



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 June 2023 at 2.00 pm

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

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

Martin Reeves
Chief Executive

June 2023

Committee Officer: Chris Reynolds

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

Membership

Councillors

Liz Leffman	Leader of the Council
Liz Brighthouse OBE	Deputy Leader of the Council
Glynis Phillips	Cabinet Member for Corporate Services
Dr Pete Sudbury	Cabinet Member for Climate Change Delivery & Environment
Tim Bearder	Cabinet Member for Adult Social Care
Duncan Enright	Cabinet Member for Travel & Development Strategy
Calum Miller	Cabinet Member for Finance
Jenny Hannaby	Cabinet Member for Community Services and Safety
Michael O'Connor	Cabinet Member for Public Health & Inequalities
Andrew Gant	Cabinet Member for Highway Management

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 28 June 2023 unless called in by that date for review by the appropriate Scrutiny Committee. Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 18 July 2023



AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 14)

To approve the minutes of the meeting held on 23 May 2023 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

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

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

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

5. Petitions and Public Address

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

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on Wednesday 14 June 2023. Requests to speak should be sent to chris.reynolds@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be

provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

6. Business Management & Monitoring Report - Annual Report and Provisional Revenue Outturn 2022/23 (Pages 15 - 92)

Cabinet Member: Finance

Forward Plan Ref: 2022/220

Contact: Louise Tustian, Head of Insight & Corporate Programmes, Tel: (01295) 221786 / Kathy Wilcox, Head of Financial Strategy, Tel: 07788 302163.

Report by Director of Finance (**CA6**)

The Cabinet is RECOMMENDED to

- a. To note the annual Performance Report for 2022/23.
- b. To note the summary of the provisional year - end financial position for 2022/23 along with the year-end position on general balances and earmarked reserves as explained in Annex B.
- c. To note the virements set out in Annex B-2.
- d. To agree that the £1.0m surplus on the On-Street Parking Account at the end of the 2022/23 financial year, that has not yet been applied to fund eligible expenditure in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, can be carried forward to the 2023/24 financial year as set out in Annex B-3c.
- e. to approve the creation of a new reserve to hold £0.5m income relating to the Zero Emissions Zone in Oxford for future use.

7. Provisional Capital Outturn 2022/23 (Pages 93 - 114)

Cabinet Member: Finance

Forward Plan Ref: 2022/251

Contact: Kathy Wilcox, Head of Financial Strategy, 07788302163

Report by Director of Finance (**CA7**).

The Cabinet is RECOMMENDED to:

- a) note the performance against the capital programme for 2022/23 as set out in the report.

8. Capital Programme Approvals - June 2023 (Pages 115 - 118)

Cabinet Member: Finance

Forward Plan Ref: 2023/163

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

Report by Director of Finance (**CA8**)

The Cabinet is **RECOMMENDED** to:

- a) approve the addition of the expansion of Wood Green School, Witney (£4.3m) to the capital programme.
- b) approve the addition of £2.6m to the capital programme to support the council's Tree Policy.

9. Workforce Report and Staffing Data - Quarter 4 - January-March 2023 (Pages 119 - 132)

Cabinet Member: Corporate Services

Forward Plan Ref: 2022/252

Contact: Michael Fletcher, Head of HR Business Partnering & Advisory,
michael.fletcher@oxfordshire.gov.uk

Report by Director of Finance (**CA9**)

Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.

The Cabinet is **RECOMMENDED** to note the report

10. SEND Sufficiency and Local Government & Social Care Ombudsman Findings Report (Pages 133 - 138)

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

Forward Plan Ref: 2023/162

Contact: Martin Goff, Head of Access to Learning, martin.goff@oxfordshire.gov.uk

Report by Executive Director People Transformation & Performance (**CA10**)

The Cabinet is asked to note the contents of the report setting out the updated SEN sufficiency strategy and the learning from the recent Local Government and Social Care Ombudsman decision reference 22 000 090

11. Policy on Supply Chain Emissions (Pages 139 - 144)

Cabinet Members: Finance and Climate Change Delivery & Environment

Forward Plan Ref: 2023/079

Contact: Melissa Sage, Head of Procurement & Contract Management,
melissa.sage@oxfordshire.gov.uk

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

The Cabinet is **RECOMMENDED** to approve the proposed policy position for the Council on supply chain (Scope 3) emissions as set out in Annex 1.

12. Lane Rental Scheme for Oxfordshire (Pages 145 - 184)

Cabinet Member: Highway Management

Forward Plan Ref: 2023/048

Contact: Keith Stenning, Head of Network Management,
keith.stenning@oxfordshire.gov.uk

Report by Corporate Director Environment & Place (**CA12**).

The Cabinet is RECOMMENDED to:

- a) approve the submission of an application to the Department of Transport for Lane Rental in Oxfordshire.**
- b) delegate decision making on the timing and specific content of the Scheme and application to the Corporate Director of Environment and Place in consultation with the Cabinet Member for Highway Management.**

13. Forward Plan and Future Business (Pages 185 - 190)

Cabinet Member: All

Contact Officer: Colm Ó Caomhánaigh, Committee Officer Tel: 07393 001096

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

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

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

Councillors declaring interests

General duty

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

What is a disclosable pecuniary interest?

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

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

Declaring an interest

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

Members' Code of Conduct and public perception

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

Members Code – Other registrable interests

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

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

Other registrable interests include:

- a) Any unpaid directorships

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

Members Code – Non-registrable interests

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

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

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

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

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

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

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CABINET

MINUTES of the meeting held on Tuesday, 23 May 2023 commencing at 2.00 pm and finishing at 3.50pm

Present:

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

Other Members in Attendance:

Councillors Ted Fenton, Damian Haywood, Mark Lygo, Kieron Mallon, and Liam Walker

Officers:

Whole of meeting: Martin Reeves, Chief Executive, Stephen Chandler, Executive Director (People), Lorna Baxter, Director of Finance, Anita Bradley, Director of Law & Governance and Monitoring Officer, Chris Reynolds, Committee Officer.

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

57/23 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies for absence were received from Councillor Phillips.

58/23 DECLARATIONS OF INTEREST

(Agenda Item. 2)

There were no declarations of interest.

59/23 MINUTES

(Agenda Item. 3)

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

60/23 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

See Annex.

61/23 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

6 Cabinet response to report from People Overview and Scrutiny Committee– Home to School Transport Working Group

Annalisa Miller
Jo Evelyn

10 Air Quality Strategy

Peter West

62/23 CABINET RESPONSE TO REPORT FROM PEOPLE OVERVIEW AND SCRUTINY COMMITTEE - HOME TO SCHOOL TRANSPORT POLICY WORKING GROUP

(Agenda Item. 6)

Cabinet had before it a report and recommendations from the Home to School Transport Working Group which had been established to consider:-

- (a) the Home to School Transport Policy and the options for any changes to the policy;
- (b) the impact on carbon emissions of any change in policy;
- (c) the equalities implications of any changes

The provision of Home to School Transport for eligible children was a statutory duty for local authorities. The Council determines and reviews its policy that applies to providing home to school transport for children of compulsory school age and also its Post 16 transport policy statement that applies to young people of sixth form age.

Jo Evelyn addressed the Cabinet regarding concerns on the future proposals for the "Spare Seats" scheme. Ms Evans considered that the proposals were not sustainable in the long term and referred to examples where the

alternative provision proposed by certain schools were inadequate and unaffordable for the families affected.

Annalisa Miller also addressed the Cabinet on the proposals in the report. Ms Miller expressed concerns that the report did not provide details of specific costs of the “spare seats” scheme and savings that would be achieved by the changes to the policy.

The Executive Director (People) responded to the comments made by the members of the public. He explained that the reforms to the policies concerning school transport would take time to progress and would take into account the needs of specific families. He gave an assurance that there would be ongoing discussions to find suitable solutions in individual cases.

The Chair thanked Cllr Graham and members of the Working Group for their report and recommendations. She referred to the need for ongoing work to review these recommendations and the Council’s future policies on school transport taking into account the issues affecting specific schools.

Councillor Brighthouse, Cabinet Member for Children, Education and Young People’s Services, also responded to concerns expressed by residents and said that she recognised that communications on the changes to the “Spare seats” scheme had caused concern for number of families. She reiterated that the Council was working hard to identify solutions affecting those families, particularly in two specific schools where alternative transport provision was being considered.

Councillor Andy Graham, Chair of the Working Group, addressed the Cabinet and referred to the immediate short-term issues that had been identified in this review, particularly concerning certain schools. He suggested that the Cabinet would need to consider the wider longer-term issues in discussion with local transport providers.

Councillor Brighthouse moved and Councillor Gant seconded the recommendations in the report, and they were approved.

RESOLVED to approve the recommendations of the Home to School Transport Working Group set out in paragraph 7 of the report.

63/23 REPORTS FROM SCRUTINY COMMITTEES

(Agenda Item. 7)

Councillor Kieron Mallon, Chair of the Place Overview and Scrutiny Committee, introduced the report “Future of the Retail Sector and the High Street” which summarised the Committee’s consideration of the issues affecting the local economy and the creation new retail sector job opportunities in the County.

The Committee received presentations from the Oxfordshire Local Enterprise Partnership (OxLEP), the Banbury Business Improvement District (Banbury BID) and officers from the Council and agreed recommendations which Councillor Mallon outlined.

Councillor Duncan Enright, Cabinet Member for Travel and Development Strategy, thanked the Scrutiny Committee for its work and referred to the Council's objectives for area travel plans included within the Transport and Connectivity Plan, which would seek to encourage the regeneration of town centres and retail sites. He suggested that the report should be shared with the District Councils in the County to assist with ongoing joint working on these initiatives.

Cabinet will formally respond to the Scrutiny Committee in due course.

64/23 FINANCIAL MANAGEMENT REPORT 2023/24

(Agenda Item. 8)

Cabinet had before it a report which set out details of funding notified to the Council since the 2023/24 budget was agreed as well as other changes and risks which would need to be managed in 2023/24 and in the context of the Medium Term Financial Strategy. It also included an update on funding for the Early Intervention programme which was part of the 2023/24 budget for High Needs.

Councillor Calum Miller, Cabinet Member for Finance, introduced the report. He highlighted the additional funding which provided an overall improvement in the Council's financial position and outlined how these funds would be allocated and the virements proposed in the report.

Councillor Miller moved and Councillor Brighthouse seconded his recommendations in the report, and they were approved.

RESOLVED to

- a) agree the virements in Annex 1a and supplementary estimate request in Annex 1c and note the virements in Annex 1b.**
- b) note the additional one-off funding of £5.0m in 2023/24, notified since the budget was agreed by Council on 14 February 2023.**
- c) noting the inflation and demand pressures contributing to the forecast overspend of £14.4m set out in the Business Management & Monitoring Report to Cabinet in March 2023, agree to top up general balances to the 2023/24 risk assessed level of £30.2m depending on the year end position for 2022/23.**
- d) agree to transfer the remaining additional funding expected for 2023/24 to the corporate contingency budget.**
- e) agree the update to High Needs DSG budgets following the Education and Skills Funding Agency's approval of the transfer of £2.3m funding from the Schools Block to High Needs.**

65/23 PROPOSAL FROM OUFC TO OCC AS LANDOWNER: ARRANGEMENTS FOR ENGAGEMENT

(Agenda Item. 9)

Cabinet had before it a report which provided an update on work underway, feedback from stakeholder meetings held to date and the plans for the second phase of public engagement regarding the use of a parcel of land known as 'Land to East of Frieze Way / South of Kidlington Roundabout or the triangle' for the development of a new stadium for Oxford United Football Club (OUFC).

Councillor Miller, Cabinet Member for Finance, introduced the report. He referred, in particular, to current progress with the project, the feedback from stakeholder meetings held to date and the plans for the second phase of public engagement.

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

RESOLVED to:-

- (a) **note the progress set out in the report below.**
- (b) **note the feedback from the stakeholder meetings held during April and May 2023 (annex 1).**
- (c) **amend the seven strategic priorities following stakeholder feedback as set out in paragraph 15 below.**
- (d) **agree the approach to the second phase of public engagement as set out in annex 2.**

66/23 OXFORDSHIRE COUNTY COUNCIL AIR QUALITY STRATEGY

(Agenda Item. 10)

Cabinet had before it a report which provided an overview of the Oxfordshire County Council Air Quality Strategy. It summarised the background to the strategy, development process and content of the strategy.

Peter West addressed the Cabinet and referred to Item 31 of the "*Oxfordshire County Council Air Quality Strategy Route Map*" which stated that the council should: "*work with a range of data sources to understand the air quality impacts of LTNs and take action to mitigate any negative impacts identified.*" He considered that the council did not understand the implications of the negative impacts or chose to ignore them.

Mr West gave a number of examples including the Cowley and East Oxford LTNs and in Headington where illegal NO₂ levels on roads adjacent to LTNs were not being taken into account by the Council and said that that air quality monitors had been installed in the wrong places. Mr West asked that Council respond to his questions which raised concerns that the objectives within the Council's Air Quality Strategy were not being applied in certain of its projects.

Councillor Pete Sudbury, Cabinet Member for Climate Change Delivery and Environment, introduced the report. He referred to the importance of public health as key priority within the Council's policies and outlined how the Air Quality Strategy would be a key element in delivering these objectives.

During discussion, members made the following points:-

- The Council was not ignoring air quality monitoring data. The results of data collection exercises would form part of report for full consideration by the Cabinet in due course
- The Headington LTN scheme was not being progressed at the current time.
- The Council recognised issues concerning air quality in specific areas of the County due to traffic congestion
- The Air Quality Strategy would help deliver transport and place planning policies across the County
- The importance of working with partners including district councils and community initiatives

Councillor Sudbury moved and Councillor O'Connor seconded the recommendations, and they were approved.

RESOLVED to approve the Oxfordshire County Council Air Quality Strategy and Route Map for launch on Clean Air Day (15th June 2023).

67/23 OXFORDSHIRE LOCAL NATURE RECOVERY STRATEGY

(Agenda Item. 11)

Cabinet had before it a report on the proposed governance structure for the Oxfordshire Local Nature Recovery Strategy (LNRS)

The Environment Act 2021 introduced a requirement to produce Local Nature Recovery Strategies (LNRS). LNRS would be spatial strategies that established priorities and mapped proposals for specific actions to drive nature's recovery and provide wider environmental benefits.

The County of Oxfordshire had been identified as a geographical area for an LNRS, and Oxfordshire County Council had accepted a nomination from the Department of Environment Food and Rural Affairs (DEFRA) to be the provisional Responsible Authority to lead production of the Oxfordshire

LNRS in March 2022. The Council expected to be formally appointed Responsible Authority in May 2023.

Councillor Pete Sudbury, Cabinet Member for Climate Change Delivery and Environment introduced the report. He paid tribute to the work of Beccy Micklem, Principal Biodiversity Officer, in developing this strategy and commented, in particular on the joint working with partners and the financial provision.

