to walking and cycling infrastructure for women. Key policies that will help to achieve this are the same as those summarised in the previous row.		Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Sexual Orientation	☒	☐	☐				
Religion or Belief	☒	☐	☐				

Section 3: Impact Assessment - Additional Community Impacts

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

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

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

Section 3: Impact Assessment - Additional Wider Impacts

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

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

Section 3: Impact Assessment - Climate Change Impacts

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

(including construction)							
Maintained schools	☒	☐	☐				

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

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

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

Section 4: Review

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

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

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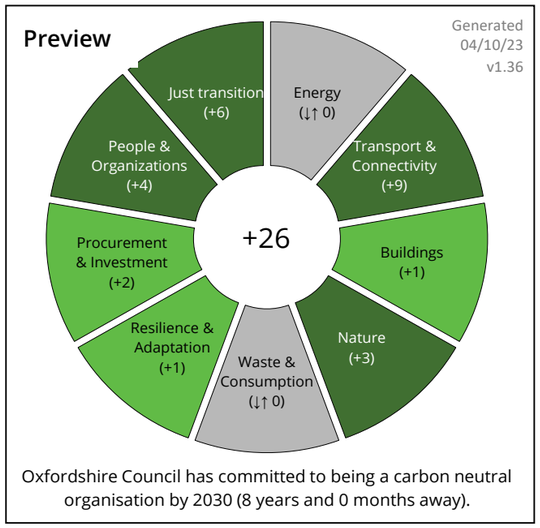
Climate Impact Assessment

Summary

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



Detail of proposal

Context / Background	Local Transport Plans are statutory documents, required under the Transport Act 2008. We are calling ours the Local Transport and Connectivity Plan (LTCP), to better reflect our strategy both for digital infrastructure and for connecting the whole county. The LTCP outlines our long term vision for transport in the county and the policies required to deliver this. The LTCP vision and policies will be used to influence and inform how we manage transport and the types of schemes we implement.
Proposal	The LTCP outlines a clear vision to deliver a zero-carbon Oxfordshire transport system that enables the county to thrive whilst, protecting the environment and making Oxfordshire a better place to live for all residents. We plan to achieve this by reducing the need to travel, discouraging unnecessary individual private vehicles and making walking, cycling, public and shared transport the natural first choice. Policies have been identified in the following key categories in order to achieve this: • Walking and cycling • Healthy place shaping • Road safety • Digital connectivity • Public transport • Air and environmental quality • Network and congestion management • Innovation
Evidence / Intelligence	The LTCP is supported by an evidence baseline report. Analysis of this data has helped to identify the challenges and underpin the policies identified. This report includes data about: • Policy context • Road and rail links • Private car • Public transport • Walking and cycling • Road safety • Air quality • Freight • Highway maintenance • Health • Natural and historic environment • Rivers and canals
Alternatives considered / rejected	A do nothing approach was not considered appropriate for a range of reasons. This includes: • Changes to national, sub-national and local policy since 2016 that need to be reflected • The previous LTP4 does not account for new priorities such as decarbonisation • The need for a new approach to transport policy if we are to tackle transport and associated challenges in the county such as congestion and air quality. During the policy drafting process, a range of policies have been developed and amended. There are currently over 90 policies in the LTCP, so we have not included all approaches that were considered here. However, reasons for not progressing certain approaches include poor alignment with the vision and broader objectives, level of ambition and feasibility challenges. The Integrated Sustainability Appraisal that accompanies the LTCP includes a more detailed assessment of reasonable alternatives.

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

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

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

Just transition	Promotes green innovation and job creation	1	The LTCP includes policies to support innovative transport and a living lab approach.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Just transition	Promotes health and wellbeing	2	The LTCP promotes health and wellbeing by encouraging increased walking and cycling.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.
Just transition	Reduces poverty and inequality	1	The LTCP will help to address inequality by delivering transport improvements for all residents and creating a more balanced transport system. There are specific policies to ensure that all residents can receive the benefits of transport improvements, notably community activation.	Combination of policies will be delivered by a range of stakeholders.	Annual review and monitoring of LTCP.

Action and Recommendation Tracker
Place Overview & Scrutiny Committee

Cllr L Walker, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

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

KEY	No progress reported (R)	In progress (Y)	Complete (G)

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
17/04/24	Circular Economy Strategy and Action Plan	**1)** That the Council should arrange for improved communications, particularly about reuse, at Household Waste and Recycling Centres and in publicity about the same.	Robin Rogers; Nicholas Perrins; Teresa Kirkham	13/11/2024		**In progress**
		2) That the Council should seek to ensure that the outworking of the strategy results in reduced costs.				**In progress**
		3) That the Council should continue to explore how reciprocal arrangements could be introduced with				**In progress**

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
		neighbouring authorities for the ease of residents.				
		4) That the Council should make explicit its role in the strategy as a lead partner and set out how it will build partnerships both within the county and across county borders.	Robin Rogers; Nicholas Perrins; Teresa Kirkham	13/11/2024		**In progress**
17/04/24	Infrastructure Funding and s.106 Contributions	**1)** That the Council should ensure that the conditions attached to future s106 contributions are sufficiently flexible to ensure that they can be used to meet the actual needs of residents whilst ensuring that flexibility does not enable them to be spent in differing localities.	Robin Rogers; Nicholas Perrins; Teresa Kirkham	13/11/2024		**In progress**
		2) That the Cabinet should accept and acknowledge the frustrations and dismay of members and residents at the sheer scale of the funding received and yet to be spent and should commit to that money being used for the infrastructure projects for which it has been provided as speedily as practicable.				**In progress**
		3) That the Council should explore whether it would be better to enter s278				**In progress**

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
		agreements which could ensure that physical infrastructure is provided by developers at the early stages of development rather than relying on s106 contributions being earmarked for such infrastructure at a later date.				
		4) That the Council should ensure that information makes clear where unspent moneys have already been earmarked for future expenditure.	Robin Rogers; Nicholas Perrins; Teresa Kirkham	13/11/2024		**In progress**
		5) That the Council should ensure that local members are informed about, involved in, and engaged with regarding any and all new developments from the beginning of proposals being discussed.				**In progress**
		6) That the Council should explore whether it would be appropriate for Cabinet members to sit on the Strategic Capital Board to ensure democratic responsibility.				**In progress**
		7) That the Council should, when its dashboard goes live,				**In progress**

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
		ensure that contact details for appropriate officers are attached to each infrastructure project.				
		8) That the Council should avoid silo working and consider whether each Locality should have a s106 officer attached to it.				**In progress**
07/02/24	Vision Zero	**1)** 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.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • Thames Valley Police (TVP) are involved as key partner with OCC in Vision Zero road safety both strategically and operationally. Operationally, TVP work jointly with Oxfordshire Fire & Rescue Service on road safety across Oxfordshire. They also work together on regular and ongoing road safety campaigns, such a 'Close Passes', 'Be Bright – Be Seen', and the delivery of the national Fatal 4 campaigns: Drink / Drug driving etc. This is part of the work that the Oxfordshire Fire & Rescue Services deliver as the Vision Zero's Road Safety Education workstream. • Strategically there are 2 Vision Zero Partnership Boards that have been established to support the delivery of Vision Zero and monitor it progress, and

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						TVP have member invites to both boards; Detective Chief Inspector (Road Policing) (or his sub) is an invited member at both Boards: o Vision Zero Steering Group takes place quarterly and is chaired by Director of Highways and Environmental. The membership of the group includes elected members, OCC officers and external partners / stakeholders; representatives from the Oxford Cycling Network (OCN), Cyclox, and Action Vision Zero. TVP Detective Chief Inspector (Road Policing) is an invited member of the Group. o There is also a Vision Zero Wider Stakeholder Group meeting that takes place twice a year and is again, chaired by Director of Highways and Environmental. The membership of the group includes the wider group of Vision Zero partners / stakeholders who have helped shape the Vision Zero Strategy and Action Plan. The invite lists comprises of elected members, OCC officers and representatives from the wider Vision Stakeholder Group. TVP Detective Chief Inspector (Road

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						Policing) is an invited member of the Group. • OCC Vision Zero Road Safey Leads are also members of the TVP lead Thames Valley Road Safety Working Group, which meets every six months, and chaired by Thames Valley Police Detective Chief Inspector (Road Policing) The Group meeting is attended by road safety officers and representatives from all the other local authorities in the Thames Valley area. This forum is used as an opportunity for OCC and other local authorities to engage with Thames Valley Police on road safety matters. It provides OCC the opportunity to engage with TVP, share any road safety issues or enforcement concerns, discuss specific locations of concern, and learn about what else is happening regarding TVP road safety enforcement across the Thames Valley area.
		2) That the Council should continue to engage with Thames Valley Police in order to encourage enforcement of speed limits.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • OCC will continue to engage with TVP to encourage the enforcement of speed limits in several ways. There are the day-to-day operational highway management discussions that take place between OCC, Oxfordshire Fire & Rescue service

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						and TVP and these include the enforcement of speed if required. TVP is also always a statutory consultee on Vision Zero and OCC's highway scheme consultations, including highway schemes where there are speed limit changes. • Commitments have also been made by TVP for partnership working with OCC into the installation of new speed enforcement equipment, including average speed camera systems. Detailed work is in progress for the provision of a combined speed and red-light safety camera system at A40 Oxford Northern Bypass, at its junction with Barton Fields Road. It is expected this will be operational Spring 2025. • Vision Zero has the 20mph programme and the Speed management programmes which both focus on the delivery of specific speed limit schemes. The Speed Management Programme is currently carrying out a review of all Oxfordshire's A & B rural road network, as speed across the rural network is a factor in many rural road collisions. The intention of the review is to systematically analyse Oxfordshire's A & B roads area by area to

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						understand where speed limit reductions will be most beneficial. This is planned to be completed by end of next financial year 2025/26 • Currently there also are several Vision Zero schemes being developed as part of the Speed management programme which will involve speed limit discussions with TVP: o A40 Oxford Northern Bypass / Barton Fields junction Safety Cameras o A4260 Speed limit review (A4260 between Kidlington and Banbury) o A4074 Speed limit review o A40 Burford to Asthall speed limit review o A420 Bessels Leigh 50mph extension
		3) That the Council should identify additional powers that would support delivery of responsibilities and Vision Zero ambitions and request that Government considers implementing them.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Partial Response** • There will be an annual review report submitted to Cabinet (April'25) on the Vision Zero Programme, and we will identify additional local authority powers following that as the annual review report will provide the data and evidence on the areas where additional powers would have the most benefit for Vision Zero delivery.

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						• With the recent change of Government, OCC are conscious that there may well be updates or changes to Road Safey Policy or DfT guidance, or the development of a new National Road Safety Strategy by the new Government. Local Authority speed limit enforcement was considered by the previous Government within Moving Traffic offences, but this was dismissed by them. OCC will of course reflect any national road safety policy changes as and when they occur, but having the annual Vision Zero programme review data will provide evidence that will help support when and where local authority additional powers would be most beneficial within Oxfordshire. • Via the Vision Zero programme, there are already discussions on road safety areas were identifying additional powers could be considered, such as Graduated Licences for young drivers. Oxfordshire Fire & Rescue are engaging nationally on the benefits of Graduated licences, but further evidence is needed to support discussions both nationally and at Central Government.