Members welcomed the introduction of the LNRS and, during discussion, the following points were made:-

- There would be a need to ensure ongoing financial provision in the long term
- The strategy would have a significant impact on a range of Council policies
- The importance of the natural environment and biodiversity in Oxfordshire and the opportunity for the Council, as lead authority, to work with a range of partners in delivering positive outcomes from the strategy including the Oxfordshire Local Nature Partnership
- There should be more involvement from schools in the delivery of the strategy, particularly in view of their land assets
- The Council should consider other types of engagement including with organisations such as the Universities

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

RESOLVED to:-

- a) note Oxfordshire County Council's anticipated appointment as Responsible Authority for the Oxfordshire Local Nature Recovery Strategy**
- b) approve the Governance Structure for the Oxfordshire Local Nature Recovery Strategy**

68/23 APPOINTMENTS 2023/2024

(Agenda Item. 12)

Cabinet had before it a report recommending member appointments to a variety of bodies which, in different ways, supported the discharge of the Council's executive functions. The report reflected the basis on which appointments to the respective bodies had been made in the past and, subject to any adjustments that may be considered appropriate, invited the Cabinet to agree arrangements for filling the councillor places on those bodies

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

RESOLVED to agree the appointments to the bodies set out in the Annex to the report subject to the following amendments:-

- a) Future Oxfordshire Partnership Infrastructure Advisory Group – the appointee should read Duncan Enright instead of Liz Leffman” Councillor Leffman was Chair of the Advisory Group and therefore a member of the Group in that capacity. Councillor Enright would take the position of OCC representative.**
- b) Additional appointment – “Champion for Future Generations” – Cllr Charlie Hicks.**
- c) “Champion for Mental Health and Loneliness” - to be appointed.**
- d) County Councils Network – Cllr Michael O’Connor to replace Cllr Mark Lygo**

69/23 CAPITAL PROGRAMME APPROVALS - MAY 2023

(Agenda Item. 13)

Cabinet had before it a report setting out change requests requiring Cabinet approval that would be incorporated into the agreed programme and included in the next update to the Capital Programme in July 2023.

Councillor Miller, Cabinet Member for Finance, introduced the report and explained the reasons for the proposed changes to the capital programme.

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

RESOLVED to:-

- a) approve the revised budget provision of £11.2m for Wantage Eastern Link Road (Section 3).**
- b) approve the addition £2.7m road safety works in the vicinity of RAF Barford St John and RAF Croughton to the capital programme.**
- c) approve the addition of £4.0m of the £5.0m pipeline funding agreed in February 2023 to the capital programme to support the Vision Zero Delivery Programme.**
- d) approve the revised budget provision of £23.1m for the delivery of the new secondary school at Grove Airfield.**

- e) **approve the revised budget provision of £9.3m for the completion of works at Blessed George Napier School, Banbury.**
- f) **approve the addition of £0.8m to the programme to create an Energy Efficiency Recycling Fund for Oxfordshire County Council Maintained Schools.**

70/23 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 14)

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

RESOLVED to note the items currently identified for forthcoming meetings.

71/23 A40 ACCESS TO WITNEY - COMPULSORY PURCHASE ORDER

(Agenda Item. 15)

Cabinet had before it a report recommending approval of a Compulsory Purchase Order and Side Roads Order for the Access to Witney traffic scheme.

The scheme would provide new west-facing slip roads onto the A40 at Shores Green and new walking and cycling facilities on the B4022 and alongside the A40. The benefits included reduced traffic flow, reduced traffic delays and improved air quality within Witney town centre, improved connectivity, enhancements to active travel provision and safety, and support for residential and economic development in Witney.

Councillor Duncan Enright, Cabinet Member for Travel and Development Strategy, introduced the report. He gave examples of the benefits that would be delivered from the scheme and answered a number of members' questions.

During discussion, members welcomed the introduction of the scheme and the positive outcomes that would be realised for communities in Witney.

RESOLVED to:

- a) **confirm that the acquisition of the land identified on the map attached to this report (Annex B) ("the Order Map") being the map accompanying The Oxfordshire County Council (Highways Infrastructure – A40 Access to Witney) Compulsory Purchase Order 2023 ("the CPO") is necessary for highway purposes;**

- b) **approve the CPO, the Order Map, The Oxfordshire County Council (Highways Infrastructure – A40 Access to Witney) (Side Roads) Order 2023 (“the SRO”), the plan accompanying the SRO (“SRO Plan”) all substantially in the form annexed to this report but to delegate to the Director of Transport and Infrastructure following consultation with the Director of Law & Governance, authority to modify them as necessary;**
- c) **authorise the Director of Law & Governance to make The Oxfordshire County Council (Highways Infrastructure – A40 Access to Witney) Compulsory Purchase Order 2023 pursuant to Sections 239, 240, 246 and 260 of the Highways Act 1980 (as amended) and Part II and III of Schedule 2 and Schedule 3 to the Acquisition of Land Act 1981 for the purpose of acquiring the land and interests shown on the Order Map and described in the Schedule to the CPO (or such lesser area of land should this in his opinion be appropriate) to facilitate the improvement of the A40 by the construction of two new west facing slip roads and other necessary related highway improvement works and mitigation on such land and to affix the Common Seal of the Council to the CPO and to the Order Map;**
- d) **authorise the Director of Law & Governance to make The Oxfordshire County Council (Highways Infrastructure – A40 Access to Witney) (Side Roads) Order 2023 pursuant to Section 14 of the Highways Act 1980 (as amended) to enable the stopping up of highways and the alteration and improvement of existing highways, and giving authority to the acquisition of necessary land pursuant to the CPO and to affix the Common Seal of the Council to the SRO and to the SRO Plan;**
- e) **authorise the Director of Law & Governance to remove from the CPO any plot (or interest therein) no longer required to be acquired compulsorily, to amend the interests scheduled in the CPO (if so advised) and to request that the Secretary of State makes any modifications to the CPO prior to confirmation as may be appropriate;**
- f) **approve the draft Joint Statement of Reasons (Annex A) for the CPO and the SRO, substantially in the form annexed to this report, but to Authorise the Director of Law & Governance to amend and finalise the draft Joint Statement of Reasons as necessary prior to its submission to the Secretary of State;**
- g) **authorise the Director of Law & Governance to advertise the making of the CPO and the SRO and to submit the CPO and SRO to the Secretary of State for Transport for confirmation, together with authorising the Director of Law & Governance to take all other relevant action thereon to promote the confirmation and/or publication of the CPO and the SRO;**

- h) in the event that any Public Inquiry is convened to consider objections to the CPO and/or SRO and/or planning application (by way of a call-in decision), to authorise the Director of Law & Governance, in consultation with the Director of Transport and Infrastructure to prepare and submit such evidence as is necessary in support of the CPO and/or SRO and/or planning application, including enlisting the assistance of outside consultants, legal advisors and Counsel to assist in the preparation and presentation of such evidence.**
- i) as soon as the CPO and the SRO have been confirmed and become operative, to authorise the Director of Law & Governance to comply with all associated requirements in respect of personal, site and press notices of confirmation and to make, seal and give notice of a General Vesting Declaration (or declarations where more than one is required) under the Compulsory Purchase (Vesting Declarations) Act 1981 and/or to serve Notices to Treat and Notice of Entry in respect of those properties to be acquired compulsorily;**
- j) authorise the Director of Transport and Infrastructure in consultation with the Director of Law & Governance to negotiate terms with interested parties for the purchase by agreement or payment of compensation in accordance with the Compensation Code in respect of any interests or rights in or over any land included in the CPO and, where appropriate, to agree terms for relocation;**
- k) authorise the Director of Property in consultation with the Director of Law & Governance to complete the acquisition of such interests or rights and execute their legal transfer to the Council;**
- l) in the event that compensation for the acquisition of land cannot be agreed between the relevant parties, to authorise the Director of Law & Governance to make a reference to the Upper Tribunal (Lands Chamber) for determination of such compensation together with such other questions as may be necessary to determine, including the engagement of appropriate external legal advisors and surveyors and other experts, as required; In the event that any question of compensation in relation to the acquisition of land is made by way of a reference to the Upper Tribunal (Lands Chamber) (whether by the claimant or the Council), to authorise the Director of Law & Governance to take all necessary steps in relation thereto, including advising on the appropriate uses and compensation payable and issuing the appropriate certificates;**

- m) be notified of the Statutory Blight regime that requires the Council to respond to claims for Statutory Blight pursuant to Part V, Chapter II and Schedule 13 of the Town and Country Planning Act 1990 (as amended);**
- n) in respect of Statutory Blight, delegate authority to the Director for Property Services in consultation with the Director of Law & Governance to agree appropriate terms in accordance with statutory provisions; and**
- o) underwrite the Scheme costs up to a figure of £6.638m and to forward fund any unsecured and/or conditional developer contributions to the Scheme (as may be secured through planning obligations pursuant to Section 106 of the Town and County Planning Act 1990 (as amended)) up to this underwritten sum, as may be necessary in order to enable the Scheme to have certainty of funding and so as not to create any untimely delay in Scheme delivery.**

.....in the Chair

Date of signing

ITEM 4 – QUESTIONS FROM COUNTY COUNCILLORS

Questions	Cabinet Member
<p>1. COUNCILLOR CHARLIE HICKS</p> <p>It appears that Oxfordshire County Council has not received any funding in the latest round of Active Travel Funding from Active Travel England. If true, this is clearly hugely disappointing. Does the Cabinet Member know why?</p> <p>Does he believe, as I do, that this offers us an opportunity to pause, consider and improve our active travel delivery capacity as a council, both in regard to the amount of internal officer capacity we have focused solely on active travel and the amount of our own discretionary Capital Budget we spend on active travel, so that we can (a) continue delivering on our ambitious active travel plans without delay and (b) show Active Travel England that Oxfordshire County Council is ambitious, capable and worth giving central government funds to?</p>	<p>COUNCILLOR ANDREW GANT, CABINET MEMBER FOR HIGHWAY MANAGEMENT</p> <p>We are very disappointed that Active Travel England (ATE) did not award Oxfordshire County Council any funding for Active Travel Tranche 4. We are seeking an urgent meeting to understand why this is the case and in what way the bid was considered unworthy of funding</p> <p>We believe that our ATF4 bid was ambitious and in line with both Active Travel England criteria and our ambitions to transform Oxfordshire levels of walking and cycling as set out in the relevant LCWIPs and our Active Travel Strategy. However, we are seeking more specific understanding in what ways each of the funding bids were considered unsuitable so that we can ensure that future bids are more successful.</p>

Questions	Cabinet Member
<p>2. COUNCILLOR DAMIAN HAYWOOD</p> <p>With the failure of our bid for ATF4 funds. How do we ensure our bids are better in the future?</p>	<p>COUNCILLOR ANDREW GANT, CABINET MEMBER FOR HIGHWAY MANAGEMENT</p> <p>We are requesting an urgent meeting to understand what ways each of the funding bids were considered unsuitable so that we can ensure that future bids are more successful. As we feel our ATF4 bid was ambitious and in line with both Active Travel England criteria and our ambitions to transform Oxfordshire levels of walking and cycling as set out in the relevant LCWIPs and our Active Travel Strategy.</p>

**BUSINESS MANAGEMENT AND MONITORING REPORT
ANNUAL REPORT AND PROVISIONAL REVENUE OUTTURN 2022/23**

Report by the Director of Finance

RECOMMENDATION

1. The Cabinet is RECOMMENDED to

- a. To note the annual Performance Report for 2022/23.
- b. To note the summary of the provisional year - end financial position for 2022/23 along with the year-end position on general balances and earmarked reserves as explained in Annex B.
- c. To note the virements set out in Annex B-2.
- d. To agree that the £1.0m surplus on the On-Street Parking Account at the end of the 2022/23 financial year, that has not yet been applied to fund eligible expenditure in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, can be carried forward to the 2023/24 financial year as set out in Annex B-3c.
- e. to approve the creation of a new reserve to hold £0.5m income relating to the Zero Emissions Zone in Oxford for future use.

Executive Summary

2. This report presents the council's annual performance report and provisional year - end finance position for 2022/23.
3. The Council recognises the importance of timely, accurate and accessible performance and budget management information as part of its commitment to both transparency and demonstrating efficiency and effectiveness.
4. This annual report reflects the end of year position against the corporate priorities, and budget documents supporting the ambitions and priorities. The Strategic Plan agreed by Council in February 2022 set out the Council's ambitions for 2022/23.
5. The Strategic Plan, Medium Term Financial Plan, Outcomes Framework and previous business management reports, can be found on the council's website.
6. This report summarises the performance over the last financial year. Further information is provided in the following annexes:
 - a. Annex A: Annual performance report 2022/23
 - b. Annex B: Provisional revenue outturn 2022/23

Performance Overview

7. The Outcomes Framework 2022/23 set out the golden thread of key performance

indicators and progress measures supporting the overarching nine strategic priorities and running the business priority.

8. The bi-monthly business management and monitoring reports included progress updates supporting the nine strategic priorities, overarching indicators which comprised of over 100 key performance indicators and progress measures.

End of year 2022/23 performance summary:

9. The end of financial year performance indicators are reported as follows:

Green	Amber	Red	Data monitoring	Total
62 (57%)	15 (14%)	14 (13%)	18 (16%)	109

Table 1 – End of year performance summary for 2022/23

This represents a good outcome of the measures and indicators supporting the overarching priorities for the financial year with:

- 71% either above target or very close to it
- 13% below target

10. The annual report reflects the highlights and achievements over the last 12 months against the priorities of the council. The annual report captures the response to the cost of living crisis and the migration support; the significant impact on the services we deliver; how we coordinated and supported the delivery of services.

11. Included below are some highlights that services have delivered during 2022 / 2023. Please refer to the Annex A: Annual report 2022 / 2023 for the full overview of how services have delivered against our nine priorities and our response to the cost of living crisis and provided migration support.

12. Through our continued commitment to the **Climate emergency**, we have modified and upgraded 141 homes through energy efficient measures for those living in fuel poverty.

13. As part of our commitment to **tackling inequality across Oxfordshire** together with local authority partners and the Oxfordshire Local Enterprise Partnership, we launched climateactionoxfordshire.org.uk, a website providing ideas and advice about how individuals, families and businesses can reduce carbon emissions and save money.

14. **Health and Wellbeing priority.** We commissioned health partners to deliver 9,629 free NHS health checks for those aged between 40 and 74. We launched 'You Move', a bespoke programme offering free or heavily subsidised activities to children in receipt of free school meals to help families get active with than 3,000 individuals and 800 families registered in the first four months of the scheme.

15. Supporting **carers and the social care** system through our transformation programme – **the Oxfordshire Way** – we bucked national trends for adult social care assessments, care and reviews, achieving a 24 per cent decrease in the number of people on waiting lists and a 33 per cent reduction on April 2021 waiting times. We supported the opening of 3 extra care housing schemes in Chipping

Norton, Didcot and Wallingford, with 235 homes created to enable people to live independently whilst having access to care.

16. As part of our **Transport** priority. We supported the introduction of **159 battery electric buses** to make public transport more accessible and reduce emissions. We also delivered **20mph schemes in 41 villages and towns** across the county to make our roads safer.
17. Some of the achievements supporting **Nature and Green Spaces** have accomplished include **clearing 329km of vegetation** to improve the county's public rights of way network. We **planted 450 trees** along highways across the county — the first time in over 10 years that tree planting has been delivered by the county council. As part of the Queen's Green Canopy initiative **559 trees were presented to new citizens and 1,335 trees were donated** on their behalf and will be planted in Oxfordshire.
18. As part of the priority **Creating opportunities for children and young people to reach their full potential**, we created 300 additional secondary pupil places, 560 additional primary pupil places, 106 full time equivalent additional nursery places, and **28 additional Special Educational Needs places**. We secured £5.2m in government grant funding to develop four children's homes in Oxfordshire.
19. As part of our priority **Playing a part in vibrant and participatory local democracy** we enabled people of all ages to address our council and cabinet meetings, welcoming 140 public speakers, 13 public questions and 12 petitions. We hosted three Oxfordshire Conversations Q&A events, with 122 attendees, enabling residents to quiz cabinet members about the issues that matter most to them.
20. Through **Working with local businesses and partners** The Oxfordshire Business and Intellectual Property Centre opened at the Westgate Library in May 2022, with new facilities and resources to support local entrepreneurs and businesses. The inclusive employment scheme run by County Print Finishers in partnership with White Brothers supported **18 employees and Oxfordshire employment's Wood to Work initiative**, delivered in partnership with Ways into Work and Oxford Wood Recycling, provided occupational support to 17 people accessing work for the first time or returning to work.
21. **Migration Support** working with Asylum Welcome, we increased the number of community liaison officers across the county to support new guests on arrival, identify their needs and advise them about housing, education, and health options. We also supported **over 550 asylum seekers and asylum-seeking children** staying in Home Office commissioned hotels.

Financial Management

Summary of the Council's financial position at the end of 2022/23

22. This report provides a summary of the provisional year - end financial position for 2022/23
23. The information in this report will be used to compile the Council's Statement of Accounts for 2022/23. The audit of the 2021/22 accounts began in January 2023 and is still in progress due a variety of complex factors arising from audit delays

in previous years. Ernst and Young, the Council's external auditor, are expected to carry out their 2022/23 audit in early 2024. It is possible that changes may be made to the accounts during this period which may alter the position presented within this report.

24. At the end of 2022/23, there was an overspend of £21.6m (4.1%) against the final directorate budget and a net underspend of £9.6m on budgets and funding held centrally. The combined overspend after taking account of additional business rates funding is £13.4m. The final position compares to a forecast directorate overspend of £22.4m based on the position as at the end of January 2023 and an overall forecast overspend of £14.4m. The table on the next page summarises the final position compared to the Net Operating Budget for 2022/23 agreed by Council in February 2022. This is made up of directorate spend plus budgets and funding held centrally and is funded by council tax and business rates income.
25. As explained in the Business Management & Monitoring Reports during the year the final position for 2022/23 reflects the impact of increases in the level of demand for children's social care and a lack of suitable care placements available in the system as well as inflationary pressures across the council's services. Action has been taken to manage and mitigate this in 2022/23 and the on-going impact in 2023/24 and over the medium term was considered through the Budget & Business Planning Process for 2023/24.

	Final Budget 2022/23 £m	Net Expenditure 2022/23 £m	Variance March 2023 £m	Variance March 2023 %	Variance January 2023 £m
Directorate Budgets:					
Adult Services	215.6	218.5	2.9	1.3%	4.9
Children's Services	153.7	172.9	19.2	12.5%	17.1
Environment & Place	63.9	60.8	-3.1	-4.8%	-2.1
Public Health	3.7	3.4	-0.3	-8.5%	-0.3
Community Safety	25.0	25.0	0.0	0.0%	0.0
Customers, Culture & Corporate Services	64.2	67.1	2.9	4.5%	2.8
Total Directorate Budgets	526.1	547.7	21.6	4.1%	22.4
Budgets Held Centrally:					
Capital Financing Costs	26.1	24.0	-2.1	-8.2%	0.0
Interest on Balances	-13.0	-13.3	-0.3	-2.4%	-2.4
Contingency	1.9	0.9	-1.0	-51.8%	-1.1
Un-ringfenced Specific Grants	-37.2	-37.2	0.0	0.0%	0.0
Insurance	1.4	1.4	0.0	0.0%	0.0
Contribution from COVID-19 reserve	-9.6	-10.8	-1.2	-13.3%	-1.0
Contributions to reserves	24.9	25.6	0.7	2.9%	0.0
Budgeted Contributions to/from balances	-0.2	-0.2	0.0	0.0%	0.0
Total Budgets Held Centrally	-5.7	-9.6	-3.9	68.4%	-4.5
Net Operating Budget	520.4	538.1	17.7	3.4%	17.9
Business Rates & Council Tax Funding	-520.4	-524.7	-4.3		-3.5
Total Year End Position	0.0	13.4	13.4	2.6%	14.4

Table 2

26. The end-year position includes the delivery of 43% of the planned directorate savings of £17.8m built into the 2022/23 budget. Where savings have not been delivered these have been mitigated or offset by other underspends to form part of the directorate variation summarised in the table above. Further information about the achievement of savings is included in Annex B. Action is being taken to ensure that directorates manage services within agreed budgets for 2023/24. As part of that any planned savings not delivered in 2022/23, where the on-going impact was not adjusted through the 2023/24 Budget & Business Planning Process, will need to be achieved in 2023/24 as well as new changes agreed in February 2023. Updates will be included as part of the Business Management & Monitoring Reports for 2023/24.

27. The risk assessed level of balances for 2022/23 was £28.9m. After taking account of planned changes and the £13.4m overspend, general balances will reduce to £22.6m. This is £6.3m below the risk assessed level for 2022/23 and £7.6m below the £30.2m risk assessed level for 2023/24 agreed as part of the 2023/24 budget

in February 2023. While balances have reduced, the prudent level of funding available, as well as on-going contingency budget, has allowed the council to sustain services despite the unexpected inflationary and demand pressures experienced during 2022/23.

28. Funding of £6.8m estimated to be required to top balances up to the risk assessed level for 2023/24 was included in the budget for 2023/24. Since the overspend is higher than assumed when the budget was set £0.8m funding needs to be added to top up to the risk assessed level. This will be funded from the £5.0m additional Business Rates and Council Tax funding noted in the Financial Monitoring Report to Cabinet in May 2023. The remaining balance of £4.2m will be added to contingency, as agreed by Cabinet in May 2023.
29. Earmarked reserves, of which over 95% are expected to be used for specific planned purposes, totalled £202.7m at 31 March 2023. The increase of £19.1m compared to the £183.6m balance as at 1 April 2022 includes of £15.3m in planned net contributions to/from reserves plus £3.8m for other net changes during the year including the addition of unspent funding for the Homes for Ukraine scheme. Budgeted contributions to reserves included: Budget Priorities Reserve (£9.5m), Budget Equalisation Reserve (£2.7m) and Demographic Risk Reserve (£4.0m), prudential borrowing reserve (£7.5m). £8.4m was agreed to be drawn down from the COVID-19 reserve as part of the 2022/23 budget agreed in February 2022.
30. The Grants and Contributions Reserve holds underspends on ringfenced grant funding which need to be used in accordance with the grant conditions in future years. Almost half of the £37.0m balance at 31 March 2023 relates to £16.8m grant funding for the Homes for Ukraine scheme that has not been required to be spent by the end of 2022/23 and £2.1m funding for education costs relating to the scheme. This funding will be used to support the on-going cost of the scheme in Oxfordshire in future years.
31. Funding held in the COVID-19 Reserve as at 1 April 2022 was £26.2m. Calls on the reserve in 2022/23 included £8.4m funding for directorate pressures agreed as part of the 2022/23 budget, £1.0m agreed to be used to offset pressures in Children's services on the basis that some of the additional cost and activity for Children we Care For was driven by the on-going impact of the COVID-19 pandemic and further calls totalling £1.4m agreed during 2022/23.
32. The balance held in the reserve as at 31 of March 2023 is £15.4m. As agreed in the 2023/24 budget and Medium Term Financial Strategy £13.4m is planned to be used to fund COVID-19 related pressures in future years. The uncommitted balance of £2.0m is available to support further COVID-19 related pressures on a one-off basis.
33. The total deficit transferred to the DSG reserve at the end of 2022/23 was £10.0m. This consists of an overspend of £11.3m on High Needs, offset by a £1.1m underspend on Early Years, and other minor adjustments. The addition of the deficit for 2022/23 increases the net negative balance held in the reserve to £33.6m. Within the overall total, which also includes positive balances held for Early Years and other purposes, the total unusable High Needs deficit has increased from £29.8m at 1 April 2022 to £41.1m at 31 March 2023.
34. The Council received £457.2m of government grants during 2022/23 of which, £99.5m were un-ringfenced and £357.7m were ringfenced. £21.9m of the

ringfenced funding will be carried forward for use in future years, in line with the terms and conditions of the individual grants.

35. Further details and commentary explaining both the directorate positions variations on budgets held centrally are provided in Annex B.

Financial Implications

36. This report sets out the financial position for the council as at 31 March 2023. While action was taken as part of the 2023/24 Budget & Business Planning Process to ensure that balances could be topped up to the risk assessed level and to fund on-going inflationary and demand pressures, strong financial management and oversight will be required to ensure that services are managed within budgets for 2023/24.

Comments checked by: Lorna Baxter, Director of Finance

Legal Implications

37. The Council's constitution at Part 3.2 (Budget and Policy Framework) 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.
38. 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 the performance, risk and finance position for the Council as at 31 March 2023 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 Director of Finance	
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Contact Officers:

Louise Tustian, Head of Insight and Corporate Programmes

Kathy Wilcox, Head of Financial Strategy

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GREENER

FAIRER

HEALTHIER

2022 - 2023

ANNUAL REPORT



**Working in
partnership to make
Oxfordshire a greener, fairer
and healthier county.**





FOREWORD

Welcome to Oxfordshire County Council's annual report, providing an overview of our performance and key achievements from April 2022 to March 2023.

Our vision is to make Oxfordshire a greener, fairer and healthier county, and this is centred around strong local communities, healthy places to live and a zero-carbon economy that benefits everyone.

Including everyone lies at the heart of our vision. This means providing inclusive services with equal access for all; working with communities to tackle disadvantage, inequality, public health and care issues; and providing an inclusive workplace with equality of opportunity. We want to enable people across the county to be happy, healthy, safe and successful, from getting the best start in life to ageing well and remaining as independent as possible for as long as possible.

We also want to ensure that our decision-making process is inclusive and open to scrutiny. We are making it easier for

communities to make their views known on the issues that matter to them so that as many voices as possible are heard.

Tackling climate change underpins all we do. The climate emergency is the biggest challenge the planet faces and we are committed not only to reaching our own net zero target as a council by 2030 but to enabling Oxfordshire to be carbon neutral by 2050 at the latest.

Our strategic plan 2022 - 2025 sets out our nine cross-cutting priorities (see page 5) and details how we will deliver our vision and commitments. Our organisational values – always learning; be kind and care; equality and integrity in all we do; taking responsibility; and daring to do it differently – help us deliver these priorities.

Our budget, set in February 2023, also supports the continued delivery of our plan, which is reviewed annually, and allows us to both invest in our priorities and meet our demand pressures for the year ahead. With our ambitious plans and a rapidly changing

external environment, our priorities may change in the future in line with our principles and the needs of our residents.

As your council, it is our job to provide services such as social care for adults and children – which accounts for around half our spend – fire and rescue, highway maintenance, libraries, registration (births, deaths, and marriages), education and trading standards. Our annual report highlights examples of this important work and progress against our priorities, including the support we have provided to residents during the cost of living crisis and to refugee and asylum-seeking guests.

Thank you for taking the time to read this report. As we look forward to 2023 - 24, we will continue to ensure that we provide the greatest opportunities possible for every resident to live their best life.

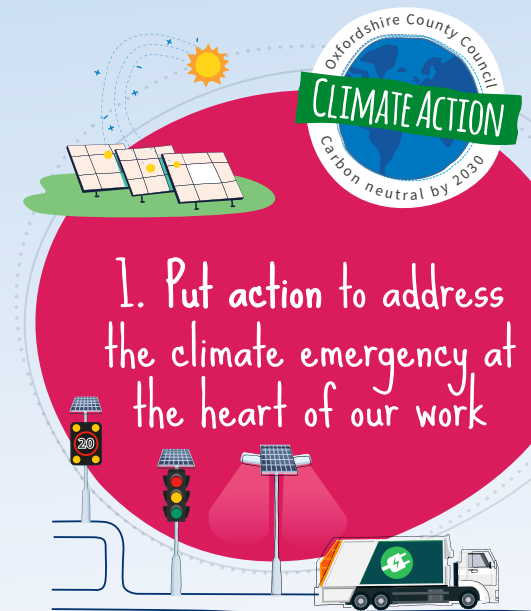


Councillor Liz Leffman
Leader of Oxfordshire County Council

OUR NINE PRIORITIES

Our vision:

TO LEAD POSITIVE CHANGE BY
WORKING IN PARTNERSHIP TO
MAKE OXFORDSHIRE A GREENER,
FAIRER AND HEALTHIER COUNTY.



THE CLIMATE EMERGENCY



GREENER

Our strategic priority

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

Page 26

- We helped residents recycle and compost 58.2 per cent of our waste, making us the **top county in England for the ninth year in a row** (figures for 2021-22).
.....
- We were among 21 local and regional authorities to sign a letter pledging to go further than the UK government to **tackle the air pollution crisis**.
.....
- We **modified 141 homes** for those in fuel poverty to make their homes more energy efficient.
.....
- We delivered **£1.8m in funding to 74 businesses** across Oxfordshire to help them decarbonise.
.....
- We secured £856,000 of funding to **improve insulation and decarbonisation measures** at six locations, including five schools.
.....
- We deployed a **portable rapid electric vehicle charger** to help operate greener vehicles across council services.
.....
- We took part in a feasibility study which demonstrated that hydrogen fuel in conjunction with battery energy storage can **power a zero-emission fire engine**.
.....

- We transformed Broad Street in Oxford into a **welcoming public space** in the heart of the city, with a wider pedestrian area, seating and seasonal planting. The changes will remain in place until spring 2024.
.....