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
		4) 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.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • OCC road safety leads will continue to engage with other local authorities regarding road safety; both for the development of road safety schemes close to, or near to Oxfordshire's boarders, but also to ensure learning about the latest road safety developments and new technology and adherence to best practices. This engagement has continued during the development of Vision Zero and its ongoing delivery. There is road safety engagement with other local authorities operationally on a day-to-day basis, but as mentioned above, OCC Vision Zero leads also engage formally and strategically with Thames Valley's local authorities through the Thames Valley Road Safety Group led by TVP. • OCC's Highway and Vision Zero road safety leads will also continue to engage with other local authorities via membership of ADEPT (Association of Directors, of Environment, Economy, Planning and Transport) who hold a national Traffic and Safety Working Group, and via Road Safety GB, a

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						national road safety organisation which connects local authorities nationally. • OCC have and will continue to communicate with and learn from other local authorities on various aspects of developing and delivering Vision Zero. When OCC was first setting up Vision Zero, Kent Council shared their Vision Zero journey and provided valuable advice and guidance on how they set up their Vision Zero programme and developed their Vision Zero strategy. We have started to actively engage with South-West Vision Zero Partnership regarding their experiences of setting up their Vision Zero partnerships, which include multiple organisations across Devon, Somerset and Cornwall such as Devon & Cornwall Police, Devon & Somerset Fire and Rescue Service, and South-Western Ambulance Service NHS Trust. OCC are learning about the different Vision Zero models, to help shape and support OCC's approach to Vision Zero. • It is important to add that there has also been Vision Zero best practice and road safety learning from our national Vision

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						Zero Stakeholders, such as Action Vision Zero, and the Road Haulage Association for example, who are both members of OCC's Vision Zero stakeholder meetings. Many valuable insights and ways of understanding road safety user issues have come from our Vision Zero stakeholders, and OCC has set up working partnerships with a wide range of Vision Zero external stakeholders.
		5) That the Council should add the Vision Zero Key Areas to the five pillars workstreams.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • The five pillars which form the Safe System approach give a very clear methodology for delivering Vision Zero. OCC's Vision Zero Strategy and action plan has been set up and aligned to follow the Safe System five pillars. This ensures each of the actions within the strategy is attached to one the five pillars, and in turn, the actions are aligned to the delivery of the safe system approach. • The Vision Zero programme of workstreams which was set up ahead of VZ strategy, will reviewed so that they are re-aligned to each of the actions within the strategy action plan. • Also, Vision Zero's safe system 5 pillars are considered as part of the approach

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						when developing and designing Vision Zero's road safety infrastructure schemes. Please refer to No.7's response for further detail on this.
		6) That the Council should ensure that its Vision Zero ambitions should be led by evidence and not be overly-focused on behaviour.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • To confirm officers are using data and evidence to shape programme priorities. OCC uses TVP STATS19 road safety incident data as the basis for the road safety analysis which informs the Vision Zero Programme. But STATS19 data is not just used within the Vision Zero Programme, it is also used to inform other OCC's highways and infrastructure schemes. Understanding where and why road safety incidents occur is key in maintaining and improving Oxfordshire's Road network; road safety guides discussions on many levels within Highways, how can roads be improved, and how best it can be maintained. • Within Vision Zero, TVP STATS19 road safety incident data is used to map the road safety sites of concern across Oxfordshire. The data is reviewed to identify road safety incident themes, evidencing why road safety incidents have taken place in one junction or on a particular route. The data is analysed to

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
						understand if there have interactions between road users, and why they have occurred. The data also provides confidential information on the causes of incidents, who drove where and what they were doing. This in turn also informs road safety themes and indicates what type of road safety infrastructure or highway schemes can be implemented to improve on very specific road safety issues. • OCC is also developing a new traffic and road safety scheme prioritisation framework which will include consideration of the benefits of the scheme in relation to all the LTCP key objectives, including road safety. • It is important to note that post collision site visits also inform road safety evidence discussions and learning, with road safety intelligence shared between OCC, TVP and the Oxfordshire Fire and Rescue Service as part of day-to-day operational road safety working. Local knowledge is also key, and this is discussed in more detail below.
		7) That the Council should continue to prioritise its	Paul Fermer; Sean Rooney;	25/09/2024		**Accepted**

KEY	No progress reported	In progress	Complete

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	Update/response
		infrastructure projects on the basis of data and evidence, taking account of the insights of local members.	Caroline Coyne			• As detailed in the response for no.6, road safety incident data and VZ road safety schemes are developed using road safety incident data received from TVP, but local knowledge and the insights of local members is also crucial and is used to triangulate information about sites of road safety concern. Local knowledge is very useful in understanding what has happened with a road safety incident, and why they may have occurred. For instance, fix-my- Street is a key source of road safety concerns raised via the public. Road Safety concerns raised via Fix-my-street are shared with Vision Zero and Highway officers as required. Along with local member input, it is very much considered when analysing sites of road safety concern. • Local member information and insight is a key source of knowledge and understanding about a road safety incident or road safety site of concern. Local members are involved in road safety discussions and site visits and do have also input into a wider range of OCC's highways schemes (Active Travel, Place Making etc) not just Vision Zero road safety schemes. Vision Zero

KEY	No progress reported	In progress	Complete

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						infrastructure schemes have been reviewed with local members and stakeholders and will continue to be on a case-by-case basis. • The insights of local members will continue to be used as a valuable source of road safety information. It will help triangulate road safety data and information on the new road safety scheme prioritisation framework which is being developed as part of Vision Zero. It is important to note that local member insight and knowledge is also an important and valuable part of post scheme implementation reviews and analysis.
		8) That the Council should publish the danger hotspots on its website clearly linked to the underlying evidence.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Partially Accepted** • We would like to suggest an amendment to the recommendation wording, as Vision Zero is aiming to establish clearer road safety language and understanding. It is proposed the recommendation be re-worded as: o 'That the council should publish Oxfordshire's road safety sites of concern on its website providing

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						information on the road safety incidents' • Oxfordshire's road safety data is already publicly available via the website CrashMap (CrashMap - UK Road Safety Map). CrashMap can be accessed via OCC's website. Crash Map is an online platform where road collisions are published for the members of the public to see. This data provides the locations, incident type, and date of the collision but withholds any confidential information. With roads safety incidents the contributory factors of individual incidents will remain confidential, as in many cases it pertains to medical and personal information that cannot be shared. • The Vision Zero team are also currently developing Vision Zero webpages, which will link through to CrashMap, as well as providing an interactive Vision Zero road safety data dashboard that will allow the analysis of OCC's road safety data. The webpages will provide information on Vision Zero Road Safety infrastructure schemes and Road Safety education etc. It will link through to OCC Road Casualty Reports (Road casualties | Oxfordshire

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						County Council), and there will be communications shared when the Vision Zero pages are going live.
		9) That the Council should publish the numbers of road deaths of children and teenagers, and also by sex, clearly linked to Vision Zero.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Partially Accepted** • Road safety incident data on the number of road deaths of children, and also by sex is already published in OCC's road casualty reports (Road casualties | Oxfordshire County Council). • 'Child' casualties include those injured who are aged between 0 and 15, whilst 'adult' casualties include those who are aged 16 and above. STATS19 data does not however provide a 'teenage' data field. • Feedback on the layout and contents of the previous Road Safety causality reports has been received, and the 2022 and 2023 road casualty reports are being re-designed to provide a more Vision Zero approach to road safety data analysis. The new reports will provide greater theme analysis and more information on the causes of road safety incidents across Oxfordshire. • In addition, it is also important to note, that sometimes TVP STAT19 data is received, where no age is assigned in the police report. Although this is a not a common occurrence, it does happen.

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		10) That the Council should add SUVs and motorcycle categories to its safer vehicles section.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Partially Accepted** • Currently, the category of the vehicle type recorded involved in a road safety incident is set by the national STATS19 road safety incident data set. The police are only able to use The STATS19 road safety vehicle type data in recording and sharing information about a road safety incident. The STATS19 road safety vehicle type data set is as follows (taken from National STAT19 form):

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						Car Taxi / Private hire car Van - Goods vehicle 3.5 tonnes mgw and under Goods vehicle over 3.5 tonnes mgw and under 7.5 tonnes mgw Goods vehicle 7.5 tonnes mgw & over Goods vehicle - unknown weight M/cycle 50cc and under M/cycle over 50cc and up to 125cc M/cycle over 125cc and up to 500cc Motorcycle over 500cc Motorcycle - cc unknown Electric Motorcycle Pedal cycle Bus or coach (17 or more passenger seats) Minibus (8-16 passenger seats) Agricultural vehicle (include diggers etc) Ridden horse Mobility scooter Tram / Light rail

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						• The road safety incident data received from Thames Valley Police does not always indicate the make of the car involved in the incident or whether the vehicle is considered an SUV. As a result, it is not possible to give road safety incident figures on specific car vehicle types such as SUVs. • Motorcycle data is recorded via the STAT19 data and is this reflected in OCC's road safety causality reports. Motorcyclists are considered vulnerable road users within OCC's highways and Vision Zero schemes, and focus is given to their road safety incident analysis.
		11) 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.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** Following approval of inclusion of a £4m VZ programme as part of the 2023/24 budget setting process, specific schemes and allocation of that funding have been being developed. Governance is in place to provide a level of visibility and individual schemes are promoted and communicated. Work is underway to ensure visibility of the full planned programme and potential future program is transparent and promoted through a dedicated webpage (published end

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<table>
<tr><th>Meeting date</th><th>Item</th><th>Action/recommendation</th><th>Responsible person</th><th>Timescale</th><th>Last reviewed</th><th>Update/response</th></tr>
<tr><td>Page 214</td><td></td><td></td><td></td><td></td><td></td><td>of 2024) and ongoing regular road safety education and communication campaigns.

I can confirm that the £4m programme costs have been allocated over a 3-year period:
• 22/23 – year 1
• 23/24 – year 2
• 24/25 – year 3

<table>
<tr><th>Programme</th><th>Scope & Focus</th><th>Allocation</th></tr>
<tr><td>Vision Zero Programme Budget</td><td>VZ Feasibility designs</td><td>Yr 1 £120k</td></tr>
<tr><td>Cycle Safety & Connectivity</td><td>To improve the safety and attractiveness of the cycle network across Oxfordshire, both on and off-highway routes. This will cover improvements to existing infrastructure as well as potential creation of new.

Scheme</td><td>£800k split forecast over 3 yrs as follows:

Yr 1 £65k
Yr 2 £400k
Yr 3 £335k</td></tr>
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</td></tr>
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							identification will be through a review of our cycle network utilising information such as that within LCWIPs, local knowledge and safety data available.	
						Corridor/Strategic Road Safety Improvements	To help address know safety concerns along key strategic corridors within Oxford. Schemes will be identified through road safety data, post collision reviews, and information and work completed in preparation of LTCP corridor strategies.	£500k forecast over 3 yrs as follows: Yr 1 £5k Yr 2 £250k Yr 3 £245k

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						Junction incidents (cluster sites)	To improve existing junction/s that have a history of incidents that a change in design could help to mitigate. Scheme/s will be identified through road safety data and post collision reviews.	£1,580k forecast over 3 yrs as follows Yr 1 £0k Yr 2 £790k Yr 3 £790k
						Speed Management Programme	To identify initiatives in collaboration with TVP to support adherence to speed limits. Initiatives may include pilots around average speed enforcement in particular and as a last resort traffic management measure.	£400k forecast over 3 yrs as follows Yr £0k Yr 2 £200k Yr 3 £200k

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							Focus to be shaped through road safety data and police intelligence. This should include working with and data from local speedwatch groups.	
						Safer Routes to School	This is investment in making walking routes to schools safer and more attractive. Links to the schools' streets programme and issues identified in Home to School safer walking route assessments. Priority will be given to locations that are likely to provide the biggest benefit	£600k split forecast over 3 yrs as follows Yr 1 £0k Yr 2 £300k Yr 3 £300k

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						to the largest number of children.
						The Vision Zero road safety infrastructure schemes are currently still being developed and are due to be installed in the later part of 2024, and in 2025. The full capital and revenue costs of the Vision Zero programme will also be submitted as part of the Vision Zero Programme annual report due in April 2025.
		12) That the Council should ensure that existing road layouts are planning considerations in its responses to new residential developments.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • Existing road layout is considered as a material consideration when the OCC is assessing any planning application on its merits. To assist OCC with these assessments both National & Local Policies and Design Guidance are considered: o Manual for Streets 1 and 2 o Local Travel Connectivity Plan (Part 2) o Street Design Guide o Design Manual for Roads and Bridges (DMRB)

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						○ National Planning Policy Framework (NPPF) • As part of a planning submission, any new proposed road layout is expected to be accompanied with a road safety audit. OCC's Transport Development Management (TDM) team ensure all planning submissions contain a road safety audit. Further information on how the TDM work with developers to ensure road safety is considered is detailed on the TDM webpages: Transport Development Management (TDM) | Oxfordshire County Council • Also, all new residential development road layouts have to be designed to have a speed limit 20mph. The new Vision Zero Checklist, which is due to be piloted, will also act as a way to ensure road safety is considered at the forefront of new developments.
		13) That the Council should undertake a safety audit of past road safety initiatives to learn from what has – or has not – worked previously.	Paul Fermer; Sean Rooney; Caroline Coyne	25/09/2024		**Accepted** • There are two new processes that Vision Zero leads are currently being developed that will support the analysis of road safety infrastructure schemes and it anticipated these will be in place by end of 2024:

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						○ The national GG119 Road Safety audit process is carried out as part of the design of road safety and highway schemes, and it is undertaken at key stages in the design, construction and early operation of a highway scheme. The road safety audits must be undertaken by qualified road safety engineers with experience of collision data analysis. At stages 1,2,3 the aim the audit is to identify the relevant road safety matters before implementation, and stage 4, which is carried out post scheme implementation, communicates any road collision data analysis. It is the stage 4 which provides the key evidence, data and learning on what has worked, or not worked with the scheme post implementation. Vision Zero leads are designing a supplemental road safety process where a scheme of any size, can be audited at any stage, and reviewed (stage 4). ○ OCC Post Collision Review Group, with input from Oxfordshire Fire and Rescue Services and the Road Safey Foundation. The Post Collision

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						Review Group will analyse fatal road safety incidents and ensure the learning from them is shared within Vision Zero programme and the Fire and Rescue Services. This Review Group will be confidential and based upon the processes used by the NHS within child fatality reviews.