THE CLIMATE EMERGENCY

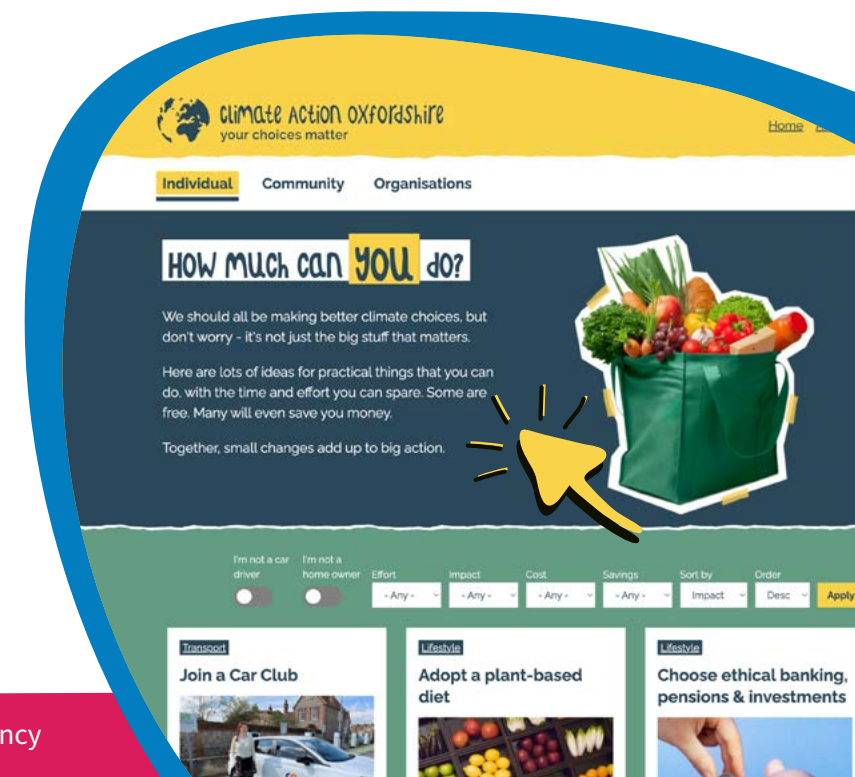
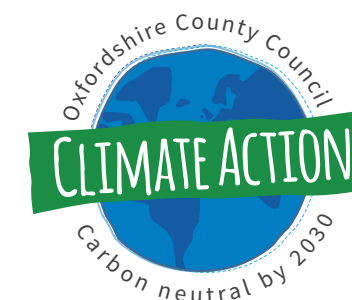


GREENER

Our strategic priority

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

- We launched **Action on Carbon Energy in Schools** - our support service to help schools take action on energy use and carbon emissions by offering a range of information and advisory services to maintained schools and academies, at no cost to the school.
.....
- Our carbon management plan to drive down the council's corporate carbon emissions was approved in May 2022. The plan aims to almost **halve our emissions by 2024-25**.
.....
- Together with local authority partners and the Oxfordshire Local Enterprise Partnership, we launched **climateactionoxfordshire.org.uk**, a website providing ideas and advice about how individuals, families and businesses can reduce carbon and save money.
.....
- We hosted a **water summit** in November 2022 to identify issues and solutions for water supply and demand in Oxfordshire and the south east.
.....
- We rolled out a **carbon literacy training programme** for our staff and councillors to identify actions in the workplace to reduce our carbon footprint.
.....



TRANSPORT

Our strategic priority

Invest in an inclusive, integrated and sustainable transport network



GREENER

- We delivered **20mph schemes** in 41 villages and towns across the county to make our roads safer.
.....
- We supported the introduction of **159 battery electric buses** to make public transport more accessible and reduce emissions.
.....
- We introduced the **bus enhanced partnership** with bus operators to help make bus services faster, more reliable and easier to access.
.....
- We launched our **Vision Zero programme** to eliminate all deaths and serious injuries from road traffic collisions in Oxfordshire by 2050.
.....

- The trial of **six traffic filters** in Oxford was approved by cabinet to help reduce bus journey times by at least 10 per cent and make walking and cycling safer.
.....

- We secured £10.4 million in government funding to **improve walking and cycling infrastructure** in Oxfordshire, and £520,415 from the government's Active Travel Capability Fund to **improve access to active travel options**.
.....

- We completed a range of major **infrastructure programmes** and **active travel schemes**, including road safety improvements to the A361, Science Vale cycling, and Bicester and Witney active travel.
.....



TRANSPORT

Our strategic priority

Invest in an inclusive, integrated and sustainable transport network

GREENER

- Work began on **Eynsham Park & Ride** to provide 850 new parking spaces for commuters and visitors. The site will include 24-hour security, cycle storage and electric vehicle parking bays.
.....

- We completed the rollout of hundreds of **electric vehicle charging points** in council-owned car parks in Oxfordshire. Since May 2021 a total of 250 charging points have been installed across the county.
.....

- We implemented **parking standards for new developments** to help determine the level of parking at new housing and employment developments and promote active and sustainable transport.
.....

- We adopted and are employing the **Implementing 'Decide & Provide': Requirements for Transport Assessments** document, which requires developers to refocus mitigation strategies away from providing more capacity for private cars in favour of more investment in public transport and active travel improvements.
.....

- We submitted responses to over **700 planning applications** on a range of transport, environmental, education and infrastructure issues to help ensure the best development outcomes across the county are achieved.
.....

- Our **trading standards officers** investigated hundreds of reports regarding HGVs inappropriately using weight-restricted roads and bridges, leading to over 60 prosecutions.
.....



NATURE AND GREEN SPACES



GREENER

Our strategic priority → Preserve and improve access to nature and green spaces

Page 28

- The council’s cabinet endorsed the **environmental policies statement**, which underlines our commitment to supporting climate action, adapting to the challenges created by climate change, and the importance of nature and the natural environment.
.....
- We ran a **community project with teenage girls** in East Oxford to understand how we can improve the design and management of parks and green spaces to make them more accessible and attractive.
.....
- We replaced **90 bridges**, and **repaired 41**, on the public rights of way network.
.....
- We **cleared 329km of vegetation** to improve the county’s public rights of way network.
.....
- We recorded over **8,000 hours of volunteer work** on the county’s 4,200km public rights of way network. This included installing gates and stiles, clearing vegetation, and repairing bridges and waymark paths.
.....
- We adopted a **verge and vegetation policy**, which commits to keeping footpaths and cycle paths clear of vegetation while preserving biodiversity.
.....
- We were allocated £150,000 in funding from the government’s **Woodland Creation Accelerator Fund** to kickstart tree planting activity by creating new green jobs that identify opportunities to deliver tree planting.
.....

GREENER

NATURE AND GREEN SPACES

Our strategic priority → Preserve and improve access to nature and green spaces

- We **planted 450 trees** along highways across the county — the first time in over 10 years that tree planting has been delivered by the county council.
.....
- As part of the Queen’s Green Canopy initiative **559 trees were presented to new citizens** and 1,335 trees were donated on their behalf and will be planted in Oxfordshire.
.....
- We used £70,000 from developments in north Oxfordshire to resurface a footpath at Adderbury Lakes, reconnect a historic bridleway in Upper Heyford, and complete the first phase of a bridleway ‘greenway’ route to Bicester.
.....
- We marked all 49 of our **roadside verge nature reserves** to help conserve habitats and existing species and protect biodiversity within the Oxfordshire landscape.
.....
- We supported the Oxfordshire Wildlife Sites Project to undertake wildlife surveys of 40 **local wildlife sites** and provide conservation management advice to owners of 44 sites.
.....



INEQUALITIES

Our strategic priority

Tackle inequalities in Oxfordshire



FAIRER

- We set up two groups for **young singers** in areas of disadvantage, which were free for young people to access.
.....

- In partnership with the NHS, we delivered home monitoring blood pressure kits to support people in the **10 most deprived wards** across Oxfordshire.
.....



- We worked with eight local communities to carry out research to better **understand health inequalities** and create action plans to influence health outcomes.
.....

- Together with NHS partners, we commenced the rollout of **Oliver McGowan Training** to train professionals in supporting and communicating with people with a learning disability or autism.
.....

- Our **home library service volunteers** provided a vital service to over 800 house-bound residents, who described it as 'an invaluable support' and 'a lifeline'.
.....

- We unveiled our **digital inclusion strategy** – developed with partners across the public, business and voluntary sectors – to ensure that people from all ages and backgrounds have access to digital services.
.....

- We donated 300 refurbished laptops to Getting Oxfordshire Online to **help vulnerable people get online**.
.....

- Together with local authority partners, community groups, farmers and businesses, we launched a **countywide food strategy** to make Oxfordshire's food system more sustainable, affordable and resilient. 40 organisations across the county have committed to address food poverty and insecurity.
.....

INEQUALITIES

Our strategic priority

Tackle inequalities in Oxfordshire

- We identified and addressed challenges facing **Oxfordshire's armed forces community**, including supporting the education of 3000+ service pupils, improving people's access to government benefits, and helping families access NHS services.
.....

- We held a series of drag queen story hours for children in our libraries. The event in the Westgate Library in Oxford was the highest-attended event in the country, demonstrating the **power of stories and diversity**.
.....

- Our fire and rescue service delivered 2,849 **safe and well visits**, reducing the risk of a fire at home for our most vulnerable residents.
.....

- 18 people attended the fire and rescue service's '**have a go**' days, encouraging people to consider a role in the service. Women now represent over 10 per cent of the service's operational workforce.
.....

- Oxfordshire's on-street parking civil enforcement officers became the first in the country to participate in the '**Ask for Angela**' campaign to help vulnerable members of the public in dangerous or uncomfortable situations.
.....

- **Oxfordshire Employment** supported 51 people with long-term health issues or a disability to gain and maintain employment.
.....

- Our libraries helped residents who were **unable to access services digitally** by handling 6,456 phone enquiries and holding 4,890 face-to-face appointments.
.....



LOCAL DEMOCRACY

Our strategic priority

Play our part in a vibrant and participatory local democracy



FAIRER

- We hosted three **Oxfordshire Conversations Q&A events**, with 122 attendees, enabling residents to quiz cabinet members about the issues that matter most to them.
.....
- We held two **sounding boards** with children and young people so they could share their views and take part in hands-on activities. The full-day events – one on music and libraries, and the other on the future of travel and transport – provided a deep dive into the topic.
.....

- We partnered with Oxford University on a **Citizens' Jury**. The event brought together 16 people, who were broadly representative of the Oxford population, to explore how can we travel in ways that are good for health and the climate.
.....

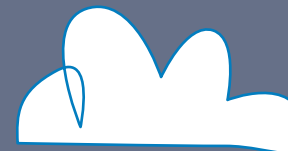
- We delivered **refreshed consultation and engagement guidance** to help make our consultation and engagement activity more accessible for young people and those without digital access.
.....



LOCAL DEMOCRACY

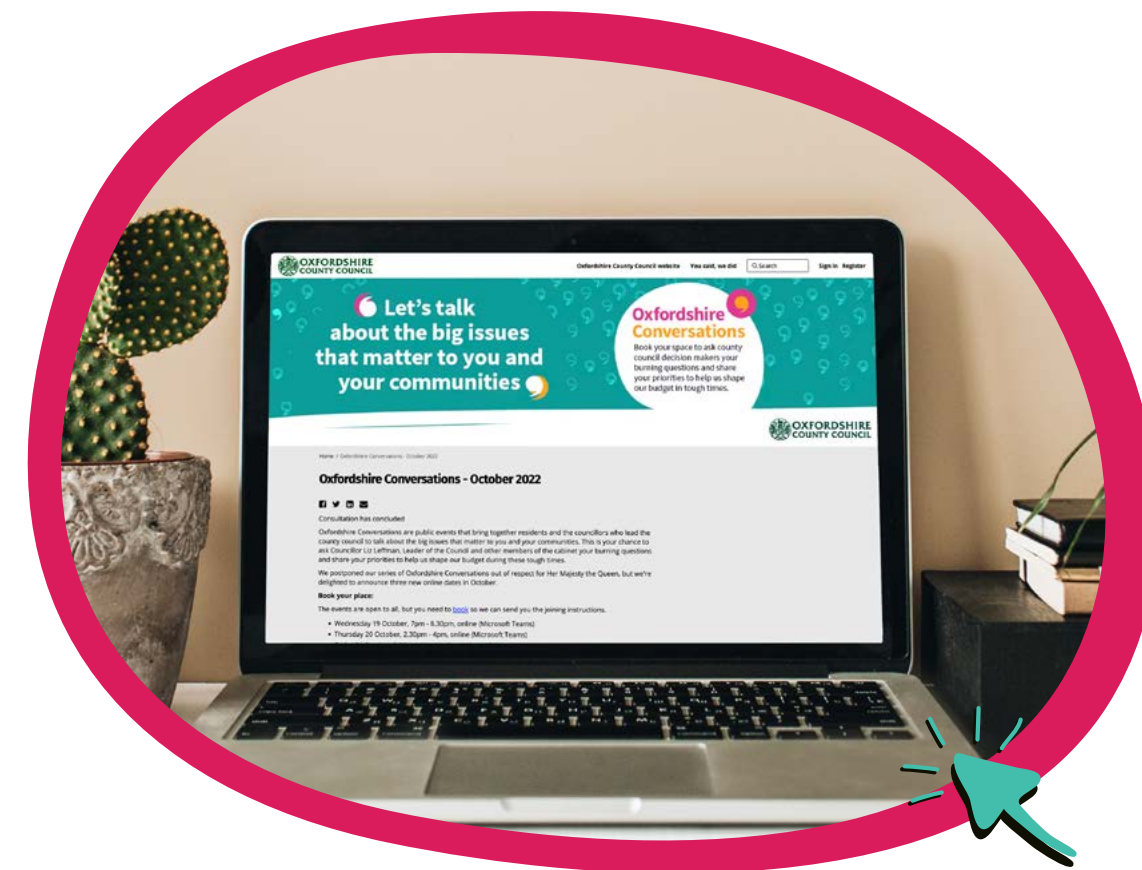
Our strategic priority

Play our part in a vibrant and participatory local democracy



FAIRER

- The Buckinghamshire, Oxfordshire and Berkshire West **Health Overview Scrutiny Committee** was launched to provide a closer link between the concerns of residents and the healthcare they are provided.
.....
- We enabled people of all ages to **address our council and cabinet meetings**, welcoming 140 public speakers, 13 public questions and 12 petitions.
.....



LOCAL BUSINESSES AND PARTNERS



FAIRER

Our strategic priority

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

- We developed a **five-year voluntary and community sector strategy**, providing a framework for the way we work with charities, social enterprises, community groups and faith groups.
.....
- We launched our **social value policy**, enabling our services to deliver additional social benefits by considering how projects and contracts can support social causes.
.....
- The **Oxfordshire Business and Intellectual Property Centre** opened at the Westgate Library in May 2022, with new facilities and resources to support local entrepreneurs and businesses.
.....

- The trading standards team conducted over **1,000 interventions with Oxfordshire businesses**, providing advice and support, testing products and procedures, and measuring equipment.
.....



- Our fire and rescue service delivered **preventative safety advice** to the local business community – with one initiative seeing 125 businesses visited in person by specially trained fire crews.
.....
- Our **libraries were supported by hundreds of volunteers** across Oxfordshire, with November 2022 seeing a peak of 2,422 hours being spent helping customers access library services.
.....

LOCAL BUSINESSES AND PARTNERS

FAIRER

Our strategic priority

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

- We launched a re-designed **Heritage Search online catalogue**, enabling the public to access archives and local collections online, as well as 380,000 images.
.....
- We worked with support organisations including Oxfordshire Mind and Age UK to offer over **1,000 drop-in sessions for residents** on topics ranging from stopping smoking to cancer support.
.....
- The **inclusive employment scheme** run by County Print Finishers in partnership with White Brothers supported 18 employees.
.....

- Oxfordshire Employment's Wood to Work initiative, delivered in partnership with Ways into Work and Oxford Wood Recycling, provided **occupational support to 17 people** accessing work for the first time or returning to work.
.....



HEALTH AND WELLBEING

Our strategic priority → Prioritise the health and wellbeing of residents



HEALTHIER

- We commissioned health partners to deliver 9,629 free **NHS health checks** for those aged between 40 and 74.
.....
- In partnership with the Frank Bruno Foundation, we opened a **community mental health hub** in Oxford to support early intervention, reduce stigma and make it easier to access services.
.....
- Working with Achieve Oxfordshire, we launched a **child weight management programme** – Gloji Energy. The programme, which is designed to help get the whole family moving, saw 78 per cent participants maintain or lose weight.
.....
- We launched **‘You Move’**, a bespoke programme offering free or heavily subsidised activities to children in receipt of free school meals to help families get active. More than 3,000 individuals and 800 families registered in the first four months of the scheme.
.....
- We published our **Domestic Abuse Overarching Needs Assessment and Strategy**, outlining how we will work with partners to respond to and prevent domestic abuse, and support those impacted.
.....
- We were one of 25 collaborations to be awarded pilot funding from UK Research and Innovation to develop a **community research network** to promote the sustainable and equitable involvement of communities in research.
.....
- Our libraries provided a range of activities to support residents’ health and wellbeing, including 7,000 **‘healthy living conversations’** in partnership with the public health team.
.....

HEALTH AND WELLBEING

Our strategic priority → Prioritise the health and wellbeing of residents

HEALTHIER

- Our **Stop for Life service** supplied 151 vouchers for e-cigarette starter kits to help people stop smoking.
.....
- Working with environmental health, our trading standards officers trained over **100 food business operators** in food allergen requirements.
.....
- Our fire and rescue and trading standards teams tested over **600 electric blankets for residents**, with 29 per cent identified as unsafe for use.
.....
- Our trading standards officers saved, or recovered, over **£175,000 for victims of scams, doorstep crime and other frauds**, as well as reaching over 2,800 people with preventative advice and support.
.....
- We fitted 18 **‘call blockers’** in the homes of residents to protect them from scam and nuisance calls. This resulted in 22,337 calls being blocked, with estimated savings to residents, police, social care and the NHS of £266,231.
.....
- Our trading standards team trained over 200 **‘Friends Against Scams’**, providing them with the knowledge and skills to protect their friends, families and local communities from fraud.
.....



CARERS AND SOCIAL CARE

Our strategic priority

Support carers and the social care system



HEALTHIER

- Through our transformation programme – the **Oxfordshire Way** – we bucked national trends for adult social care assessments, care and reviews, achieving a 24 per cent decrease in the number of people on waiting lists and a 33 per cent reduction on April 2021 waiting times.
.....
- We were one of six trailblazer councils selected by the government to help shape the national approach to **adult social care charging reforms**.
.....
- With the help of government funding, we **supported 84 care leavers** who were at risk of homelessness.
.....
- We supported the opening of **3 extra care housing schemes** in Chipping Norton, Didcot and Wallingford, with 235 homes created to enable people to live independently whilst having access to care.
.....
- We are investing £5 million in social impact housing fund Resonance, which will provide **26 living tenancies to support people** with a learning disability and/or autism in Oxfordshire.
.....
- We provided £500,000 to **70 local organisations** so they could help isolated people stay connected, healthy and active in their community.
.....
- We launched the **Neurodiversity Support Network** (Oxfordshire) to help promote the strengths of neurodiversity and dispel myths.
.....
- We partnered with the Care Workers' Charity to provide 578 emergency grants to care and **support workers in Oxfordshire**, and 44 grants to support people starting a caring job to help pay for the costs of starting work.
.....
- We engaged over 200 carers in the redesign of an **unpaid carers strategy**, and developed action plans with partners to improve the experience of unpaid carers across the integrated care system in Oxfordshire.
.....

CARERS AND SOCIAL CARE

Our strategic priority

Support carers and the social care system

HEALTHIER

- Together with health and voluntary sector partners, we reviewed our services to better understand how we can improve **support for unpaid carers**.
.....
- Over 80,000 people visited **Live Well Oxfordshire**, our website offering information about activities, groups and organisations for adults with a variety of needs.
.....
- We funded **81 small community enterprises**, who have provided 3,214 hours to over 1,000 people to support them to stay independent in their own homes.
.....
- We rolled out our **healthy ageing initiative**, which has supported 50 adult social care residents in managing their medication independently and safely.
.....
- We secured **£315,000 from the Department for Work and Pensions** to improve work opportunities for people with a learning disability or autism.
.....



CHILDREN AND YOUNG PEOPLE



HEALTHIER

Our strategic priority

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

Page 34

- We delivered a £9 million school building for Faringdon Learning Trust to replace and expand **Faringdon Infant School**.
.....
- We created 300 additional secondary pupil places, 560 additional primary pupil places, 106 full time equivalent additional nursery places, and 28 additional Special Educational Needs places.
.....
- We developed an integrated assessment service focused on **children in need**, increasing the response capacity to families requiring a statutory social work service.
.....
- We secured £10.4m in government funding to develop **four children's homes in Oxfordshire**.
.....
- We launched a marketing campaign to encourage people from all walks of life to **become foster carers**. As a result we welcomed 27 new foster carers – a 35 per cent increase on last year.
.....
- We supported 110 asylum-seeking children and young people through the **National Transfer Scheme** – above our target of 104.
.....
- We responded to a Home Office decision to open a facility for **unaccompanied asylum-seeking children** in Banbury by establishing a multi-agency response to ensure the smooth and safe management of the site.
.....
- Our public health and trading standards team **restricted children's access to e-cigarettes**, visiting over 30 retailers, securing three prosecutions and seizing over 2,400 non-compliant devices.
.....

CHILDREN AND YOUNG PEOPLE

HEALTHIER

Our strategic priority

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

- Over 3,268 children attended our **Junior Citizens project** at Rewley Road Fire Station to find out how to keep safe and learn more about emergency services.
.....
- 122 schools were visited by our **central fire prevention team** to talk about fire safety.
.....
- We provided 5,271 children with **cycle training**, teaching children vital life skills in being safe on the road.
.....



AWARDS



- We secured a place in **Stonewall’s Top 100 employers list in 2023** and received a **gold award** for our work creating a supportive workplace for LGBTQ+ colleagues.
.....
- We were named in the ‘**gold tier**’ of councils when it comes to taking steps to **improve sustainability**, following a survey by green energy comparison site Uswitch.com.
.....
- **Kim James**, Head of School Improvement and Learning, was awarded an MBE for services to education in the 2023 New Year’s Honours List.
.....
- We won a **2022 Electric Vehicle Innovation and Excellence award** for the Oxfordshire electric vehicle infrastructure strategy.
.....
- The schools catering team won an **Association for Public Service Excellence 2022 award** for ‘Most Improved Performer in Catering Services’.
.....
- Our parking team was recognised with a **communication award and frontline award at the 2022 British Parking Awards** for the implementation of special enforcement areas.
.....

- The property team was recognised for their work in **restoring the floor structure of St George’s Tower** – an ancient tower that is part of Oxford Castle – in the Oxford Preservation Trust Awards 2022.
.....
- The **2022 International Green Apple Environmental Awards** recognised our work on the north Oxford corridor improvements programme, the Benson relief road, and the A40 Oxford North projects.
.....

AWARDS



- Oxfordshire History Centre received **national recognition for the quality of its service in April 2022**, regaining accredited status from the UK Archive Service Accreditation Committee.
.....
- Our socially responsible employment team, County Print Finishers, achieved the Royal National Institute for the Blind’s **(RNIB) Visibly Better Employer accreditation**.
.....
- Peter Newman, Oxfordshire Employment’s Employment Advisor, was awarded **Practitioner of the Year, Highly Commended**, by the British Association for Supported Employment.
.....
- The council’s active travel study with the University of Bristol received the ‘**Outstanding Contribution to Public Health or Social Care Research**’ award at the 2022 Thames Valley Health Research Awards.
.....
- Our Zero Emission Zone pilot in Oxford, delivered in partnership with Oxford City Council, was awarded the **2022 City Transport & Traffic Innovation award**.
.....
- We were awarded a **Bronze Carbon Literate Organisation accreditation**.
.....

- Our archaeology team won a **2022 Society for Museum Archaeology award** for their digital access and engagement project bringing heritage collections to local communities.
.....



COST OF LIVING SUPPORT



During 2022-23 we provided a wide range of financial and practical support to help residents and community organisations with the increased costs of living. Our programmes have focused on supporting the most vulnerable and those who have not been able to access national schemes.

The support has been funded by Oxfordshire County Council and by the government’s Household Support Fund.

- We provided **£380,000 to support the lowest income council taxpayers**, through city and district council tax hardship funds.
.....
- We provided **emergency welfare** through our district and city council partners alongside community food and voluntary sector advice services.
.....
- 11,000 **low-income pensioner households** were supported with £85 vouchers, with a 90 per cent uptake.
.....
- A **£300 cost of living grant** was paid to 4,250 households who missed out on government support programmes.
.....
- Our 600 **shared lives and foster carers** were each given a **£200 grant** to help towards increased energy and food costs.
.....
- Our care leavers who missed out on national cost of living payments received a **£300 cost of living grant** to help with increased accommodation costs.
.....

COST OF LIVING SUPPORT



- Families with the most severely **ill or disabled children were able to access a grant** to assist with exceptional energy costs.
.....
- Our **Community Building Energy Support Scheme** provided £100,000 to fund 105 projects, helping to keep vital facilities open during the winter.
.....
- **41 community projects** were supported through the Oxfordshire Community Foundation’s cost of living grant round, to which we contributed £106,000.
.....
- We gave a **£210,000 grant to Citizens Advice** to help maintain debt and benefits advice services.
.....
- Families in receipt of free school meals **received £15 per week per child during school holidays** to help with the cost of food. Additional funding was provided to help families with essential spending, such as warm clothing.
.....

- We completed 201 home visits and over 1,600 telephone consultations for the **Better Housing Better Health programme**, which helps residents stay warm and healthy at home and which saved them at least £64,800 in total.
.....



MIGRATION SUPPORT



In partnership with the city and district councils, NHS colleagues, Thames Valley Police, the Oxfordshire Local Enterprise Partnership, and the voluntary and community sector, we have provided a countywide response to the increases in refugee and asylum-seeking guests accommodated in Oxfordshire. Our aim is to provide a warm welcome for all new arrivals and support independent living for all those staying in the county.

This has required the swift delivery of a range of services, including providing wraparound support to help people access education, employment opportunities and health services; supporting people to find accommodation; and safeguarding vulnerable people to keep them safe from harm.

As a cross-county partnership we:

- Placed children who arrived from Ukraine in more than **150 Oxfordshire schools**.
.....
- Launched a **free bus travel scheme**, with the help of bus operators, providing three-month free bus passes to more than 1,400 Ukrainian guests.
.....
- Over **1,000 host families** have welcomed Ukrainian guests into their homes across Oxfordshire, which is among the highest rate of any local authority area by population.
.....

MIGRATION SUPPORT

- Provided an **additional £200 monthly payment to hosts** to top up their thank-you payment for five months over the winter.
.....
- Working with Asylum Welcome, we **increased the number of community liaison officers** across the county to support new guests on arrival, identify their needs and advise them about housing, education and health options.
.....

- Supported the Home Office to manage **two bridging hotels accommodating** Afghan refugees.
.....

- **Supported over 550 asylum seekers** and asylum-seeking children staying in Home Office commissioned hotels.
.....



2022/23 IN FIGURES



2022/23 IN FIGURES

Our libraries loaned **3,383,507** items, including books, DVDs, CDs, e-books and audio books.

We resurfaced **139 kms** of highways, repaired over 38,000 road defects, filled **32,494 potholes**, and inspected and cleaned over 43,000 gullies, catchpits and kerbs.

95 communities across Oxfordshire now have at least one volunteer superuser for **Fix My Street** to report highway defects and book repairs.

91.49 per cent of parents were offered their **first choice** of infant and primary school, while **88.27 per cent** were offered their first choice of secondary school.

Our digital infrastructure team helped ensure over **98.6 per cent** of homes and businesses across Oxfordshire have access to superfast broadband.

We installed over **20,000 LED streetlights** across Oxfordshire.

We registered **7,606 births**, **6,693 deaths**, **36 stillbirths**, and **3,247 marriages** and **142 civil partnerships**.

Our customer service centre handled **288,734 customer contacts**, including 194,787 calls, 91,255 emails, and 2,692 social media and webchat messages.

Our trading standards officers seized **810 packs of cigarettes** and **229 packs of tobacco**.

We saw a **13 per cent** increase in the number people attending events at our libraries, compared with pre-COVID levels.

Our fire safety officers conducted more than **550 fire safety inspections** of businesses.

The Oxfordshire Museum's summer exhibition '**Juxtaposition**' attracted over **4,000 visitors**, while their summer programme was attended by **459 children**.

We provided **11,429 leaflets** to residents about how to **prepare** for a **flooding event**.

Our Big Christmas Sing attracted pupils from **32 schools** across Oxfordshire.

PERFORMANCE AND FEEDBACK



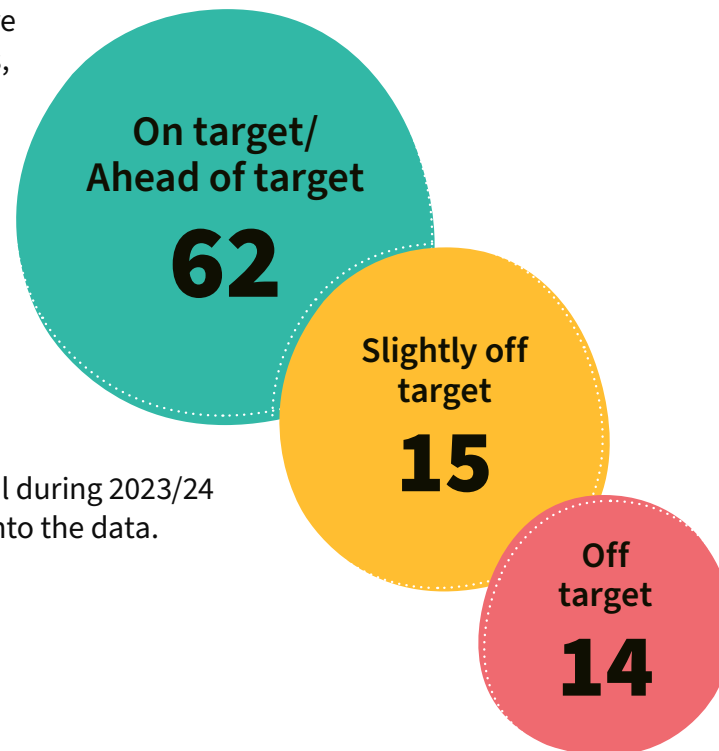
PERFORMANCE SUMMARY

This summarises the progress we have made delivering against the activities, tasks and projects outlined in our strategic plan under each of the nine strategic priorities.

The bi-monthly business management and monitoring reports can be found here for further detail of achievements and action plans.

mycouncil.oxfordshire.gov.uk

We will be launching the citizen portal during 2023/24 which will enable further drill down into the data.