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OXFORDSHIRE COUNTY COUNCIL

Work Programme
Place Overview and Scrutiny Committee

Cllr Liam Walker, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

Topic	Relevant strategic priorities	Purpose	Type	Lead presenters
25 September 2024				
Flood Event Response	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 scheme.	Overview and scrutiny	Paul Fermer; Teresa Kirkham
Oxfordshire Fire and rescue Service Improvement Plan	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 the proposed vision, goals, and principles.	Overview and scrutiny	Rob MacDougall
Local Transport Connectivity Plan (LTCP) Progress Report	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 scheme.	Overview and scrutiny	John Disley
13 November 2024				
Project management/	Prioritise the health and wellbeing of residents.	The Committee to consider the capacity	Overview and scrutiny	TBC

delivery functionality		of the Council to deliver its projects.		
Rail Strategy	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 strategy.	Overview and Scrutiny	John Disley
Local Nature Recovery Strategy	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 strategy during its consultation.	Overview and scrutiny	Teresa Kirkham; Chloe Edwards
5 February 2025				
Verge and Vegetation Management	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	TBC
23 April 2025				
Management of Utility Works/Lane Rental	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.	Overview and scrutiny	TBC

		Utility companies to be invited to attend.		
Report from Localities –the Council's approach to Place-making	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	The Committee to consider the impact of Localities work and to recommend areas of success.	Overview and scrutiny	TBC
Report of the Transport Working Group	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 review the report of the Transport Working Group and to approve its submission to Cabinet	Overview and Scrutiny	Scrutiny Officer

Sub-groups/Working Groups				
Name	**Relevant strategic priorities**	**Description**	**Outcomes**	**Members**
Transport Working Group	Transport, The Climate Emergency	To review lessons learnt from LTCP4 and the implementation of LTCP5. To review and feed into area transport strategies.	Task and Finish Group makes recommendations relating to the implementation of LTCP5 and the development of area transport strategies	Cllr Bennett; Cllr Haywood; Cllr Hicks; Cllr Walker

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Division(s): N/A

CABINET – 17 SEPTEMBER 2024

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	**Portfolio/Ref**
Cabinet, 15 October 2024	
▪ **Capital Programme and Monitoring Report (August Monitoring)** Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.	Cabinet, 2024/222 - Cabinet Member for Finance
▪ **Local Flood Risk Management Strategy Update** Agreement to the Draft Strategy in advance of public consultation. Under the Floods and Water Management Act 2010, Oxfordshire County Council in its role as the Lead Local Flood Authority must prepare a Local flood Risk Management Strategy covering local sources of flooding. The Council already have an existing strategy and this paper and attached strategy is an update to this strategy to cover statutory and non-statutory responsibilities and to provide a framework for managing the local sources of flooding.	Cabinet, 2024/229 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
▪ **LTCP Monitoring Report** To provide cabinet with an update on progress made to deliver the LTCP and agree minor updates to the document. The LTCP was adopted in July 2022 and included the commitment to publish annual monitoring reports. The first annual monitoring attended cabinet in October 2023 and it is proposed the next annual monitoring report attends cabinet in October 2024. The report will provide cabinet with an update on progress made to deliver the LTCP and performance against the KPIs and headline targets. There are also minor wording amendments suggested for agreement.	Cabinet, 2024/231 - Cabinet Member for Infrastructure and Development Strategy, Cabinet Member for Transport Management
▪ **Budget and Business Planning Report** To provide background and context to the budget and business planning process for 2025/26.	Cabinet, 2024/218 - Cabinet Member for Finance

▪ **Oxfordshire Safeguarding Children's Board Annual Report 2023-24** To note the report and its conclusions.	Cabinet, 2024/248 - Cabinet Member for Children, Education & Young People's Services
▪ **Oxfordshire Safeguarding Adults Board Annual Report 2023-24** To note the report and its conclusions.	Cabinet, 2024/247 - Cabinet Member for Adult Social Care
▪ **Delegated Powers Report for July to September 2024** To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.	Cabinet, 2024/246 - Leader
▪ **Local Aggregate Assessment for 2023** To seek approval of the Local Aggregate Assessment for 2023	Cabinet, 2024/279 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
▪ **Future Model for Local Economic Planning** Agrees the future model for Local Economic Planning	Cabinet, 2024/278 - Leader, Cabinet Member for Infrastructure and Development Strategy

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

▪ **Household Waste Recycling Centre Network: Introduction of Booking System** To seek approval for a booking system to be implemented aross the Household Waste Recycling Centre network, requiring residents to prebook before visiting these facilities.	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future

	Generations, 2024/269 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
▪ **Household Waste Recycling Centres (HWRC) - New CCTV provision with ANPR cameras** To approve installation of new enhanced CCTV system across all HWRC's. including new ANPR (Automated Number Plate Recgnotion)	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/056 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations
▪ **Incineration of Waste Upholstered Domestic Seating Containing Persistent Organic Pollutants - Contract Variation** From 1 January 2023 new regulations from the Environment Agency required waste upholstered domestic seating (WUDS) that is contaminated with persistent organic pollutants (POPs) to be incinerated to destroy the POPs and prevent their escape into the environment. Landfill of this waste is no longer permitted. Due to the late publication of the regulations before implementation, arrangements with our contractors were put in place at very short notice for the shredding and haulage of WUDS, and incineration of WUDS at Ardley ERF under the residual waste treatment contract with Viridor. Continued spend under the Viridor contract has met a key decision threshold requiring approval.	Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/254 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations

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

▪ **Stoke Row: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management, 2024/176 - Cabinet Member for Transport Management
▪ **Wheatley: Proposed 20mph Speed Limits** Part of Phase 3 Countywide Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/175 - Cabinet Member for Transport Management
▪ **Stanford-in-the-Vale: Proposed 20mph Speed Limits** Part of Phase 3 of Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/170 - Cabinet Member for Transport Management
▪ **Letcombe Regis: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/151 - Cabinet Member for Transport Management
▪ **Shutford: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management, 2024/169 - Cabinet Member for Transport Management

▪ **Goddington: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/161 - Cabinet Member for Transport Management
▪ **Stadhampton: Proposed 20mph Speed Limits** Part of Phase 3 County-wide Speed Limits Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/123 - Cabinet Member for Transport Management
▪ **Hampton Gale & Poyle - Bicester Rd and Adjacent Roads - Proposed 40mph Speed Limits** To seek approval for the change of speed limits on Bicester Rd and adjacent roads in Hampton Gale & Poyle	Delegated Decisions by Cabinet Member for Transport Management, 2024/251 - Cabinet Member for Transport Management
▪ **A420 Faringdon and Shrivenham Bypasses - Proposed 50mph Speed Limit** To seek approval for the change of speed limits on the A420.	Delegated Decisions by Cabinet Member for Transport Management, 2024/250 - Cabinet Member for Transport Management
▪ **Cholsey: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/191 - Cabinet Member for Transport Management
▪ **Drayton St Leonard: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport

	Management, 2024/189 - Cabinet Member for Transport Management
▪ **Eye & Dunsden: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/188 - Cabinet Member for Transport Management
▪ **Highmoor: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management, 2024/187 - Cabinet Member for Transport Management
▪ **Henley: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/186 - Cabinet Member for Transport Management
▪ **East Challow: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/184 - Cabinet Member for Transport Management
▪ **Duns Tew: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/183 - Cabinet Member

	for Transport Management
▪ **Burford: Shilton Road - Proposed 20mph Speed Limit** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/182 - Cabinet Member for Transport Management
▪ **Glympton: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project	Delegated Decisions by Cabinet Member for Transport Management, 2024/181 - Cabinet Member for Transport Management
▪ **Drayton (Banbury): Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/180 - Cabinet Member for Transport Management
▪ **Shenington with Alkerton: Proposed 20mph Speed Limits** Part of Phase 3 Countywide 20mph Speed Limit Project.	Delegated Decisions by Cabinet Member for Transport Management, 2024/178 - Cabinet Member for Transport Management
▪ **Bus Services Contracts - March 2025** Several bus contracts are due to expire in March 2025 and a decision is required as to whether to proceed to a tender process for reprocurement of these services.	Delegated Decisions by Cabinet Member for Transport Management, 2024/249 - Cabinet Member for Transport Management

▪ **Hardwick with Yelford: Proposed 20mph Speed Limits** A decision is sought on the proposed 20mph speed limits.	Delegated Decisions by Cabinet Member for Transport Management, 2024/262 - Cabinet Member for Transport Management
▪ **Kingston Bagpuize: Proposed 20mph Speed Limits** A decision is sought on the proposed 20mph speed limits.	Delegated Decisions by Cabinet Member for Transport Management, 2024/261 - Cabinet Member for Transport Management
▪ **Thame: Proposed 20mph Speed Limits** A decision is sought on the proposed 20mph speed limits.	Delegated Decisions by Cabinet Member for Transport Management, 2024/260 - Cabinet Member for Transport Management
▪ **Langford: Proposed 20mph & 30mph Speed Limits** A decision is sought on the proposed 20mph & 30mph speed limits.	Delegated Decisions by Cabinet Member for Transport Management, 2024/259 - Cabinet Member for Transport Management
▪ **Oxford City Cycle Parking Improvements 2024** Oxford City Council have a CIL funded City Cycling Infrastructure Fund designated for installing new cycle parking across the City. Cycle parking installed with the fund is required to have community benefit, and therefore need to be publicly accessible. The City and County Councils have been working collaboratively to identify suitable locations for new publicly accessible parking racks, following the compilation of a list of requests from residents, businesses and Councillors.	Delegated Decisions by Cabinet Member for Transport Management, 2024/257 - Cabinet Member for Transport Management
▪ **Proposed New Controlled Parking Zone - Iffley, Oxford** It is the county council's policy to promote new CPZs for Oxford	Delegated Decisions by Cabinet Member

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

▪ **Proposed Zebra Crossing - Faringdon Road, Abingdon** The proposal is to introduce a new zebra crossing outside St Helen & St Katherine school. The proposal will improve road safety by providing a safer crossing point for school children at this location.	Delegated Decisions by Cabinet Member for Transport Management, 2024/284 - Cabinet Member for Transport Management

Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 10 October 2024

▪ **A4095 Realignment - Procurement of Detailed Design** The main objectives are to create highway capacity to support the development of 7000 houses and employment at NW Bicester, including facilitating the spine road of the development. A procurement exercise will commence in order to commission detailed design	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/131 - Cabinet Member for Infrastructure and Development Strategy
▪ **Approval to Award Contract in Respect of the Construction/Delivery of Abingdon NC5 Missing Link Active Travel Scheme** The scheme has been allocated funding for full project delivery. The contract for preliminary design is expected to cost less than £500k and, as such, does not meet the threshold requiring a Cabinet Member decision. However, the contract for detailed design and construction is likely to exceed £500k and a Cabinet Member Decision is required. A CMD report will seek to ensure authority is in place to enter the forthcoming construction contract for the Abingdon NCN5 Missing Link Active Travel Scheme and to provide assurances that the project satisfies the requirements of Oxfordshire County Council's corporate policies and practices.	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/272 - Cabinet Member for Infrastructure and Development Strategy

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

▪ **Smoking Cessation Services Commissioning** Approval sought to commission a new smoking cessation service for Oxfordshire from July 2025	Delegated Decisions by Cabinet Member for Public Health, Inequalities &

	Community Safety, 2024/130 - Cabinet Member for Public Health, Inequalities & Community Safety
▪ **Oral Health Service Procurement** Approve business case to commission a new service as current contract ends on 31/07/25.	Delegated Decisions by Cabinet Member for Public Health, Inequalities & Community Safety, 2024/282 - Cabinet Member for Public Health, Inequalities & Community Safety

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CABINET

17 September 2024

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

RECOMMENDATION

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

Executive Summary

1. The business management reports are part of a suite of performance, risk and budget documents which set out the council's ambitions, priorities, and financial performance. The 2022 – 2025 Strategic Plan sets out the Council's ambitions. It also shows our priority activities for the current financial year.

2. This report presents the July 2024 performance, risk, and finance position for the council.

3. Further information is provided in the following annexes to the report:

   Annex A: Performance as at July 2024.
   Annex B: Finance as at July 2024.
   Annex C: Homes for Ukraine update July 2024
   Annex D: Climate Action Programme update Quarter 1 2024/25
   Annex E: Equality, Diversity and Inclusion Action Plan update Quarter 1 2024/25

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

Performance Overview

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

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

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

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

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

7. A total of 33 measures were reported in July 2024 (Table 1). All these all were monthly measures.
    - 13 (39%) of the measures were reported as Green (meeting or exceeding target) in July.
    - Five (15%) were rated as Amber (misses target by narrow margin), of which, four were Amber for 2+ months - OCC01.07 *Total % of household waste which is reused, recycled, or composted*, OCC04.01% of people who received short-term services during 24/25 with no further support requests, OCC10.04 Customer enquiries resolved via telephony contact, OCC10.06 Overall customer satisfaction rates for standard Registration service
    - Two (7%) were rated as Red (misses target by a significant margin) -, OCC04.05 % of people transferring from homecare to care homes, OCC10.11 % of Corporate complaints (Stage 1) responded to within timescales.

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

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

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

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

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

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

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

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

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

Performance Exceptions

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

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

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

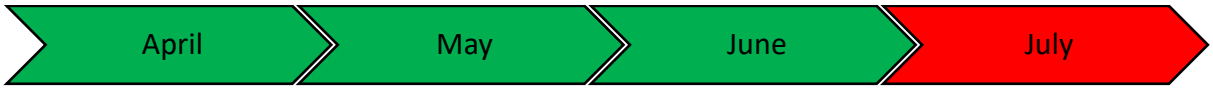

Figure 1: Priority OCC01 Put action to address the climate emergency at the heart of our work. Monthly performance for 2024/2025 financial year

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

Table 5: Priority OCC01 Measure Exceptions - July 2024.