LISTENING AND LEARNING

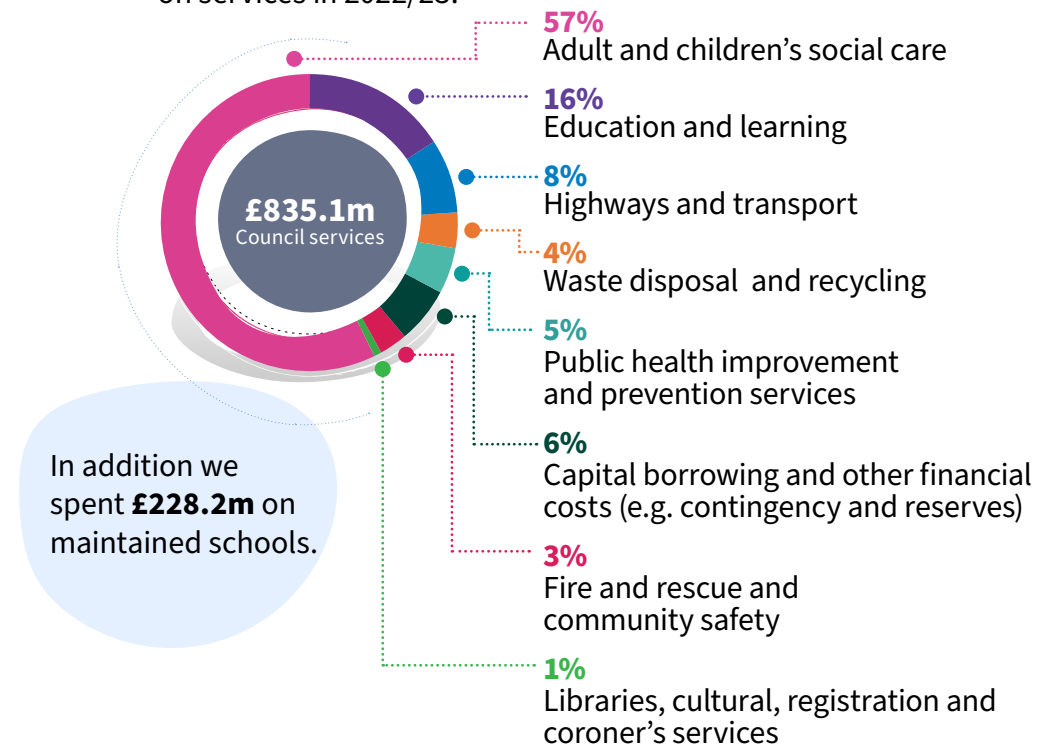
Throughout the year we provide opportunities to our residents to have their say. Whether through customer satisfaction surveys, consultations on budgets, new projects and services, talking to local business organisations or feedback via our website; we are keen to listen to what you like and what needs to be improved.

letstalk.oxfordshire.gov.uk

FINANCE

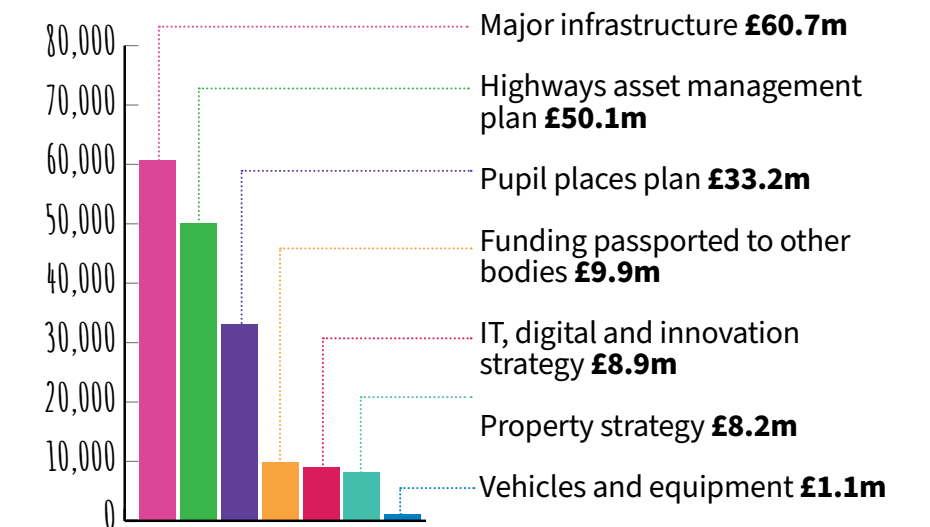
WHAT WE SPENT ON COUNCIL SERVICES

In 2022/23 the council spent **£835.1m** on services – our gross expenditure budget. The chart below shows how we spent our budget on services in 2022/23.



CAPITAL PROGRAMME

In 2022/23, we spent **£172.1m** on capital projects which included investment in highway improvements, new school buildings and energy efficient street lighting. This money can only be used for the purpose it has been given and cannot be allocated to day-to-day council spending.



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To find out more about how you can take part in local democracy by asking questions or making statements at council meetings, visit:
oxfordshire.gov.uk/council

LET'S TALK

Have your say in consultations about changes to council services or policies at: letstalk.oxfordshire.gov.uk

SIGN UP

For monthly news and updates from across the county, sign up to Your Oxfordshire and get the latest direct to your inbox.

oxfordshire.gov.uk/newsletter



You can apply, book, find, report and pay for a range of services on the county council's website: oxfordshire.gov.uk

Summary of Financial Position for 2022/23

1. This annex provides a summary of the council's financial position for the 2022/23 financial year which ran from 1 April 2022 to 31 March 2023.
2. The information in this report will be used to compile the Council's Statement of Accounts for 2022/23. Both the draft and final Statement of Accounts will be published on the Council's website.
3. Ernst & Young have indicated that work on the audit of the 2022/23 Statement of Accounts will begin in early in 2024. It is possible that changes may be made to the accounts during this period which may alter the position presented within this report.
4. Under the [Accounts and Audit Regulations 2015](#) regulations 9 and 15, the commencement period for the exercise of public rights to inspect the draft 2022/23 accounts and related documents, based on an account's completion date of 31 May 2023, should include the first 10 working days of June 2023, with inspection dates being between 1 June and 12 July 2023.
5. The audit of the 2021/22 accounts began in January 2023 and is still in progress due a variety of complex factors arising from audit delays in previous years. This has impacted on the commencement of the 2022/23 accounts. This means the council will not be in a position to commence the period for the exercise of public rights as set out above.
6. Audit & Governance Committee considered this on 10 May 2023 and endorsed the intention to publish the draft 2022/23 accounts on 30 June 2023. Following that the public will have the right to inspection for 10 working days in early July as required by Regulation 15.
7. The following additional information is provided to support the information in this Annex:

Annex B – 1 (a) to (e)	Detail of Directorate Financial Position 2022/23
Annex B – 2	Virements to note
Annex B – 3a	Earmarked Reserves
Annex B – 3b	Maintained School Balances
Annex B – 3c	Parking Account
Annex B – 4	General Balances
Annex B – 5	Government Grants Summary

Introduction

8. The 2022/23 budget was agreed by Council on 8 February 2022. This included £17.9m funding for directorate pressures and new investments, plus savings totalling £17.8m.

9. This is the final update for 2022/23 and sets out the final expenditure against the agreed budget as well as an update on the achievement of those budget changes. The Financial Monitoring Report to Cabinet in May 2023 set out updates to funding notified since the budget was agreed as well as other changes and risks which will need to be managed in 2023/24 and in the context of the Medium Term Financial Strategy. The first full Business Management and Monitoring report for 2023/24, based on the forecast position at the end of May 2023, will be considered by Cabinet on 18 July 2023.

Overview of Year End Expenditure & Funding

10. At the end of 2022/23, there was an overspend of £21.6m (4.1%) against the final directorate budget and a net underspend of £9.6m on budgets and funding held centrally. The combined overspend after taking account of additional business rates funding received during the year is £13.4m. The final position compares to a forecast directorate overspend of £22.4m, and an overall forecast overspend of £14.4m, based on the position as at the end of January 2023, reported to Cabinet in March 2023.
11. The table on the next page summarises the final position compared to the Net Operating Budget for 2022/23 agreed by Council in February 2022. This is made up of directorate spend plus budgets and funding held centrally and is funded by council tax and business rates income.

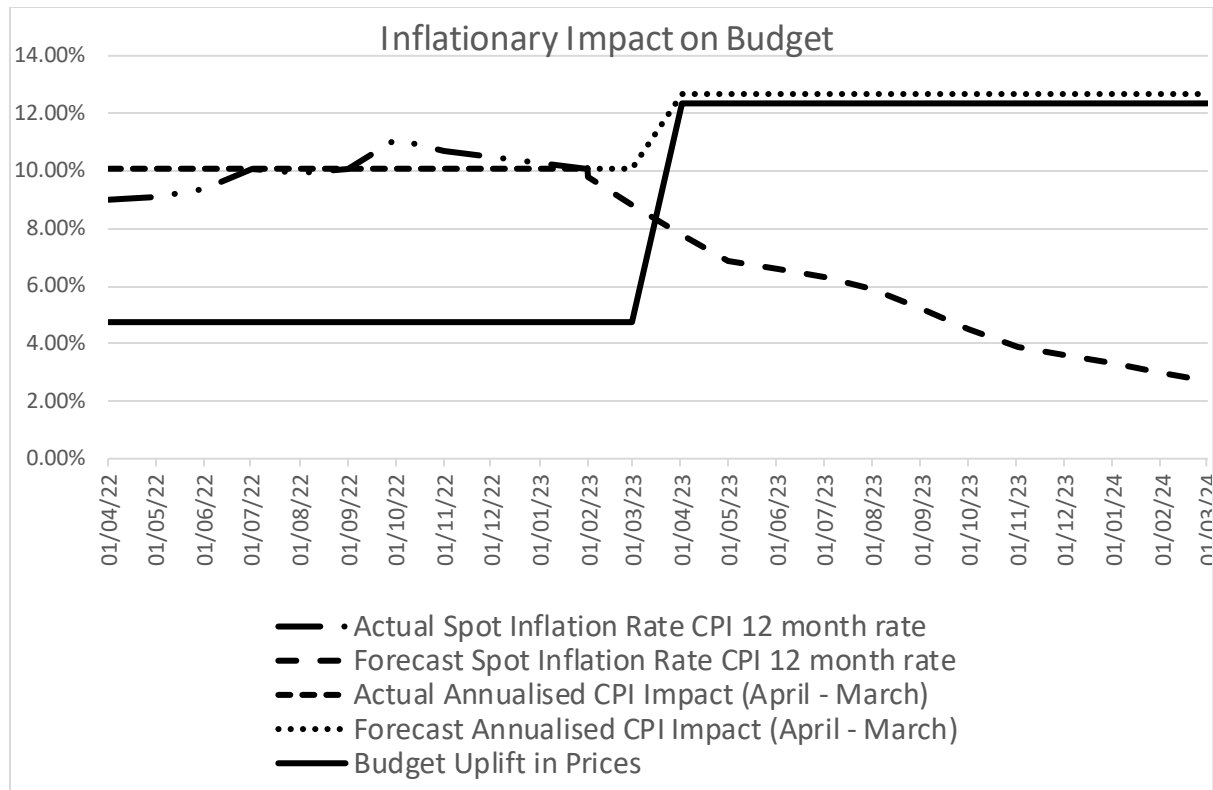
Annex B

Business Management Report Summary of Financial Position for 2022/23

	Final Budget 2022/23	Net Expenditure 2022/23	Variance March 2023	Variance March 2023	Variance January 2023
	£m	£m	£m	%	£m
Directorate Budgets:					
Adult Services	215.6	218.5	2.9	1.3%	4.9
Children's Services	153.7	172.9	19.2	12.5%	17.1
Environment & Place	63.9	60.8	-3.1	-4.7%	-2.1
Public Health	3.7	3.4	-0.3	-8.5%	-0.3
Community Safety	25.0	25.0	0.0	0.0%	0.0
Customers, Culture and Corporate Services	64.2	67.1	2.9	4.5%	2.8
Total Directorate Budgets	526.1	547.7	21.6	4.1%	22.4
Budgets Held Centrally:					
Capital Financing Costs	26.1	24.0	-2.1	-8.2%	0.0
Interest on Balances	-13.0	-13.3	-0.3	-2.4%	-2.4
Contingency	1.9	0.9	-1.0	-51.8%	-1.1
Un-ringfenced Specific Grants	-37.2	-37.2	0.0	-0.3%	0.0
Insurance	1.4	1.4	0.0	0.0%	0.0
Contribution from COVID-19 reserve	-9.6	-10.8	-1.2	-13.3%	-1.0
Contributions to reserves	24.9	25.6	0.7	2.9%	0.0
Budgeted Contributions to/from balances	-0.2	-0.2	0.0	0.0%	0.0
Total Budgets Held Centrally	-5.7	-9.6	-3.9	-68.4%	-4.5
Net Operating Budget	520.4	538.1	17.7	3.4%	17.9
Business Rates & Council Tax Funding	-520.4	-524.7	-4.3		-3.5
Total Year End Position	0.0	13.4	13.4	2.6%	14.4

12. As explained in the Business Management & Monitoring Reports throughout the year the final position for 2022/23 reflects the impact of increases in the level of demand for children's social care and a lack of suitable care placements available in the system.
13. Inflation has also contributed to directorate overspends in 2022/23. The graph below illustrates that actual CPI has been higher throughout the year than assumed when the budget for 2022/23 was agreed in February 2022.

Annex B
Business Management Report Summary of Financial Position for 2022/23



14. Action has been taken to manage and mitigate this in 2022/23 and the on-going impact of increases in inflation and demand was considered through the Budget & Business Planning Process for 2023/24.

15. The final position also includes the achievement of planned savings in 2022/23. The table below summarises the total planned savings and delivery as well as other variations which include one – off contributions from reserves supporting the expenditure for Adult Services, that are included in the year end directorate variation.

	2022/23 Planned Savings	Savings Delivered	Savings Delivered	Savings Not Delivered	Other Variations	Total Variance March 2023
	£m	£m	%	£m	£m	£m
Adult Services	-6.0	-2.0	33%	4.0	-1.1	2.9
Children's Services	-2.2	-0.3	14%	1.9	17.3	19.2
Environment & Place	-6.3	-4.0	64%	2.3	-5.4	-3.1
Public Health	-0.4	-0.4	100%		-0.4	-0.4
Community Safety						
Customers, Culture and Corporate Services	-2.9	-0.9	32%	2.0	0.9	2.9
TOTAL	-17.8	-7.6	43%	10.2	11.4	21.6

16. Directorates need to take action to manage services within agreed budgets for

2023/24. As part of that any planned savings not delivered in 2022/23, where the on-going impact was not adjusted through the 2023/24 Budget & Business Planning Process, will need to be achieved in 2023/24 as well as new savings agreed in February 2023. Updates will be included as part of the Business Management & Monitoring Reports for 2023/24.

17. The risk assessed level of balances for 2022/23 was £28.9m. After taking account of planned changes and the £13.4m overspend, general balances were £22.6m as at 31 March 2023. This is £7.6m below the £30.2m risk assessed level for 2023/24. While balances have reduced, the prudent level of funding available, as well as on-going contingency budget, has allowed the council to sustain services despite the unexpected inflationary and demand pressures experienced during 2022/23.
18. One – off funding of £6.8m estimated to be required to top balances up to the risk assessed level for 2023/24 was included in the budget for 2023/24. Since the overspend is £0.8m higher than assumed when the budget was set further one-off funding of £0.8m will need to be added to balances in 2023/24. This will be funded from the £5.0m additional Business Rates and Council Tax funding noted in the Financial Monitoring Report to Cabinet in May 2023. The remaining balance of £4.2m will be added to contingency, as agreed by Cabinet in May 2023.