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

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

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

Priority OCC04: Support carers and the social care system.

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

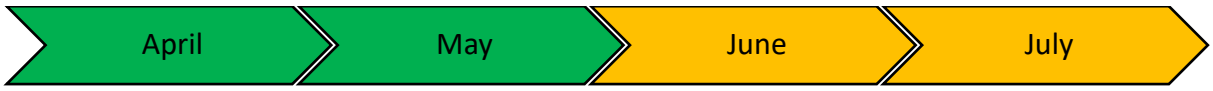

Figure 2: Priority OCC04 Support carers and the social care system. Monthly performance for 2024/2025 financial year

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

Table 6: Priority OCC04 Measure Exceptions - July 2024.

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

Performance is showing improvement from previous years - improving from 57% in 2020/21; 65% in 21/22; 70% in 22/23 and 76% in 23/24.
We are expanding the number of people who receive this service, particularly from hospital as part of our discharge to assess model. This means that people with higher level needs are admitted to the service. Many of these people will have their care needs reduced but may not become fully independent, which is the national measure. So far this year 83% of people who have used this service have seen a decrease in their care needs.

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

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

Priority OCC10: Running the business – Customer Experience

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

due to no complaints being received relating to these categories.

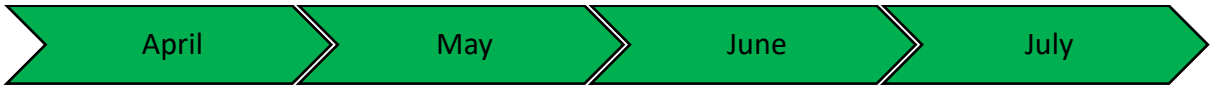

Figure 3: Priority OCC10 Running the business – Customer Experience. Monthly performance for 2024/2025 financial year.

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

Table 7: Priority OCC10 Measure Exceptions - July 2024.

OCC10.04 Customer enquiries resolved via telephony contact.

In July, 8975 calls were answered at the first point of contact (74% of the total calls). Compared to June this was 7866 (72%).
Calls resolved at first point of contact will always vary dependant on the nature of calls coming through and the communication with the service areas. We continue to work with service areas to ensure any known issues are briefed out to the CSC staff to avoid having to pass through to the back office. We also are continually reviewing our processes and training to ensure that we can answer a greater percentage at the first point of contact.

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

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

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

34 Corporate stage 1 complaints have been received in July 2024. 13 were closed within timescale, six closed outside of time scale, seven are still open within timescale and eight are overdue. Of these, four are across Highways and Environment and Economy and Place directorates, three into the Children's corporate directorate and one into the Adult Social Care directorate.
We continue to escalate and follow up complaints that become overdue and work with the services to ensure we are providing timely responses.

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

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

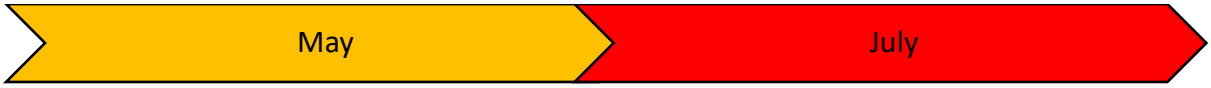

Figure 4: Priority OCC11 Monthly performance for 2024/2025 financial year.

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

Table 8: Priority OCC11 Measure Exceptions - July 2024.

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

Performance Highlights

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

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

*Link:*https://engage.cloud.microsoft/main/threads/eyJfdHlwZSI6IlRocmVhZCIsImlkIjoiMjgzNzQwMzMxNTIwODE5MiJ9?trk_copy_link=V1

Switch Up Your Lunch is a campaign to help Oxfordshire fight climate change, through thinking about what we eat.
At lunchtime on 11th June, thousands of people joined the Switch Up Your Lunch campaign by eating a vegetarian or vegan lunch.

Tackle inequalities in Oxfordshire

Link: Period products trial set for approval by cabinet

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

Prioritise the health and wellbeing of residents.

Link: New community approach empowers residents to help themselves

A new programme has been introduced in Oxfordshire, enabling residents who might face challenges in their everyday life, to find local support that's right for them.
Funded by Oxfordshire County Council, with support from local partners including the

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

Support carers and the social care system.

Link: Helping unpaid carers receive the support they deserve

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

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

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

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

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

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

Link: New bus ticket offers almost unlimited travel in Oxfordshire

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

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

Preserve and improve access to nature and green spaces.

Link: Council given leading role in putting nature on road to recovery in Oxfordshire

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

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

Link: Oxfordshire County Council joins regional hub to recruit more foster carers

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

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

Play our part in a vibrant and participatory local democracy

Link: Groundbreaking charter deepens local democracy in Oxfordshire

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

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

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

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

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

Link: Money saving energy app coming exclusively to Oxfordshire residents

Oxfordshire residents will be the first in the country to be able to take advantage of a free new mobile app, which can save energy and cut household bills.
All of Oxfordshire's 172,000 households who have a smart energy meter can download it for free whether they own or rent their home and regardless of which energy supplier they use.
Oxfordshire County Council is helping to deliver the Energy Saver App, which will analyse gas and electricity consumption and suggest simple, personalised actions to reduce bills.

Strategic Risk Management Overview

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

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

Table 9: Strategic Risk Overview for July 2024.

Homes for Ukraine

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

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

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

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

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

Please refer to Annex C for additional information on progress.

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

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

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

A new EDI Action Plan will sit alongside the new framework; therefore, this interim action plan continues the momentum on current EDI workstreams and captures progress across service areas during the first quarter of the year. The actions in the interim action plan were developed as part of the service planning process during Q4 for 2023-24 following which there has been a period of significant change across all services of the council.
Whilst this has led to fewer progress measures than previous iterations, our commitment to delivering against these actions remain a priority and will inform the new action plan to be adopted in the autumn.

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

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

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

Climate Action Programme Quarter 1 update

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

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

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

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

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

Financial Position

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

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

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

Table 8: Financial Overview for July 2024

14. The breakeven position for Adult Services reported to the July Cabinet remains unchanged.

15. Childrens' Services is forecasting a £2.3m overspend compared to the breakeven position reported to Cabinet in July 2024. This is due to risks in the delivery of previously agreed savings built into the 2024/25 budget.

16. The overspend for Environment & Highways has reduced by £0.7m since July 2024. The £0.9m pressure includes a £2.2m overspend in Network Management relating to the underachievement of lane rental income savings, offset by a £1.3m underspend in Highways maintenance from a reduction in energy costs from lower energy activity.

17. Public Health & Communities are forecasting a breakeven position. Within that a forecast £0.2m underspend against the Public Health grant funding is assumed to be transferred to reserves at year end.

18. The forecast overspend for Resources and Law & Governance has increased by £0.9m from the position reported to Cabinet in July due to unachieved savings held within IT&ID that were originally expected to be made by reducing IT related costs across the council.

19. £7.3m on-going budget was agreed to be held in contingency as part of the 2024/25

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

20. The 2024/25 budget includes planned service areas savings of £30.1m. 43% of these savings are currently assessed as delivered rising to 70% forecast to be delivered by the end of the year.

21. The risk assessed level of one – off funding held in general balances in 2024/25 is £30.2m. A residual balance of £2.3m relating to the underspend at the end of 2023/24 was agreed to be held in balances as part of the Provisional Outturn Report for 2023/24. After taking account of the forecast underspend of £0.4m, balances are currently forecast to be £2.8m above the risk assessed level at 31 March 2024.

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

Financial Implications

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

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

Legal Implications

24. The Council's constitution at Part 3.2 (Budget and Policy Framework) and Part 3.3 (Virement Rules) sets out the obligations and responsibilities of both the Cabinet and the Full Council in approving, adopting and implementing the council's budget and policy framework.

25. The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The report sets out as at July 2024 performance, risk and finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring.

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

LORNA BAXTER

Executive Director of Resources & Section 151 Officer

Contact Officers:
Louise Tustian, Director Transformation, Digital and Customer Experience
Kathy Wilcox, Head of Corporate Finance & Deputy Section 151 Officer

Annex A - Performance - July 2024

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Key

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

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

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

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

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

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

Tackle inequalities in Oxfordshire

We will work with our partners and local communities to address health, social and educational inequalities focusing on those in greatest need.
We will seek practical solutions for those most adversely affected by the pandemic.
We will support digital inclusion initiatives that give our residents the skills, connectivity and accessibility to our services and provide alternative options for those who cannot access our services digitally.

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

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

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

Prioritise the health and wellbeing of residents

We will work with the health and wellbeing board and our partners to deliver and support services that make a vital contribution to our residents' physical and mental wellbeing.
We will support the wellbeing of those in our community who have been affected, physically and mentally, by the COVID-19 pandemic and will continue to support our volunteers and the voluntary sector.

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

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

Support carers and the social care system

We will engage nationally to push for a fair deal for the funding of social care.
Locally, we will support carers, including young carers and help those who want to live independently.
We will work with communities and the voluntary sector to explore new ways to provide services and focus on preventative services, helping people to stay active and supported at all stages of their lives.
We will support intergenerational programmes to build strong and resilient communities.
We will work in collaboration across the health and social care system.

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

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

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

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

Invest in an inclusive, integrated and sustainable transport network

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

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

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC05.03 204.6 KM (4.4%) of the road network to be treated	Paul Fermer	Cllr A Gant	The annual target for the 2024/25 total surfacing program has been set at 4.4% of the network (excluding patching). • 3.97 km were treated during July (0.09 % of the network).This surpasses July target as includes a couple recycling schemes that were not included when this targets were initially outlined. • As at 31st of July, 188.4 km (4.08% of the network) has been treated. This means we are on track against the final target.					3.97	1.40	★	188.37	187.90	★

Preserve and improve access to nature and green spaces

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

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

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

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

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

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

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

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.02 No of children we care for who are Unaccompanied Asylum Seeking Children	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						95		n/a	383		n/a
OCC07.03 % of children we care for placed out of county and more than 20 miles away from home	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						34.00		!	34.00		!
OCC07.04 Number of Children and Young People accessing the Music Service	▪ Kate Reynolds ▪ Lisa Lyons	Cllr N Fawcett						8,093.00	8,100.00	★	8,093.00	8,100.00	★
OCC07.05 The number of children subject of a child protection plan	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						515.00	618.00	★	516.75	618.00	★
OCC07.06 Numbe of Oxfordshire ch we care for	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						674		n/a	674		n/a
OCC07.07 % of Education Health & Care Plans completed within 20 weeks	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						34.8%		n/a	46.2%		n/a

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.08 The number of Education Health Care Plans maintained by the local authority	▪ Lisa Lyons ▪ Stephen Chandler	Cllr J Howson						6,852.00		n/a	6,726.75		n/a

Play our part in a vibrant and participatory local democracy

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

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

This report does not contain any data

This priority has no measures to report in this reporting period

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

We will help Oxfordshire become a recognised centre of innovation in green and sustainable technologies.
We will use our purchasing power for environmental, social and economic benefit and ensure that our pandemic recovery planning supports sustainable job creation.

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

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

Running the Business - Customer Experience

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

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.01 % of Adult Social Care complaints (Stage 1) responded to within statutory timescales	Louise Tustian	Cllr N Fawcett	2 Adult Social Care statutory stage 1 complaints have been received in July 2024. 1 case is closed within timescale and 1 is still open within timescale.					100.00	80.00	★	300.00	320.00	▲
OCC10.02 % of Adult Social Care complaints (Stage 2) responded to within statutory timescales	Louise Tustian	Cllr N Fawcett	No Adult Social Care statutory stage 2 complaints were received in July 2024.						80.00	?		320.00	?
OCC10.03 Overall customer satisfaction rate for the Customer Service Centre – telephony	Louise Tustian	Cllr N Fawcett	Latest satisfaction survey: In July 2024, 30% of calls answered were surveyed which is an increase of12% compared to the previous month. 100% of customers surveyed were satisfied or very satisfied					100%	80%	★	100%	80%	★

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

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

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

Reading													
Page 274			beautiful and just what we wanted, thank you. • The services prior to the wedding itself (legalities, etc) were all handled and managed very professionally and were clearly laid out, etc. The pre-ceremony Teams call with the registrar was extremely useful to prepare us for the wedding and we felt fully supported. The ceremony itself was fantastic. The registrar and her colleague were professional throughout, were completely punctual and the registrar injected a lovely amount of emotion and joy into the service itself. We could not have hoped, or asked, for more !										
OCC10.07 Overall customer satisfaction rate for Coroners Inquest Service	Anita Bradley	Cllr N Fawcett						100%	99%	★	100%	99%	★

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

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

Running the business - Finance

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

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

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

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

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

Introduction

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

   The following information is also provided within the annex:

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

Overall Financial Position

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

	Latest Budget July-24 £m	Forecast Spend July-24 £m	Forecast Variance July-24 £m	Forecast Variance July-24 %	Forecast Variance May-24 £m	Change Since May-24 £m
Adult Services	250.2	250.2	0.0	0.0%	0.0	0.0
Children's Services	197.4	199.6	2.3	1.1%	0.0	2.3
Environment & Highways	69.7	70.6	0.9	1.3%	1.6	-0.7
Economy & Place	1.8	1.8	0.0	0.0%	0.0	0.0
Oxfordshire Fire & Rescue Service and Community Safety	28.1	28.8	0.6	2.3%	0.6	0.0
Public Health & Communities	12.6	12.6	0.0	0.0%	0.0	0.0
Resources and Law & Governance	57.6	58.9	1.3	2.3%	0.6	0.7
Transformation, Digital & Customer Experience	3.3	3.3	0.0	0.0%	0.0	0.0
Service Areas Total[1]	**620.6**	**625.7**	**5.1**	**0.0**	**2.9**	**2.3**
Budgets Held Centrally						
Capital Financing	20.7	17.7	-3.1	-14.7%	0.0	3.1
Interest on Balances	-10.7	-13.2	-2.5	23.5%	-1.4	1.1
Contingency	7.3	7.3	0.0	0.0%	-1.5	-1.5
Pay Inflation	15.1	15.1	0.0	0.0%	0.0	0.0
Un-ringfenced Specific Grants	-52.1	-52.1	0.0	0.0%	0.0	0.0
Insurance	1.7	1.7	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%	0.0	0.0
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%	0.0	0.0

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

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

3. The breakeven position for Adult Services reported to the July Cabinet remains unchanged.

4. Childrens' Services is forecasting a £2.3m overspend compared to the breakeven position reported to Cabinet in July 2024. This is due to risks in the delivery of previously agreed savings built into the 2024/25 budget.

5. The overspend for Environment & Highways has reduced by £0.7m since July 2024. The £0.9m pressure includes a £2.2m overspend in Network Management relating to the underachievement of lane rental income savings, offset by a £1.3m underspend in Highways maintenance from a reduction in energy costs from lower energy activity.

6. Public Health & Communities are forecasting a breakeven position. Within that a forecast £0.2m underspend against the Public Health grant funding is assumed to be transferred to reserves at year end.

7. The forecast overspend for Resources and Law & Governance has increased by £0.9m from the position reported to Cabinet in July due to unachieved savings held within IT&ID that were originally expected to be made by reducing IT related costs across the council.

8. £7.3m on-going budget was agreed to be held in contingency as part of the 2024/25 budget. This is being held to meet potential risks around pay inflation and possible pressures in Adults and Children's Services later in the financial year. The current forecast assumes that there is no underspend against the contingency budget on the basis of these potential risks materialising. However, as the year progresses and there is more certainty over the forecast position, the underspend against the contingency budget will be factored in.

9. The 2024/25 budget includes planned service areas savings of £30.1m. 43% of these savings are assessed as delivered and 70% are forecast to be delivered.

10. The risk assessed level of one – off funding held in general balances in 2024/25 is £30.2m. A residual balance of £2.3m relating to the underspend at the end of 2023/24 was agreed to be held in balances as part of the Provisional Outturn Report for 2023/24. After taking account of the forecast underspend of £0.4m, balances are currently forecast to be £2.8m above the risk assessed level at 31 March 2024.

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

Service Areas Forecasts

Adult Services

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

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

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

Pooled Budgets

Age Well Pooled Budget

14. The Age Well pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people.

15. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) so each partner is responsible for the variation against their element of the funding.

16. The council elements of the Age Well pool are forecast to breakeven in 2024/25, on the assumption that savings are delivered.

17. The council's share of the Better Care Fund (BCF) being utilised within the pool is £31.1m in 2024/25, an increase of 5.7% from 2023/24.

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

- Growth in placements, particularly residential, through the year. Although there is a seasonal trend, it is difficult to predict accurately how activity will move. The forecast includes an element of growth held to mitigate this risk.

- Requests for fee uplifts for unit costs over and above ceiling rates are still being requested and this is being managed through a fee uplift panel. A deadline for requests to be put forward for consideration is to be communicated to providers. Funding is held to cover further requests any unallocated budget will be released to the wider system or cover future risks within the service.

Live Well Pooled Budget

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

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

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

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

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

Non-Pool Services

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

Reserves

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

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

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

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

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

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

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

Ringfenced Grants

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

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

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

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

Virements

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

Savings

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

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

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

Investments

38. Planned one – off investments of £1.4m were agreed as part of the 2024/25 budget. There are currently plans for £1.0m of this total with further work being carried out to utilise the remaining investment. To maximise the benefit of this funding an element may be required to be carried forward into 2025/26 so an update will be provided within the next report.

39. Options to fully understand the benefits to the council as a result of the £0.5m investment in digital technologies are being worked through. The scoping exercise linked to these projects and any implementation flowing from this may require some of the funding to be moved into to an earmarked reserve for use in 2025/26 so an update will be provided in future reports.

40. Opportunities to be funded from the £0.5m Shared Lives investment will be developed following recommendations from project work beginning in September 2024.

41. The digital acceleration allocation referred to in paragraph 39 is likely to be oversubscribed. Recommendations to update the proposed use of any of the other allocations to provide additional funding for this will be included in the next report to Cabinet.

42. £0.2m of the investment linked to the Oxfordshire Way is being managed by the Partnership Delivery Service. Opportunities to ensure the benefit of the £0.2m investment in transport is maximised county wide are also being considered.

Children's Services

43. Childrens' services are forecasting an overspend of £2.3m against a budget of £197.4m.

44. For High Needs DSG there is a forecast in year deficit of £21.3m in line with the budget agreed by Council in February 2024.

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

[2] *Maintained Schools are funded by Dedicated Schools Grant

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

Education

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

Children's Social Care & Central Costs

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

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

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

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

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

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

Dedicated Schools Grant (DSG)

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

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

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

Grants

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

Virements

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

Savings

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

Investments

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

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

Environment & Highways

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

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

Infrastructure Delivery

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

Environment

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

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

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

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

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

Transport Policy

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

Highways & Maintenance

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

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

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

Network Management

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

Supported transport

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

Senior Management Team

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

Data Intelligence & Business Support

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

Grants

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

Virements

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

Savings

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

- Lane rental an introduction of charges for all works on the business roads at the busiest times to minimise disruption: the service anticipates that the full £2.2m income expectation is unlikely to be achieved. As noted in paragraph 66 this is due to delay at DfT of approving the application. Pending a decision being made, there is a forecast overspend in of £2.2m.

- Income of £0.2m from introduction of a new Controlled Parking Zones (CPZs): Income realisation is likely to be between December 2024 and March 2025 through a mix of permit fees and fines. An update on additional CPZ income will be reported later in the monitoring cycle.

- Prevention of unsorted waste at Household Waste Recycling Centres. A saving of £0.2m is now unlikely to be delivered this year due to implementation delays.

- Fleet Management reduction in costs of £0.1m will not be delivered but is being managed within the overall budget.

Investments

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

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

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

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

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

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

Reserves

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

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

Economy & Place

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

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

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

Savings

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

Public Health and Communities

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

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

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

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

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

Ringfenced Government Grants

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

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

Use of Un-ringfenced Government Grant Funding

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

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

Reserves

87. Public Health earmarked reserves were £4.5m at 1 April 2024. £1.8m is earmarked to be spent in 2024/25, £1.1m in 2025/26, £0.6m in 2026/27 and £0.4m in 2027/28, leaving a balance of £0.6m. The use of the reserve is continuously being reviewed and it is anticipated that there will be further commitments against this funding agreed throughout 2024/25.

88. £0.1m is being held to expand the Making Every Contact Count work programme in Oxfordshire; this will be spent in 2024/25.

89. The History Service donations reserve of £0.02m is earmarked to be spent in 2024/25

90. The Museum Service donations reserve of £0.1m is earmarked to be spent equally over the next 3 years.

Virements

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

Savings

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

Oxfordshire Fire & Rescue Service and Community Safety (OFRSC)

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

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

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

Use of Un-ringfenced Government Grant Funding

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

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

Reserves

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

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

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

Resources and Law & Governance

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

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

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

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

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

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

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

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

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

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

Savings

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

Transformation, Digital & Customer Experience (TDCE)

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

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

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

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

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

Savings

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

Overview of Medium Term Financial Strategy Investments and Savings

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

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

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

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

Adult Services

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

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

Childrens' Services

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

Environment & Highways

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

Economy and Place

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

Public Health & Communities

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

Oxfordshire Fire & Rescue Service and Community Safety

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

Resources and Law & Governance

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

Transformation, Digital & Customer Experience

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

Debt Management

Corporate Debtors

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

value of invoices for the same period was 96%.

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

Adult Social Care Debtors

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

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

Budgets Held Centrally

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

Capital Financing Costs

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

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

Interest on Balances

124. The forecast for in house interest receivable is £21,7m, £2.5m above the budget. The additional interest is a result of higher than forecast cash balances coupled with higher than forecast deposit rates.

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

Pay Inflation and Contingency

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

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

127. The pay inflation budget includes funding for an estimated pay award equivalent to 5.0% for all green book staff. An increase to the existing offer equivalent to 1% overall would be estimated to cost around £3.0m on-going and would need to be met from contingency.

128. The claim lodged by UNISON, GMB and Unite on 29 February 2024 included a request to increase pay by at least £3,000 or 10% (whichever is greater) on all spinal pay points.

129. Following the government's announcement that they will accept the 5.5 per cent rise for teachers, local government employers have confirmed that the offer of £1,290 on all pay points up to SCP 43 and 2.50% for all other pay points made in May 2024 was the final offer

130. GMB members voted to accept the offer, the other two unions have rejected the offer and Unite have warned that a ballot for strike action is now likely so further updates are awaited.

131. The National Joint Council for Local Authority and Fire Rescue Services (NJC) agreed a pay increase of 4.0% to be paid to all Grey book staff effective from 1 July 2024, plus an improved occupational maternity pay provision (26 weeks at full pay, inclusive of all allowances and CPD, followed by 13 weeks at SMP). Cabinet is recommended to approve the transfer of budgeted funding of £0.6m held for pay inflation to Oxfordshire Fire & Rescue Service.

132. Agreement has also been reached on the 2024 pay award for local authority Chief Officers, with the representatives of Chief Officers accepting the Employers' offer of a 2.5% pay increase effective from 1 April 2024.

Reserves

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

Transformation Reserve

134. £10.0m funding was agreed to be added to the Transformation Reserve as part of the budget agreed in February 2024. £2.3m of this funding is being used to support revenue budget investments, with £1.5m supporting the 2024/25 budget and a further £0.8m in 2025/26.

135. The remaining £7.7m is being used to enable the next phase of transformation to be delivered and to create a sustainable council for the future. £5.3m of this funding is expected to be used in 2024/25.

Redundancy Reserve

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

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

COVID-19 Reserve

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

Business Rates & Council Tax Collection Fund Reserve

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

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

Dedicated Schools Grant (DSG) Unusable Reserve

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

Grants

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

<u>Homes for Ukraine</u>

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

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

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

General Balances

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

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

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

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

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

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

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

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

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

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

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

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

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

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
				underspend- overspend+		
		£000	£000	£000	£000	£000
CEF1	Education & Learning	50,774	50,774	0	0	0
CEF2	Early Help, Front Door + Social Care	87,323	88,762	1,439	0	1,439
CEF3	Provider Services & Safeguarding	49,734	49,734	0	0	0
CEF4	Schools	215	215	0	0	0
CEF5	Children's Services Central Costs	9,326	10,141	815	0	815
CEF9	Children's Services Corporate Overheads	0	0	0	0	0
	Total Children's Services	**197,372**	**199,626**	**2,254**	**0**	**2,254**
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)						
	Schools DSG	129,099	129,099	0	0	0
	High Needs DSG	88,440	109,702	21,262	21,262	0
	Early Years DSG	74,767	74,767	0	0	0
	Central DSG	5,154	5,154	0	0	0
	Total DSG Funded Expenditure	**297,460**	**318,722**	**21,262**	**21,262**	**0**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Business Management Report
Position to the end of July 2024

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

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

Business Management Report
Position to the end of July 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

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

Business Management Report
Position to the end of July 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

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

Business Management Report
Position to the end of July 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

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

Business Management Report
Position to the end of July 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Response in Oxfordshire

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

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

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

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

Updated spend and allocations

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

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

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

Table 1: Homes or Ukraine budget summary – July 2024

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

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

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

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

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

Guest Payments, DBS checks etc.
£561,576 spend July 2024 – no increase in allocation
£200 paid to Ukrainian guests when they arrive at host accommodation in Oxfordshire. This is a one-off 'welcome' payment managed by Oxfordshire County Council. The figure also includes DBS checks on hosts.

Wraparound support for Ukrainian guests
£425,495 spend July 2024 – no increase in allocation
Support provided through a contract with a community/ voluntary sector provider to provide a range of interventions, activities and events to support Ukrainians living in Oxfordshire, as well as helping new arrivals settle in and find their bearings. The support included help to access to suitable accommodation, finding employment, supporting volunteering and training opportunities and accessing vital support/ health/ welfare services. A new one-year contract started in March 2024 which focuses on signposting to existing services, as well as providing additional health and wellbeing and trauma support.