Directorate Financial Positions

Adult Services

19. Adult Services overspent by £2.9m against a budget of £215.6m.

Service Area	2022/23 Final Budget	Net Expenditure 2022/23	Variance
	£m	£m	£m
Age Well Pooled Budget	68.9	70.7	1.8
Live Well Pooled Budget	123.2	126.9	3.7
Non-Pool Services	16.7	15.4	-1.3
Commissioning	6.7	5.4	-1.3
Total Adult Services	215.6	218.5	2.9

Age Well Pooled Budget

20. 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.
21. Budgets within the pool were managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire and Berkshire West (BOB) following the agreement of the contributions and risk share arrangements for 2022/23.

22. The council elements of the pool overspent by £1.8m after the planned use of £1.4m one-off funding held in reserves.
23. As a result of pressures created during the COVID-19 pandemic, £2.1m of savings relating to reductions in spend on residential placements have not been delivered.
24. The overspend reflects an increase in residential short stay beds linked to the cessation of the hospital discharge scheme and a £0.9m increase in the contribution to the council's provision for risk associated with the collection of adult social care service user income that is still due to be paid after six months.
25. The council's share of the Better Care Fund (BCF) held within the pool was £27.8m and increased by 5.66% compared to 2021/22. The funding increase was used to support the cost of supporting hospital discharges and BCF schemes as agreed within the BCF plan.
26. £2.9m was funded from planned transfers from the Budget Priorities reserve into the pool to fund costs relating to hospital discharges and other systems pressures across both health and social care.

Live Well Pooled Budget

27. The Live Well pool supports a mix 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.
28. Under the risk share arrangements agreed for 2022/23, the council is responsible for any variation against budgets for learning disabilities and the residential element of the mental health Outcomes Based Contract (OBC) with Oxford Health Foundation NHS Trust (OHFT).
29. The physical disability and the acquired brain injury budgets were managed on an aligned basis. Any pressure linked to the cost of people with mental health needs falling outside of the OBC were to be split equally after the first £0.2m which was the responsibility of the council
30. The council elements of the pool overspent by £3.7m after the planned use of £3.2m of one-off funding held in reserves.
31. The Learning Disability, High Functioning Autism and Physical Disability elements of the pool overspent by £4.1m. This a £1.2m increase in Continuing Health Care Placements since 2021/22 (causing a variance to the county council through the agreed risk share) and a £1.7m delay in the delivery of savings relating to supported living to 2023/24. The remaining £1.2m overspend relates to an increase in transport costs reflecting the increased level of activity and fuel prices plus an increase in the level of voids paid for unfilled supported living accommodation places.

32. The social care contract for service users covered by the Outcome Based Contract (OBC) within the Mental Health element of the pool overspent by £4.2m. £1.5m is funded from a permanent budget added as part of the 2022/23 Budget and Business Planning process, £0.3m from an over provision linked to the 2021/22 OBC residential placements overspend, with the remaining £2.4m reported as an in year overspend.
33. A £0.6m overspend relating to the cost of people with mental health needs falling outside the scope of the OBC with OHFT is included within the final year end position. Under the current risk share arrangement, the council is responsible for £0.4m of the pressure.
34. £0.2m was funded from planned transfers from the Budget Priorities reserve into the pool to fund costs relating to various projects and pilots within the pool.

Non-Pool Budgets

35. Non-Pool budgets underspent by £2.6m.
36. Within provider and support services, there was an underspend of £1.2m linked to Adult Social Care staffing. This consists of: £0.2m relating to a grant notified on 29 March 2023, £0.4m relating to underspends within social care teams, and £0.3m related to a variance against the Trailblazer Fund grant. The Trailblazer grant variance reflects that this is offsetting costs incurred elsewhere within the directorate, particularly provider and support services which is overspent by £0.3m, related to preparation for reform. The balance relates mainly to a £0.6m underspend on budgets set aside for one-off activities.
37. Health, Education and Social Care (HESC) underspent by £1.4m. This relates to one-off funds which were not fully utilised and vacant posts held throughout the year arising because of the continuation of the restructure process and the workforce pressures in the market.

Use of Reserves

38. As set out in the year end report for 2021/22, £10.7m one-off funding intended to support pressures and risks within Adult Services was held in the Budget Priorities reserve at the beginning of 2022/23. £5.6m of the total held on 1 April 2022 reflected additional contributions to the pools made by Oxfordshire Clinical Commissioning Group over the last three financial years. £3.5m of this has been spent in 2022/23 in agreement with the ICB, with the remaining £2.1m balance committed to be used in 2023/24. £4.6m of the other £5.1m funding has been used to partly offset in-year budget pressures within the pooled budgets in 2022/23. The remaining £0.4m will be used to support mental health transformation activity and intensive support costs in 2023/24.
39. £0.6m held within the Government Initiatives Reserve at 1 April 2022 related to un-ringfenced grant funding allocated to Oxfordshire from the Omicron Support Fund in 2021/22. This has been fully utilised in 2022/23, supporting the directorate by covering the cost of services arising as a result of the pandemic.

Virements

40. Virements to note actioned before year end reflected the receipt of the ICB element of Adult Social Care Discharge grant, the Streamline Adult Social Care Staffing and Infrastructure Grant, further reallocations of budget relating to price increases and the utilisation of grant funding plus various budget virements tidying up the budgets outside the pooled budgets.

Ringfenced Grants

41. As set out in Annex B-4, ring-fenced government grants received and spent by the directorate in 2022/23 totalled £14.2m.
42. The Improved Better Care Fund Grant was £10.7m in 2022/23. The conditions attached to the grant funding require it to be used for the purposes of meeting adult social care needs, including contributing to the stabilisation of local care markets and supporting the NHS in addressing pressures such as delayed discharges.
43. The Market Sustainability & Fair Cost of Care grant (£1.5m) was used in line with the grant terms to implement the fair cost of care which is part of the reforms of Adult Social Care announced by the Government in late 2021. 25% of the fund was used to carry out the fair cost of care exercise, with the remaining 75% used to support the funding of the annual uplift of fees paid to care providers in 2022/23.
44. The Adult Social Care Discharge Fund totalling £500m nationally was announced on 22 September 2022 and Oxfordshire's share was £1.9m. This has been used flexibly on the interventions that best enabled the discharge of patients from hospital to the most appropriate location for their ongoing care.

Children's Services

45. Children's Services overspent by £19.2m against a budget of £153.7m. The directorate position includes £2.0m of Family Solutions Service staffing costs which were funded from Supporting Families reserve as well as a further £0.4m funded by the COVID-19 reserve.

Service Area	2022/23 Final Budget	Net Expenditure 2022/23	Variance March 2023
	£m	£m	£m
Education & Learning	37.4	38.0	0.6
Children's Social Care	38.5	39.9	1.4
Children's Social Care Countywide	72.7	90.2	17.5
Schools ¹	0.2	0.2	0
Children's Services Central Costs	4.9	4.6	-0.3
Total Children's Services	153.7	172.9	19.2

46. In addition there was an overspend of £11.3m on the High Needs Dedicated Schools Grant (DSG) of £75.3m. The overspend was £9.0m lower than the deficit budget of £20.3m for 2022/23 agreed by Cabinet in January 2022.

Education & Learning

47. Education and Learning overspent by £0.6m against a budget of £37.4m
48. The overspend in Education and Learning on Home to School Transport was £1.7m as a result of unanticipated increase in the number of placements for pupils with SEN aged 16 or over. Actions including contract reviews and increased direct payments to families where those are more cost-efficient are being undertaken in 2023/24 to manage expenditure within the budget.
49. The Home to School Transport overspend was offset by planned underspends in other areas within Education and Learning. Since Summer 2022, Education & Learning have been subject to controls on recruitment in order to help the overall Directorate position. £0.6m was previously predicted, this increased at year end as a £0.3m transfer of underspends to reserves was not transacted. There were also a number of other underspent cost centres that combined to reduce the final overspend.

Social Care

50. The Social Care assessment and safeguarding service overspent by £1.4m on a

¹ Maintained Schools are funded by Dedicated Schools Grant

budget of £38.5m. In the year it experienced considerable pressures on staffing and a growing reliance on agency to address both backlogs and vacancies within the service. This pressure was partly offset by additional one-off funding and savings.

51. The continued workload pressure, increased vacancies and recruitment difficulties within front-line services necessitated recruitment of a greater number of agency staff at significantly higher cost. The approach was implemented to ensure delivery of statutory duty of care and to ensure safe working practices. It is against a backdrop growing staff shortages in the sector, post COVID-19, post Brexit and an increasingly volatile economic and financial climate
52. An investment of £2.8m in the Family Solutions Plus service to reduce the backlog of assessments and intervention measures from April to end of November. This was funded from the COVID-19 reserve and the application of the Supporting Families reserve.
53. Recruitment and retention of front-line children's social workers is an issue in most local authorities and has emerged as an increasing challenge in Oxfordshire. COVID-19 has magnified the pressures on the service which has seen a critical increase in the level of need and a disproportionately greater number of complex cases.
54. During the pandemic, the national crisis in supply of social workers has deepened, making the agency market more competitive. The regional Memorandum of Cooperation, which aims to control the cost of agency staff, was 'suspended' as services ignored the requirements amid increasing pressure to recruit. This created increased competition for available experienced social workers, which in turn led to increased hourly rates across the region. In addition, the high agency rates of experienced temporary staff had an impact on the ability of Oxfordshire to recruit and retain permanent experienced social workers, although recruitment of newly qualified social workers remains stable.
55. The service implemented a plan to clear the backlog and commence a programme to attract, recruit, develop and retain its core staff and reduce the reliance on agency. It is currently in the process of setting up a workforce development Board to oversee the strategy going forward.

Children's Social Care Countywide

56. Social Care Countywide overspent by £17.5m and within this the most significant pressure was placement costs. The overspend includes:
 - £15.3m on mainstream placements
 - £2.1m on children with disabilities placements which was mainly due to an increase in the number of placements resulting from care proceedings.
57. The pressure It is driven by two key factors:
 - A substantial increase in the average residential unit cost since 2020/21
 - An increase in demand to support high risk children with acute complex needs. This is reflected in both an increase in the ratio of staff to child need and

spiralling costs in commissioning the care support.

Schools (excluding DSG)

58. There was no variance at year end.

Children's Services Central Costs

59. The year-end underspend of £0.3m related to staff vacancies and project savings. These were planned underspends following the Summer 2022 action plan to reduce expenditure to offset against the Directorate forecast overspend.

High Needs DSG

60. the County Council's agreed High Needs deficit budget for 2022/23 was £20.3m. The outturn was a deficit of £11.3m, which is a further reduction compared to the £16.5m forecast included in the Business Management & Monitoring Report to Cabinet in March 2023. The forecast deficit has fluctuated with notification of increases in high needs learners within colleges and those placed within Independent and Non-Maintained Special Schools. A number of expected starts, that are subject to tribunal, have been delayed resulting in a reduction to the previously forecast spend. In addition, there have been a lower number of expected independent placements than initially budgeted, due to lower numbers of young people in schools in 2022/23, the continuation of the Enhanced Pathway scheme and the introduction of Early Intervention initiatives. The use of funding set aside for contract pressures was also lower than expected.

Early Years DSG

61. There is a £1.1m underspend at year end assuming that the impact of the January 2023 census (unknown until mid-March 2023) will result in additional grant of £0.7m. The final 2022/23 grant will not be published by the Department for Education (DfE) until July 2023. The increased funding reflects increased numbers of children.

62. There is also a net underspend of £0.26m as the contingency in the formula has not been used. The Early years funding formula for 2023/24 has been set without a contingency of £0.3m. Balances are moved to the Unusable Reserve at the end of the financial year.

63. Within the overall Early Years DSG block, the funding received for 2-year-olds was insufficient to cover the payments made in 2022/23.

Ringfenced Grants

64. As set out in Annex B-4, ring-fenced government grants received by the directorate in 2022/23 totalled £281.3m. £248.7m of the total was Dedicated Schools Grant. £7.8m related to funding for the Pupil Premium, £3.9m for Universal Infant Free School Meals, £4.0m funding for education needs related to the Homes for Ukraine scheme and £4.0m support for Asylum.

Virements

65. Confirmation of the un-ringfenced grant funding available for Extended Rights to Free Travel was received late in 2022/23. Virements to note actioned before year

end include a £0.455m increase in the expenditure budget for Access to Learning in compared to the £0.278m previously assumed in the budget. The funding has been taken into account in the final overspend on home to school transport.

Environment & Place

66. Environment & Place underspent by £3.0m against a budget of £63.9m.

Service Area	2022/23 Final Budget £m	Net Expenditure 2022/23 £m	Variance £m
Transport & Infrastructure	1.9	1.9	0.0
Planning, Environment & Climate Change	34.8	32.4	-2.4
Highways & Operations	25.0	24.4	-0.6
Directorate Support	2.2	2.1	-0.1
Total Environment & Place	63.9	60.8	-3.1

Transport & Infrastructure

67. The service area broke even at the year end.

Planning, Environment & Climate Change

68. This service area underspent by £2.4m. £2.1m of the underspend was in Environment & Circular Economy and reflects a significant reduction in waste tonnages requiring disposal compared to the previous two years. COVID-19 restrictions in 2020/21 and 2021/22 caused a substantial increase in waste due to more people being at home for work, school and leisure. As restrictions eased, coupled with the increased cost of living and economic uncertainty, waste tonnages fell. A further contributing factor was the summer drought which reduced garden waste.

Waste Stream	Underspend in £m	Outturn Tonnage	Budgeted Tonnage	Reduction in Outturn Tonnage compared to 2021/22
Recycling/composts	-1.1	159,420	171,637	-10.04%
Energy recovery	-0.3	103,163	105,758	-2.95%
Landfill	-0.4	8,108	10,471	-32.80%
Total	-1.8	281,024	287,866	

* note: Recycling / composting: dry recycling was down 7.31% and composting down 12.72% and it was a low year overall for green waste. Landfill is down by 32% due to a general decrease in landfill, but also because of the need to manage Persistent Organic Pollutants. Total household tonnage for 2022/23 was 278kts, and LACW (Local Authority Collected Waste - includes non-household items such as fly tipping and trade) was 288kts. both were significantly down.

69. The remainder of the underspend was mainly attributed to vacancy factors and efficiencies in delivering existing work. Teams were also able to capitalise more of their staffing costs than anticipated reducing the revenue impact.

Communities Management

70. Communities Management overspent by £1.6m due to the service redesign saving that has not been achieved in year. This has been managed and mitigated through underspends elsewhere within the directorate. The savings are now expected to be achieved in the 2023/24 financial year.