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

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

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

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

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

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

Funding allocated for Administration/ discretionary costs
£5,961,763 spend July 2024 – allocation increased to £0.9m resource extended to March 2027)
Funding for city, district and county councils to cover the costs of administering the Homes for Ukraine scheme. Administration costs include:

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

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

Top up for host payments
£1,498,850 spend by July 2024 – no increase in allocation
On-going, additional payment made to hosts as a 'top up' over and above Government agreed payments. Each sponsor (host) in Oxfordshire receives £550 per month.

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

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

Bus passes for Ukrainian guests
£769,835 spend July 2024 – no additional allocation
A 12-week free bus pass scheme was introduced for Ukrainians guests, to help them travel in Oxfordshire during their first few months in the UK. The initial scheme (introduced in June 2022) was extended by another 12 weeks, so all guests could apply for free bus passes for a period of up to 24 weeks. The free bus pass scheme has ended, with individual requests being considered on a case-by-case basis.

Move on Private Rental Sector (PRS)
£816,532 spend July 2024 – total allocation is £4.9m (no additional allocation)

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

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

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

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

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

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

Table 3: Distribution of Move on Guest Support funding

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

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

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

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

District and City Council grant agreements

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

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

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

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

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

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Annex D - Climate Action Plan - July 2024

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Projects	Page
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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

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

Delivery of retrofit innovation programmes – Intelligent Smart Energy Engine	Dale Hoyland	Green	Significant pace of work has been undertaken through June; gearing up for public launch of the Energy Saver App on 16th July (after the General Election). We aren't able to recruit app users until the app is launched, hence the first target for app users should begin from August. The team has been making good use of Great Big Green Week to undertake some initial resident testing, with early socialisation of the app ahead of launch. A database of interested residents was created, and now has over 100 signups from people wanted to hear more about the app, and to be the first to hear when it launches.	E&P DDR001 Target of 500 Energy Saver App users	01/07/2024	31/07/2024	
				E&P DDR002 Target of additional 1500 Energy Saver App users (2000 total)	01/08/2024	31/08/2024	
				E&P DDR003 Target of additional 1000 Energy Saver App users (3000 total)	01/09/2024	30/09/2024	
				E&P DDR004 Target of additional 1000 Energy Saver App users (4000 total)	01/10/2024	31/10/2024	
				E&P DDR005 Target of additional 1000 Energy Saver App users (5000 total)	01/11/2024	30/11/2024	
				E&P DDR006 Target of additional 500 Energy Saver App users (5500 total)	01/12/2024	31/12/2024	
				E&P DDR007 Target of additional 500 Energy Saver App users (6000 total)	01/01/2025	31/01/2025	
				E&P DDR008 Target of additional 500 Energy Saver App users (6500 total)	01/02/2025	28/02/2025	
				E&P DDR009 Target of additional 500 Energy Saver App users (7000 total)	01/03/2025	31/03/2025	
Delivery of retrofit innovation programmes – Clean Heat Streets	Dale Hoyland	Amber	Customer acquisition continues, to try to meet the thresholds required for the various stage gates of the project to be met. The team also acquired exhibition space at the Installer Show at the NEC in Birmingham to disseminate learning to-date from this project. Whilst all OCC targets (providing input, expertise and support at all project meetings and activities of Clean Heat Streets) have been met, the RAG rating is amber due to difficulties in the project as a whole being able to sign up enough residents to progress through to capital installation stage on some of the areas.	E&P DDR001 OCC representation at project meetings	01/06/2024	30/06/2024	
				E&P DDR002 OCC representation at project meetings	01/07/2024	31/07/2024	
				E&P DDR003 OCC representation at project meetings	01/08/2024	31/08/2024	
				E&P DDR004 OCC representation at project meetings	01/09/2024	30/09/2024	
				E&P DDR005 OCC representation at project meetings	01/10/2024	31/10/2024	
				E&P DDR006 OCC representation at project meetings	01/11/2024	30/11/2024	
				E&P DDR007 OCC representation at project meetings	01/12/2024	31/12/2024	
				E&P DDR008 OCC representation at project meetings	01/01/2025	31/01/2025	
				E&P DDR009 OCC representation at project meetings	01/02/2025	28/02/2025	
				E&P DDR0010 OCC representation at project meetings	01/03/2025	31/03/2025	
Delivery of Home Upgrade Grant 2	Dale Hoyland	Green	18 fully completed properties were achieved for June, with running average spend per property now at £14,458. This was against a target for the month of 10. This means we now have a running total for the year of 50 properties (against a target of 40), so have met the running target total to end of July, a month early.	E&P DDR001 A further 10 properties retrofitted (total of 40 for 2024/25 FY)	01/06/2024	30/06/2024	
				E&P DDR002 A further 10 properties retrofitted (total of 50 for 2024/25 FY)	01/07/2024	31/07/2024	
				E&P DDR003 A further 10 properties retrofitted (total of 60 for 2024/25 FY)	01/08/2024	31/08/2024	
				E&P DDR004 A further 10 properties retrofitted (total of 70 for 2024/25 FY)	01/09/2024	30/09/2024	
				E&P DDR005 A further 10 properties retrofitted (total of 80 for 2024/25 FY)	01/10/2024	31/10/2024	
				E&P DDR006 A further 10 properties retrofitted (total of 90 for 2024/25 FY)	01/11/2024	30/11/2024	
				E&P DDR007 A further 10 properties retrofitted (total of 100 for 2024/25 FY)	01/12/2024	31/12/2024	
				E&P DDR008 A further 10 properties retrofitted (total of 110 for 2024/25 FY)	01/01/2025	31/01/2025	
				E&P DDR009 A further 10 properties retrofitted (total of 120 for 2024/25 FY)	01/02/2025	28/02/2025	
				E&P DDR0010 A further 10 properties retrofitted (total of 130 for 2024/25 FY)	01/03/2025	31/03/2025	
Development and delivery of Local Area Energy Plans for County. LAEPs to be developed over 24/25 and into 25/26.	Mark Saunders	Green	The scope for the contract to produce Local Area Energy Plans (LAEP) has been agreed by the Future Oxfordshire Partnership LAEP Executive Steering Board and work is progressing on the contract tender documentation and agreeing the project budget in line with revised timelines with the intention of going to market in August.	E&P DDR001 LAEP contract budget and specification agreed	01/07/2024	31/08/2024	
				E&P DDR002 LAEP contract award	01/10/2024	31/10/2024	
				E&P DDR003 LAEP contract mobilisation	01/11/2024	30/11/2024	
				E&P DDR004 Phase 1 LAEP Modelling complete	01/04/2025	30/06/2025	
				E&P DDR005 Phase 2 LAEP Production complete	01/08/2025	31/09/2025	
				E&P DDR006 Phase 3 LAEP Function Business case	01/03/2026	31/03/2026	
				E&P DDR007 Phase 3 LAEP Function complete	01/11/2026	30/11/2026	
				E&P DDR008 Project Review and Lessons Learned	01/11/2026	31/12/2026	
Development of green finance workstreams	Sarah Gilbert	Green	A later stage of delivery of the Alternative Energy Markets programme (funded by DESNZ) will test a retrofit-as-a-service mechanism, delivering measures without any upfront cost, but based instead on a monthly subscription model. Successful 100 Together panel discussion held at UKREiiF. OXLEP will be developing a Green Investment Prospectus.	E&P DDR001 Host 100 together engagement events- REiiF panel discussion, farm clusters tour and networking drinks	01/05/2024	30/09/2024	
				E&P DDR002 Green Prospectus complete - digital platform showcasing investment ready green investment opportunities	01/03/2025	31/03/2025	
				E&P DDR003 100 Together conference 2025 – bringing together 100 together community and launch of green prospectus	01/04/2025	30/06/2025	

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

Develop new climate engagement route map	Ariane Crampton	Green	The methodology for developing the Climate Engagement route map was approved in April 2024 and includes three stages; 1) desk research and document review; 2) participatory process and 3) drafting and adoption. The stage 1 desk research and document review has been completed. This involved a review of existing residents survey results, existing climate policies and route maps. 24 structured conversations were held with OCC staff from across different service areas to map existing work on climate, existing engagement and volunteer coordination as well as existing networks and newsletters. 10 further structured conversations were held with external strategic partners including the district councils, GAC, OALC, among other networks and institutions. This helped to form the stage 2 participatory process that has already started earlier than scheduled.	E&P DDR004 Route map adopted and published	01/01/2025	28/02/2025	
Support the expansion of the Zero Carbon Oxfordshire Partnership	Ariane Crampton	Green	A paper setting out a proposal for an expanded county-wide partnership has been co-produced by OCC and the City Council for discussion at the county Chief Execs meeting on 8 July 2024. This proposal has buy-in from the ZCOP steering group and the district council sustainability leads.	E&P DDR001 ZCOP expansion proposal agreed by county chief execs	01/06/2024	31/07/2024	
				E&P DDR002 Launch of expanded ZCOP	02/02/2024	31/03/2024	
				E&P DDR003 Programme update to July Environment Advisory Group	01/07/2024	31/07/2024	
				E&P DDR004 Programme update to Sept Environment Advisory Group	01/09/2024	30/09/2024	
				E&P DDR005 Programme update to November Environment Advisory Group x	01/11/2024	30/11/2024	
				E&P DDR006 Programme update to January Environment Advisory Group	01/01/2024	31/01/2024	
				E&P DDR007 Programme update to March Environment Advisory Group	01/03/2024	31/03/2024	
Scope 3 Supply Chain Engagement & Expanding Emissions Reporting in annual Greenhouse Gas Report (GHG)	Franco Gonzalez Max Button	Green	In the last months we have focused in developing the broader strategy for engagement with the Supply Chain in relation to OCC's Supply Chain emissions policy and emerging sustainability policies (Biodiversity and Circular Economy). We have conducted two workshops with Procurement category managers to understand the relative leverage of OCC in different purchasing categories. In combination with rerunning the expenditure-based carbon assessment of OCC supply chain, the findings from the workshops will allow us to tailor a strategic approach to focus on those high emission suppliers where OCC has more leverage.	E&P DDR001 Q2 2024/25 - Inclusion of emissions from 4 top emitter suppliers in 23/24 GHG report.	01/06/2024	31/08/2024	
				E&P DDR002 Q2 2024/25- Rerun expenditure-based carbon analysis of Supply Chain Emissions with 2023/24 data.	01/04/2024	31/08/2024	
				E&P DDR003 Q4 2024/25 - Develop and deliver a wider supply chain engagement strategy beyond top 15 suppliers.	01/08/2024	31/12/2024	
				E&P DDR004 Implementation of wider supply chain engagement strategy	01/04/2024	30/01/2026	
				E&P DDR005 Expanding Supply Chain Emissions Reporting	01/09/2024	30/09/2025	
Delivery of Oxfordshire Electric Vehicle Infrastructure Strategy through the OxLEVI programme	Paul Gambrell	Amber	Work on the open tender continues and timing remains as previously stated: • Tender issued – September 2025 • Contract Award – January 2025 • Contract Start – February 2025 All of the above is still dependent upon a timely sign off of our invitation to tender (ITT) by the Office for Zero Emission Vehicles (OZEV) once drafted. Key Progress made: • Response provided to OZEV's providing required information as part of their Post Approval Action Plan (PAPP) and was submitted on time. • Several sessions have taken place involving several parties to establish detailed requirements for tender.	E&P DDR003 Tender Issued	01/09/2024	30/09/2024	
				E&P DDR004 Contract Award	01/01/2025	31/01/2025	
				E&P DDR005 Contract Start	01/02/2025	28/02/2025	
				E&P DDR006 Car Park charger deployment start	01/09/2025	30/09/2025	
				E&P DDR007 On-street charger deployment start	01/12/2025	31/12/2025	
Circular Economy Strategy	Rachel Burns	Amber	Work on the internal action plan is continuing. A paper was taken to FOP EOG regarding the countywide CE strategy and discussed by participants, agreed to go back to FOP in Q3	E&P DDR001 agree action plan with relevant teams	01/10/2024	31/10/2024	
				E&P DDR002 Take CE strategy though Forward plan process	01/11/2024	28/02/2025	
				E&P DDR003 Agreed at Cabinet	01/11/2024	28/02/2025	
				E&P DDR04 Consultation on draft LNRS goes live	01/04/2024	31/10/2024	

Develop Nature Recovery Strategy for Oxfordshire, integrating with adaptation strategy	Beccy Micklem	Green	The first two phases of engagement on the LNRS are complete, and work on developing the draft consultation documents (A Description of the Strategy Area, List of Priorities, Local Habitat Map and Species priorities list) is on track. Liaison with supporting authorities is underway to ensure draft documents are available for them to review and informal cabinet is booked to achieve approval of the draft LNRS for consultation in mid-October.	E&P DDR05 Adoption of Oxfordshire LNRS	01/04/2024	31/07/2025	
Biodiversity Policy Development	Beccy Micklem	Green	Initial work on development of a Biodiversity Action Framework and Biodiversity Action Plan was paused at the beginning of 24/25 due to limited resourcing within the Landscape and Nature Recovery Team. Recruitment is underway for a Senior Biodiversity Officer which should mean that work can progress on the draft Framework and Action Plan in the Autumn. This first milestone is rated as Amber currently as capacity to progress work is dependent on successful recruitment.	E&P DDR01 Draft Biodiversity Action Framework and Biodiversity Action Plan 2025 prepared.	01/04/2024	31/12/2024	
				E&P DDR02 Biodiversity Action Framework approved	01/04/2024	31/07/2025	
				E&P DDR03 Biodiversity Action Plan 2025 approved	01/04/2024	31/03/2025	
				E&P DDR04 Draft Biodiversity Report complete	01/04/2024	31/12/2025	
				E&P DDR05 Draft Biodiversity Report published	01/04/2024	31/03/2025	
Climate Adaption (Tree Planting) Strategy	Andy Lederer	Green	Currently under budget as the Tree Supplier Framework has not been procured yet. The contract is being finalised by Legal and the tender is planned to be live by the end of July 2024. The contract is the route to market for purchasing trees. Purchase of trees equates to the majority of spend for this financial year. Aftercare and Establishment programme is underway, and all trees planted in 22-23 & 23-24 (880 trees) are being watered every 2-3 weeks by our Tree Aftercare & Planting Service (in-house delivery team). Tree Supplier Framework to be live. Planting sites to be identified through strategic planning by no later than 31/8/2024. Locations decided and allocated based on priorities defined as: 1. Need - Strategic planning using 70% of resource available (Trees, Resources, Effort, Engagement (TREE)) using Weighted system based primarily on data for Canopy Cover & LSOA IMD data; 2. Want - Project Submissions from individuals, groups, other LAs, etc. using 20% of resource available (TREE); 3. Requirement - Ensuring replacement trees are planted to comply with Tree Policy 3 using 10% of resource available (TREE).	E&P DDR0012 Produce Tree Plotter Canopy App	01/05/2024	31/10/2024	
				E&P DDR0013 Visit all 22-23 trees to check condition / stakes & re-mulch	01/05/2024	31/05/2024	
				E&P DDR0014 Deliver watering & aftercare programme to 22-23 & 23-24 trees	01/06/2024	30/09/2024	
				E&P DDR0015 Identify priority locations for tree planting in 24-25 (~1000) & 25-26 (~1500)	01/07/2024	31/08/2024	
				E&P DDR0016 Tender Tree Supplier Framework (TSF) contract	01/07/2024	31/07/2024	
				E&P DDR0017 Evaluate responses to TSF	01/09/2024	30/09/2024	
				E&P DDR0018 Confirm Community Orchard locations funded by CLHF	01/09/2024	30/09/2024	
				E&P DDR0019 Share proposed planting locations with Community Groups & CAG Network	01/09/2024	30/09/2024	
				E&P DDR0020 Share proposed planting locations with Parish / Town Councils	01/09/2024	30/09/2024	
				E&P DDR0021 Share proposed planting locations with OCC Councillors	01/09/2024	30/09/2024	
				E&P DDR0022 Award TSF to suppliers	01/10/2024	31/10/2024	
				E&P DDR0023 Evaluate responses to DDR0019 -21 and amend plans, if necessary	01/10/2024	31/10/2024	
				E&P DDR0024 Order trees for 24-25 through TSF	01/10/2024	31/10/2024	
				E&P DDR0025 Plan logistic dates for tree deliveries to align with planting sites	01/10/2024	30/11/2024	
				E&P DDR0026 Street / non-Orchard tree planting	01/12/2024	31/03/2025	
				E&P DDR0027 Order trees for 25-26 through TSF	01/12/2024	31/12/2024	
				E&P DDR0028 Capture feedback throughout planting to guide improvements	01/06/2024	31/03/2025	
				E&P DDR0029 Community Orchard Planting events / delivery	01/02/2025	31/03/2025	
				E&P DDR0030 Collate photos of new Orchards ready for CHLF audit	01/03/2025	31/03/2025	
				E&P DDR0031 Produce report showcasing planting feedback	01/04/2025	30/04/2025	

Annex E - Equality, Diversity and Inclusion - June 2024

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Key

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

Employer of Choice

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

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

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

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

Partner of Choice

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

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

Place shaper of Choice

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

Measure	Measure description	Directorate	Measure Owner	Portfolio Holder	Period Actual	Period Target	Status	Comment	YTD Actual	YTD Target	YTD
06. Support the council's commitment to addressing inequality with hard-to-reach communities	Help support the council's commitment to addressing inequality through greater engagement with hard to reach communities and those who are excluded from the main council communications channels (evidencing inclusion in engagement and consultation practice).	Public Affairs, Policy and Partnerships	Susannah Wintersgill		Delivering to plan	Delivering to plan	★	Our specific focus this year is on children and young people and we have delivered the following engagement opportunities with children and young people: 1. Your voice, your care survey (Coram Voice) (March - June 2024) Paper and online survey and in person 'trusted adult' support Survey open to all the children we care for, to better understand their experiences and specifically ask them about their 'subjective well-being', how they feel about their lives at both the individual and interpersonal level. This was a commissioned survey package, delivered by the council. 2. Travel and transport behaviour insights (May – June 2024) 5 x focus groups with children and young people Targeted focus groups as part of a wider study exploring travel and transport behaviours, amongst audiences across the county. 3. Future generations in policy making (May 2024) Engagement opportunity Support for young people to participate in a future generations in policy making event at the Blavatnik School of Government. We have also undertaken the following engagement activities with hard to reach and underrepresented groups: 1. Customer experience strategy (March – June 2024) 5 x interview sessions Targeted interview sessions held to gather the views of underheard groups on customer service experiences. Sessions were designed to reach:	Delivering to plan	Delivering to plan	★

Measure	Measure description	Directorate									
Page 351								• older people • people living in areas of deprivation • people from a range of ethnic backgrounds • parents of young children • people with disabilities (including physical, sensory and learning disabilities). 2. Travel and transport behaviour insights (May – June 2024) 1 x online focus group with people with learning disabilities Targeted focus group as part of a wider study exploring travel and transport behaviours, amongst audiences across the county. 3. Including everyone, equalities, diversity and inclusion framework (May – June 2024) 9 x workshops Targeted workshops held to understand experiences and priorities for inclusion in Oxfordshire. Underheard groups engaged with were: • LGBTQ+ people • Faith and cultural heritage group leaders • Women • Refugees and asylum seekers • Older people • Children and young people • People with disabilities • People with learning disabilities and autism • Jewish people (as a separate session due to the engagement period clashing with Pesach)			
08. Using Oxfordshire conversation events for residents to ask questions of cabinet	08. Using Oxfordshire conversation events that will offer opportunities for residents to hear from and ask questions of members of the cabinet, including outreach activities to ensure the inclusion of seldom heard groups and those who are digitally excluded.	Public Affairs, Policy and Partnerships	Susannah Wintersgill		Delivering to plan	Delivering to plan	★	We have run two sets of Oxfordshire Conversations (March and July – four online events) bringing together parents and carers of children and young people with SEND across Oxfordshire and representatives from the SEND local area partnership, including the county council, NHS Buckinghamshire, Oxfordshire, and Berkshire West Integrated Care Board and the Oxfordshire Parent Carers Forum.	Delivering to plan	Delivering to plan	★

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

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

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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[1] 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 Strategy and Action Plan

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

Date response requested:[2] 23 April 2024

Response to report:

Please see the updated responses to the Overview and Scrutiny Committee recommendations for Vision Programme.

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 should work to establish a partnership	Accepted	• Thames Valley Police (TVP) are involved as key partner with OCC in Vision Zero road safety both strategically and operationally. Operationally, TVP work jointly with Oxfordshire Fire & Rescue Service on road safety across Oxfordshire. They also work together on regular and ongoing road safety campaigns, such a 'Close Passes', 'Be Bright – Be Seen', and the delivery of the national Fatal 4 campaigns: Drink /

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

board to monitor progress on Vision Zero with Thames Valley Police being fully involved as a key partner.		Drug driving etc. This is part of the work that the Oxfordshire Fire & Rescue Services deliver as the Vision Zero's Road Safety Education workstream. • Strategically there are 2 Vision Zero Partnership Boards that have been established to support the delivery of Vision Zero and monitor it progress, and TVP have member invites to both boards; Detective Chief Inspector (Road Policing) (or his sub) is an invited member at both Boards: o Vision Zero Steering Group takes place quarterly and is chaired by Director of Highways and Environmental. The membership of the group includes elected members, OCC officers and external partners / stakeholders; representatives from the Oxford Cycling Network (OCN), Cyclox, and Action Vision Zero. TVP Detective Chief Inspector (Road Policing) is an invited member of the Group. o There is also a Vision Zero Wider Stakeholder Group meeting that takes place twice a year and is again, chaired by Director of Highways and Environmental. The membership of the group includes the wider group of Vision Zero partners / stakeholders who have helped shape the Vision Zero Strategy and Action Plan. The invite lists comprises of elected members, OCC officers and representatives from the wider Vision Stakeholder Group. TVP Detective Chief Inspector (Road Policing) is an invited member of the Group. • OCC Vision Zero Road Safey Leads are also members of the TVP lead Thames Valley Road Safety Working Group, which meets every six months, and chaired by Thames Valley Police Detective Chief Inspector (Road Policing) The Group meeting is attended by road safety officers and representatives from all the other local authorities in the Thames Valley area. This forum is used as an opportunity for OCC and other local authorities to engage with Thames Valley Police on road safety matters. It provides OCC the opportunity to engage with TVP, share any road safety issues or enforcement concerns, discuss specific locations of concern, and learn about what else is happening regarding TVP road safety enforcement across the Thames Valley area.

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		• OCC also regularly engage with TVP Detective Chief Inspector (Road Policing) via one-to-one meetings with the Director of Environment and Highways providing an overview of Vision Zero progress and road safety issues. This is an opportunity to engage with the Thames Valley Police both strategically and operationally.
2. That the Council should continue to engage with Thames Valley Police in order to encourage enforcement of speed limits.	Accepted	• OCC will continue to engage with TVP to encourage the enforcement of speed limits in several ways. There are the day-to-day operational highway management discussions that take place between OCC, Oxfordshire Fire & Rescue service and TVP and these include the enforcement of speed if required. TVP is also always a statutory consultee on Vision Zero and OCC's highway scheme consultations, including highway schemes where there are speed limit changes. • Commitments have also been made by TVP for partnership working with OCC into the installation of new speed enforcement equipment, including average speed camera systems. Detailed work is in progress for the provision of a combined speed and red-light safety camera system at A40 Oxford Northern Bypass, at its junction with Barton Fields Road. It is expected this will be operational Spring 2025. • Vision Zero has the 20mph programme and the Speed management programmes which both focus on the delivery of specific speed limit schemes. The Speed Management Programme is currently carrying out a review of all Oxfordshire's A & B rural road network, as speed across the rural network is a factor in many rural road collisions. The intention of the review is to systematically analyse Oxfordshire's A & B roads area by area to understand where speed limit reductions will be most beneficial. This is planned to be completed by end of next financial year 2025/26 • Currently there also are several Vision Zero schemes being developed as part of the Speed management programme which will involve speed limit discussions with TVP: o A40 Oxford Northern Bypass / Barton Fields junction Safety Cameras o A4260 Speed limit review (A4260 between Kidlington and Banbury)

Overview & Scrutiny Recommendation Response Pro forma

		○ A4074 Speed limit review ○ A40 Burford to Asthall speed limit review ○ A420 Bessels Leigh 50mph extension
3. That the Council should identify additional powers that would support delivery of responsibilities and Vision Zero ambitions and request of the Secretary of State for Transport that Government considers implementing them.	Partial Accept	• There will be an annual review report submitted to Cabinet (April'25) on the Vision Zero Programme, and we will identify additional local authority powers following that as the annual review report will provide the data and evidence on the areas where additional powers would have the most benefit for Vision Zero delivery. • With the recent change of Government, OCC are conscious that there may well be updates or changes to Road Safey Policy or DfT guidance, or the development of a new National Road Safety Strategy by the new Government. Local Authority speed limit enforcement was considered by the previous Government within Moving Traffic offences, but this was dismissed by them. OCC will of course reflect any national road safety policy changes as and when they occur, but having the annual Vision Zero programme review data will provide evidence that will help support when and where local authority additional powers would be most beneficial within Oxfordshire. • Via the Vision Zero programme, there are already discussions on road safety areas were identifying additional powers could be considered, such as Graduated Licences for young drivers. Oxfordshire Fire & Rescue are engaging nationally on the benefits of Graduated licences, but further evidence is needed to support discussions both nationally and at Central Government.
4. That the Council should engage with other local authorities,	Accepted	• OCC road safety leads will continue to engage with other local authorities regarding road safety; both for the development of road safety schemes close to, or near to Oxfordshire's boarders, but also to ensure learning about the latest road safety developments and new technology and adherence to best practices. This

particularly those with similarly diverse counties, and learn from them as well as to take learning from best practice in other authorities.		engagement has continued during the development of Vision Zero and its ongoing delivery. There is road safety engagement with other local authorities operationally on a day-to-day basis, but as mentioned above, OCC Vision Zero leads also engage formally and strategically with Thames Valley's local authorities through the Thames Valley Road Safety Group led by TVP. • OCC's Highway and Vision Zero road safety leads will also continue to engage with other local authorities via membership of ADEPT (Association of Directors, of Environment, Economy, Planning and Transport) who hold a national Traffic and Safety Working Group, and via Road Safety GB, a national road safety organisation which connects local authorities nationally. • OCC have and will continue to communicate with and learn from other local authorities on various aspects of developing and delivering Vision Zero. When OCC was first setting up Vision Zero, Kent Council shared their Vision Zero journey and provided valuable advice and guidance on how they set up their Vision Zero programme and developed their Vision Zero strategy. We have started to actively engage with South-West Vision Zero Partnership regarding their experiences of setting up their Vision Zero partnerships, which include multiple organisations across Devon, Somerset and Cornwall such as Devon & Cornwall Police, Devon & Somerset Fire and Rescue Service, and South-Western Ambulance Service NHS Trust. OCC are learning about the different Vision Zero models, to help shape and support OCC's approach to Vision Zero. • It is important to add that there has also been Vision Zero best practice and road safety learning from our national Vision Zero Stakeholders, such as Action Vision Zero, and the Road Haulage Association for example, who are both members of OCC's Vision Zero stakeholder meetings. Many valuable insights and ways of understanding road safety user issues have come from our Vision Zero stakeholders, and OCC has set up working partnerships with a wide range of Vision Zero external stakeholders

Overview & Scrutiny Recommendation Response Pro forma

5. That the Council should add greater emphasis on the five pillars as integral to the Vision Zero Key Areas.	Accepted	• The five pillars which form the Safe System approach give a very clear methodology for delivering Vision Zero. OCC's Vision Zero Strategy and action plan has been set up and aligned to follow the Safe System five pillars. This ensures each of the actions within the strategy is attached to one the five pillars, and in turn, the actions are aligned to the delivery of the safe system approach. • The Vision Zero programme of workstreams which was set up ahead of VZ strategy, will reviewed so that they are re-aligned to each of the actions within the strategy action plan. • Also, Vision Zero's safe system 5 pillars are considered as part of the approach when developing and designing Vision Zero's road safety infrastructure schemes. Please refer to No.7's response for further detail on this.
6. That the Council should ensure that its Vision Zero ambitions should be led by evidence and not be overly-focused on behaviour.	Accepted	• To confirm officers are using data and evidence to shape programme priorities. OCC uses TVP STATS19 road safety incident data as the basis for the road safety analysis which informs the Vision Zero Programme. But STATS19 data is not just used within the Vision Zero Programme, it is also used to inform other OCC's highways and infrastructure schemes. Understanding where and why road safety incidents occur is key in maintaining and improving Oxfordshire's Road network; road safety guides discussions on many levels within Highways, how can roads be improved, and how best it can be maintained. • Within Vision Zero, TVP STATS19 road safety incident data is used to map the road safety sites of concern across Oxfordshire. The data is reviewed to identify road safety incident themes, evidencing why road safety incidents have taken place in one junction or on a particular route. The data is analysed to understand if there have interactions between road users, and why they have occurred. The data also provides confidential information on the causes of incidents, who drove where and

		what they were doing. This in turn also informs road safety themes and indicates what type of road safety infrastructure or highway schemes can be implemented to improve on very specific road safety issues. • OCC is also developing a new traffic and road safety scheme prioritisation framework which will include consideration of the benefits of the scheme in relation to all the LTCP key objectives, including road safety. • It is important to note that post collision site visits also inform road safety evidence discussions and learning, with road safety intelligence shared between OCC, TVP and the Oxfordshire Fire and Rescue Service as part of day-to-day operational road safety working. Local knowledge is also key, and this is discussed in more detail below.
7. 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.	Accepted.	• As detailed in the response for no.6, road safety incident data and VZ road safety schemes are developed using road safety incident data received from TVP, but local knowledge and the insights of local members is also crucial and is used to triangulate information about sites of road safety concern. Local knowledge is very useful in understanding what has happened with a road safety incident, and why they may have occurred. For instance, fix-my- Street is a key source of road safety concerns raised via the public. Road Safety concerns raised via Fix-my-street are shared with Vision Zero and Highway officers as required. Along with local member input, it is very much considered when analysing sites of road safety concern. • Local member information and insight is a key source of knowledge and understanding about a road safety incident or road safety site of concern. Local members are involved in road safety discussions and site visits and do have also input into a wider range of OCC's highways schemes (Active Travel, Place Making etc) not just Vision Zero road safety schemes. Vision Zero infrastructure schemes

		have been reviewed with local members and stakeholders and will continue to be on a case-by-case basis. • The insights of local members will continue to be used as a valuable source of road safety information. It will help triangulate road safety data and information on the new road safety scheme prioritisation framework which is being developed as part of Vision Zero. It is important to note that local member insight and knowledge is also an important and valuable part of post scheme implementation reviews and analysis.
8. That the Council should publish the danger hotspots on its website clearly linked to the underlying evidence.	Partially accept.	• We would like to suggest an amendment to the recommendation wording, as Vision Zero is aiming to establish clearer road safety language and understanding. It is proposed the recommendation be re-worded as: o 'That the council should publish Oxfordshire's road safety sites of concern on its website providing information on the road safety incidents' • Oxfordshire's road safety data is already publicly available via the website CrashMap (CrashMap - UK Road Safety Map). CrashMap can be accessed via OCC's website. Crash Map is an online platform where road collisions are published for the members of the public to see. This data provides the locations, incident type, and date of the collision but withholds any confidential information. With roads safety incidents the contributory factors of individual incidents will remain confidential, as in many cases it pertains to medical and personal information that cannot be shared. • The Vision Zero team are also currently developing Vision Zero webpages, which will link through to CrashMap, as well as providing an interactive Vision Zero road safety data dashboard that will allow the analysis of OCC's road safety data. The webpages will provide information on Vision Zero Road Safety infrastructure schemes and Road Safety education etc. It will link through to OCC Road Casualty

		Reports (Road casualties | Oxfordshire County Council), and there will be communications shared when the Vision Zero pages are going live.
9. That the Council should publish the numbers of road deaths of children and teenagers, and also by sex, clearly linked to Vision Zero.	Partially Accept	• Road safety incident data on the number of road deaths of children, and also by sex is already published in OCC's road casualty reports (Road casualties | Oxfordshire County Council). • 'Child' casualties include those injured who are aged between 0 and 15, whilst 'adult' casualties include those who are aged 16 and above. STATS19 data does not however provide a 'teenage' data field. • Feedback on the layout and contents of the previous Road Safety causality reports has been received, and the 2022 and 2023 road casualty reports are being re-designed to provide a more Vision Zero approach to road safety data analysis. The new reports will provide greater theme analysis and more information on the causes of road safety incidents across Oxfordshire. • In addition, it is also important to note, that sometimes TVP STAT19 data is received, where no age is assigned in the police report. Although this is a not a common occurrence, it does happen.
10. That the Council should add SUVs and motorcycle categories to its safer vehicles section. It should also delineate the number and proportion of	Partially accept	• Currently, the category of the vehicle type recorded involved in a road safety incident is set by the national STATS19 road safety incident data set. The police are only able to use The STATS19 road safety vehicle type data in recording and sharing information about a road safety incident. The STATS19 road safety vehicle type data set is as follows (taken from National STAT19 form):

collisions involve SUVs.		Car Taxi / Private hire car Van - Goods vehicle 3.5 tonnes mgw and under Goods vehicle over 3.5 tonnes mgw and under 7.5 tonnes mgw Goods vehicle 7.5 tonnes mgw & over Goods vehicle - unknown weight M/cycle 50cc and under M/cycle over 50cc and up to 125cc M/cycle over 125cc and up to 500cc Motorcycle over 500cc Motorcycle - cc unknown Electric Motorcycle Pedal cycle Bus or coach (17 or more passenger seats) Minibus (8-16 passenger seats) Agricultural vehicle (include diggers etc) Ridden horse Mobility scooter Tram / Light rail • The road safety incident data received from Thames Valley Police does not always indicate the make of the car involved in the incident or whether the vehicle is considered an SUV. As a result, it is not possible to give road safety incident figures on specific car vehicle types such as SUVs.

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- Motorcycle data is recorded via the STAT19 data and is this reflected in OCC's road safety causality reports. Motorcyclists are considered vulnerable road users within OCC's highways and Vision Zero schemes, and focus is given to their road safety incident analysis.

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<tr><td>11. 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.</td><td>Accepted</td><td>
Following approval of inclusion of a £4m VZ programme as part of the 2023/24 budget setting process, specific schemes and allocation of that funding have been being developed.
Governance is in place to provide a level of visibility and individual schemes are promoted and communicated. Work is underway to ensure visibility of the full planned programme and potential future program is transparent and promoted through a dedicated web page (published end of 2024) and ongoing regular road safety education and communication campaigns.

I can confirm that the £4m programme costs have been allocated over a 3-year period:

22/23 – year 1
23/24 – year 2
24/25 – year 3

<table>
<tr><th>Programme</th><th>Scope & Focus</th><th>Allocation</th></tr>
<tr><td>Vision Zero Programme Budget</td><td>VZ Feasibility designs</td><td>Yr 1 £120k</td></tr>
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		Cycle Safety & Connectivity	To improve the safety and attractiveness of the cycle network across Oxfordshire, both on and off-highway routes. This will cover improvements to existing infrastructure as well as potential creation of new. Scheme identification will be through a review of our cycle network utilising information such as that within LCWIPs, local knowledge and safety data available.	£800k split forecast over 3 yrs as follows: Yr 1 £65k Yr 2 £400k Yr 3 £335k
		Corridor/Strategic Road Safety Improvements	To help address know safety concerns along key strategic corridors within Oxford. Schemes will be identified through road safety data, post collision reviews, and information and work completed in preparation of LTCP corridor strategies.	£500k forecast over 3 yrs as follows: Yr 1 £5k Yr 2 £250k Yr 3 £245k
		Junction incidents (cluster sites)	To improve existing junction/s that have a history of incidents that a change in design could help to mitigate. Scheme/s will be identified through road safety data and post collision reviews.	£1,580k forecast over 3 yrs as follows Yr 1 £0k Yr 2 £790k Yr 3 £790k
		Speed Management Programme	To identify initiatives in collaboration with TVP to support adherence to speed limits. Initiatives may include pilots around average speed enforcement in particular and as a last resort traffic management measure. Focus to be shaped through road safety data and police intelligence. This should include working with and data from local speedwatch groups.	£400k forecast over 3 yrs as follows Yr £0k Yr 2 £200k Yr 3 £200k

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<td>Safer Routes to School</td>
<td>This is investment in making walking routes to schools safer and more attractive. Links to the schools' streets programme and issues identified in Home to School safer walking route assessments.

Priority will be given to locations that are likely to provide the biggest benefit to the largest number of children.</td>
<td>£600k split forecast over 3 yrs as follows
Yr 1 £0k
Yr 2 £300k
Yr 3 £300k</td>
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The Vision Zero road safety infrastructure schemes are currently still being developed and are due to be installed in the later part of 2024, and in 2025. The full capital and revenue costs of the Vision Zero programme will also be submitted as part of the Vision Zero Programme annual report due in April 2025.
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<td>12. That the Council should ensure that existing road layouts are considered as material planning considerations in its responses to applications for new residential developments.</td>
<td>Accepted</td>
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Existing road layout is considered as a material consideration when the OCC is assessing any planning application on its merits. To assist OCC with these assessments both National & Local Policies and Design Guidance are considered:

Manual for Streets 1 and 2
Local Travel Connectivity Plan (Part 2)
Street Design Guide
Design Manual for Roads and Bridges (DMRB)
National Planning Policy Framework (NPPF)

As part of a planning submission, any new proposed road layout is expected to be accompanied with a road safety audit. OCC's Transport Development Management (TDM) team ensure all planning submissions contain a road safety audit. Further information on how the TDM work with developers to ensure road safety is considered is detailed on the TDM webpages: Transport Development Management (TDM) | Oxfordshire County Council

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		• Also, all new residential development road layouts have to be designed to have a speed limit 20mph. The new Vision Zero Checklist, which is due to be piloted, will also act as a way to ensure road safety is considered at the forefront of new developments.
13. That the Council should undertake a safety audit of past road safety initiatives to learn from what has – or has not – worked previously.	Accepted	• There are two new processes that Vision Zero leads are currently being developed that will support the analysis of road safety infrastructure schemes and it anticipated these will be in place by end of 2024: ○ The national GG119 Road Safety audit process is carried out as part of the design of road safety and highway schemes, and it is undertaken at key stages in the design, construction and early operation of a highway scheme. The road safety audits must be undertaken by qualified road safety engineers with experience of collision data analysis. At stages 1,2,3 the aim the audit is to identify the relevant road safety matters before implementation, and stage 4, which is carried out post scheme implementation, communicates any road collision data analysis. It is the stage 4 which provides the key evidence, data and learning on what has worked, or not worked with the scheme post implementation. Vision Zero leads are designing a supplemental road safety process where a scheme of any size, can be audited at any stage, and reviewed (stage 4). ○ OCC Post Collision Review Group, with input from Oxfordshire Fire and Rescue Services and the Road Safey Foundation. The Post Collision Review Group will analyse fatal road safety incidents and ensure the learning from them is shared within Vision Zero programme and the Fire and Rescue Services. This Review Group will be confidential and based upon the processes used by the NHS within child fatality reviews.