Highways & Operations

71. Highway Operations underspent by £0.5m. The final outturn position includes a £1.0m underspend in Network Management that has been achieved through greater levels of work being undertaken that has generated more permit income. Service teams conducted more enforcement activity resulting in larger income generation for the service area.
72. The underspend is partially offset through overspends in Highway Maintenance and Senior Service Management totalling £0.3m. These include to pressures in Highway Maintenance that have been reported through the year due to increased energy costs and greater number of defects brought about through adverse weather.
73. Supported Transport broke even after taking account of recharges to Children's Services.

Directorate Support

74. Directorate support underspent by £0.1m. This is primarily due to staffing vacancies within the Business Performance & Service improvement service area.

Ringfenced Grants

75. Total budgeted grants and contributions were £1.0m. As set out in Annex 4 the directorate received £2.6m of funding from various central government bodies including the Department for Transport, Department for Education and Homes England.

Reserves

76. £0.9m has been drawn down from the Grants & Contributions Reserve primarily to support public transport initiatives and growth deal partnership work undertaken throughout the year.
77. £0.2m ringfenced funding to be used to support countryside activity in future years has been added to the Grants & Contributions Reserve at year end.

Public Health and Community Safety

Public Health

78. Public health needs and services continue to adapt to changing demands and patterns of service use following the pandemic. As a result £1.4m ringfenced grant funding has been transferred to the Public Health reserve at the end of the year leaving a £0.3m underspend against council funded budgets.

Service Area	2022/23 Final Budget £m	2022/23 Final Outturn £m	Variance £m
Public Health Functions	35.6	33.9	-1.7
Public Health Recharges	0.6	0.6	0.0
Grant Income	-32.5	-32.5	0.0
Transfer to Public Health Reserve		1.4	1.4
Total Public Health	3.7	3.4	-0.3
Total Community Safety	25.0	25.0	0.0
Total Public Health and Community Safety	28.7	28.4	-0.3

79. Spend within the sexual health service was £0.6m less than budgeted. Use of sexual health services fell during the pandemic with both the temporary closure of some services as well as a significant shift to remote and online service use. Rather than the anticipated rebound in sexual health service activity following the pandemic, service use remains lower than before the pandemic during 2022/23. Contributing to this is the fact that the anticipated seasonal increase in activity linked to the return of university students did not materialise, alongside an ongoing high use of online services with associated cheaper tariffs – a service that has proved particularly popular amongst younger people.
80. Public Health grant funded projects in relation to childhood obesity and community outreach of additional smoking cessation support will be implemented in 2023/24. Although planned for 2022/23, the services were not sufficiently developed for implementation in that financial year, resulting in a £0.2m underspend in 2022/23.
81. £0.4m of the Public Health grant was allocated to support the COVID-19 incident response in 2022/23. This was not used due to a lower than anticipated rate of COVID-19.
82. Other Public Health services are reporting a £0.3m underspend mainly due to anticipated spend on mental health training not being delivered in 2022/23, the training is now planned for 2023/24. Public mental health training was not delivered because competing pressures in the public health start well team (particularly the resign of 0-19 services). Public mental health services will be developed in 2023/24 in line the Oxfordshire mental wellbeing strategy.

83. Significant additional funding has been provided to substance misuse services from national grants, to develop services and improve outcomes for drug and alcohol users. As a result, more clients have been sent to residential treatment, and this increased activity has resulted in a £0.1m overspend.

84. Comprehensive services for Domestic Abuse meeting the needs of the local population and in line with the Oxfordshire Domestic Abuse Strategy have been recommissioned and the new arrangements began in April 2023. Ahead of that current service levels were maintained. The availability of grant funding means there is a £0.3m underspend against council funded budgets.

Community Safety

85. The Fire and Rescue Service overspent by £0.1m as a result of backdated ill health retirement costs that have been charged into 2022/23.

86. Trading Standards underspent by £0.1m due to lower costs and late funding received towards costs in relation to a large investigation/prosecution.

Ringfenced Grants

87. As set out in Annex B-4 government grants received by the directorate totalled £34.4m for 2022/23.

88. The ringfenced Public Health grant was £32.6m. The grant was used to support Public Health activities throughout 2022/23 with unutilised grant transferred to the Grants & Contributions reserve for use in future years.

89. The council also received £1.4m in relation to the Firefighter's Pension Fund Grant, £0.3m Fire Protection Uplift Grant and £0.1m in total from the New Dimensions, Pension Administration and COVID-19 special grants.

Customers, Culture and Corporate Services

90. Services within Customers, Culture & Corporate Services overspent by £2.9m against a budget of £64.2m.

Service Area	2022/23 Final Budget £m	Net Expenditure 2022/23 £m	Variance £m
Corporate Services	1.9	2.1	0.2
Human Resources & Organisational Development	4.1	3.8	-0.3
Communications, Strategy & Insight	3.0	2.8	-0.2
IT, Innovation & Digital	11.7	11.6	-0.1
Culture & Customer Experience	11.5	11.9	0.4
Finance & Procurement	8.0	8.5	0.5
Property, Investment & Facilities Management	16.6	18.3	1.7
Law & Governance	6.9	7.6	0.7
Delivery & Partnership	0.5	0.5	0.0
Total Customers, Culture & Corporate Services	64.2	67.1	2.9

Corporate Services

91. The £0.2m overspend relates to additional staffing costs, the costs associated with staging the Proclamation (shared with Oxford City Council), and the cost of recruiting a new Chief Executive in 2023/24.

Human Resources and Organisational Development

92. An underspend of £0.1m relates to comprehensive service redesign not yet fully completed. The remaining work is planned for 2023/24.

Communications, Strategy and Insight

93. The £0.2m underspend is due to a combination of unsuccessful recruitment to vacancies and funding of some posts from Homes for Ukraine grant.

IT, Innovation and Digital

94. An underspend of £0.1m is from not renewing some IT support licenses as contracts are being reviewed.

Culture and Customer Experience

95. The £0.4m overspend is attributed to unachievable income target in Libraries due to changes in the market conditions including the loss of the DVD rental income stream. This aligns with the agreed budget pressure to reduce Libraries income target by £0.4m for 2023/24.

Finance & Procurement

96. The £0.5m overspend is mainly due to increased use of agency staff for backfilling and contracting out Internal Audit activity as result of vacancies, and cost of commissioning of specialist cost recovery services met within the Procurement budget.

Property, Investment and Facilities Management

97. The £1.7m overspend is mainly attributed higher costs from inflation, utilities and unachieved additional income targets.
98. School Catering overspent by £0.6m due to higher food costs and lower uptake in school meals linked to cost of living pressures.
99. School Cleaning overspent by £0.5m due to higher costs and a £0.3m additional income target was unachieved.
100. Joint Use Arrangements overspent by £0.2m due to higher costs and lower income. Corporate Estates overspent by £0.3m as a result of higher utilities prices.

Law and Governance

101. The £0.7m overspend relates to Legal Services where increased childcare cases have led to the number of locums doubled compared to last year and at significantly higher hourly rate due to the national shortage of Childcare solicitors.

Delivery & Partnership

102. This service achieved a breakeven position and includes the delivery of the COVID-19 and Migration programme, and Corporate Transformation. The budget was mainly funded from earmarked reserves and specific government grants.

Ringfenced Grants

103. As set out in Annex B-4 government grants received by the directorate totalled £2.8m in 2022/23.

Medium Term Financial Plan Savings

104. The 2022/23 budget agreed by Council in February 2022, included planned savings of £17.8m. As set out in paragraph 15 43% of these savings have been delivered compared to the target of 95% set out in the budget agreed by Council in February 2022.

Adult Services

105. £2.0m savings achieved in 2022/23 reflect the on-going impact of the “The Oxfordshire Way”, a narrative and roadmap for the transformation of Adult Social Care and the role it will play within our communities.
106. Savings of £1.2m relating to the turnover and utilisation of block contracts for residential and nursing care and £1.1m relating to a programme to invest in supported and dementia care accommodation that it was not possible to achieve in 2022/23 are now built into the directorate’s savings delivery programme and expected to be achieved in 2023/24.
107. £0.6m savings for the review of block contract for care home beds, a £1.1m reduction in the cost of out of area placements and placement commissioning savings are also expected to be achieved in 2023/24.

Children’s Services

108. A saving of £1.0m relating to Home to School Transport was planned to be achieved through adjusting the price of the spare seat scheme to reflect the increasing cost of providing this service, reviewing areas of discretionary spend and adapting policies to bring the Oxfordshire transport offer more in-line with other parts of the Country, optimising routes to reduce emissions and make savings and running services more efficiently and ensuring eligibility is tightly managed. As noted in paragraph 48 increases in activity during the year meant it was not possible to achieve this saving.

Environment & Place

109. The energy usage saving through LED conversion project is being met but the increasing cost of electricity has added a pressure. Therefore, this has significantly reduced the ability to achieve £1.7m savings from reduced energy and maintenance costs relating to streetlighting.

110. £0.4m Home to school contract management and fleet management savings through use of technology and improved process were not delivered in year due to delayed system development and delays on one fleet project.
111. £0.3m development and implementation of new service delivery model for the travel planning team was not delivered throughout the 2022/23 due to delays in the project.

Customers, Culture & Corporate Services

112. £1.4m savings for Property Services transformational, efficiency and service specific saving initiatives are now expected to be achieved in future years. The Property and Asset Strategy is approved, and the Oxford City Accommodation Strategy work started in February 2023.
113. £0.3m savings related to renegotiation of existing cleaning contracts and additional income from new cleaning contracts are now planned to be delivered in 2023/24.
114. Cost of living pressures impacted on school meal uptake plus high food costs combined with no capacity to increase school meal prices hampered the opportunity for income growth. This means that a £0.1m saving related to additional income from review of School Catering Services - enhancing the service to enable it to develop a more commercially enhanced operating model could not be achieved in 2022/23.

Debt Management

Corporate Debtors

115. The final 120-day invoice collection rate, for invoices collected within 120 days, was 98.7% in March 2023. The average for the year was 96.5%. This was above the 95% target and 98.5% on invoice value.
116. The target level for debt requiring impairment at the end of 2022/23 was £0.3m. The actual level of debt requiring impairment was £0.45m as at 31 March 2023. The largest two cases account for 44% of the total bad debt. The top bad debt case accounts for £0.15m of the required impairment; this relates to a company in liquidation and is assessed as unrecoverable.
117. 132 corporate write-offs were processed in 2022/23 with a combined value of £0.02m. This is 0.01% of the value of invoices raised and is in line with the expected collection performance. A further nine corporate write offs were processed with a value of £0.3m. The largest, £0.29m, related to a care provider whose liquidation was finalised this year and reported to Cabinet in November 2022.

Adult Social Care Debtors

118. The 120-day invoice collection rate was 89.5% in March 2023, below the 92% target. However, more positively looking at the past 12 months in full the figure is 91% of invoice collected with 120 days and direct debit collections increased from 59% to 61%.

119. The final balance of bad debt requiring impairment in the council's accounts was £4.5m. This is £0.9m above the current balance and the increase is included in the year end position for Adult Services. This reflects the trailing impact of COVID-19 which has impacted resources, volumes of work and the cost of living impact on individuals who pay for care.
120. Adult Services are developing an improvement plan to address the current debt and bad debt levels, including addressing issues with the business processes related to financial assessment, charging and recovery. They are also strengthening performance management and oversight in this area.
121. There were 188 Adult Social care write offs processed this year with a value of £0.32m or 0.7% of the value of invoices raised; the target for the year was less than 1.0% of the value of invoices raised.

Budgets Held Centrally

122. There was a combined underspend of £10.4m against budgets held centrally. This includes a £0.9m underspend on budget held as contingency that has not been allocated to meet pressures in 2022/23.
123. The budget agreed in February 2022 included a £8.4m budgeted drawdown from the COVID-19 reserve. The use of a further £2.4m funding held in the reserve was agreed during the year increasing the total contribution to £10.8m.
124. £46m of new external borrowing was originally forecast to be taken during 2022/23. Owing to higher cash balances and a change in the interest rate outlook, no new external borrowing was taken during 2022/23. As a result, interest payable on debt was £13.8m compared to the original budget of £14.4m, giving an underspend of £0.6m.
125. The borrowing costs and minimum revenue provision for capital projects funded by Prudential Borrowing are either recharged to directorates where savings arising from the scheme are expected to meet them or met corporately from the budget for capital financing costs. Funding from the Enterprise Zone 1 retained business rates is supporting the cost of borrowing related to the OxLEP City Deal Programme (for which the Council is the Accountable body).

Reserves

126. On 1 April 2022, one – off funding held in earmarked reserves totalled £183.6m. As set out in Annex B-3a this increased to £202.7m as at 31 March 2023. The increase includes budgeted net contributions to/from reserves totalling £15.3m agreed in February 2022, plus other net changes during the year totalling £3.8m.
127. The DSG reserve held a deficit balance of £23.6m on 1 April 2022. The net deficit added to the reserve in 2022/23 was £10.0m. After taking this into account the closing deficit balance was £33.6m as at 31 March 2023.

Annex B
Business Management Report Summary of Financial Position for 2022/23

128. Reserves held by the council, including planned contributions agreed as part of the 2022/23 budget and other changes during the year are summarised in the table below. Most of the funding is being held for specific agreed purposes and will be used to support revenue expenditure or to fund the capital programme. Aside from the planned contributions the increase in reserves compared to 1 April 2022 predominantly relates to Homes for Ukraine & other grants that have been received ahead of the anticipated expenditure being incurred.

Reserves	Balance at 31 March 2022 £m	Budgeted Contributions to/from Reserves £m	Other Changes to Reserves £m	Balance at 31 March 2023 £m
Revenue Grants Unapplied				
Grants and Contributions Reserve	24.7		12.3	37.0
COVID-19 Reserve	26.2	-8.4	-2.4	15.4
Government Initiatives Reserve	3.4		-1.1	2.3
Subtotal	54.3	-8.4	8.8	54.7
Corporate Priorities				
Budget Priorities Reserve	18.5	9.5	-16.6	11.4
Transformation Reserve	2.2		-0.7	1.5
Zero Emissions Zone			0.5	0.5
Youth Provision Reserve	0.2			0.2
Subtotal	20.9	9.5	-16.8	13.6
Funding for Risk				
Insurance Reserve	11.8		1.1	12.9
Demographic Risk Reserve	9.0	4.0		13.0
Council Elections	0.2		0.2	0.4
Redundancy Reserve	3.3		-0.9	2.4
Trading Accounts	0.5		-0.3	0.2
Council Tax Collection Fund Reserve	6.0		-3.0	3.0
Business Rates Reserve	4.1		5.5	9.5
Subtotal	34.9	4.0	2.6	41.4
Capital & Equipment				
Capital & Prudential Borrowing Reserves	47.9	7.5	12.4	67.8
Vehicle and Equipment Reserve	2.7		0.8	3.4
Investment Pump Priming Reserve	2.0			2.0
Subtotal	52.6	7.5	13.2	73.2
Other Reserves				
Partnership Reserves	2.4		-0.5	1.9
On-Street Car Parking Reserve	4.0		0.9	4.9
Budget Equalisation Reserve		2.7	-2.7	0.0

Annex B
Business Management Report Summary of Financial Position for 2022/23

Reserves	Balance at 31 March 2022 £m	Budgeted Contributions to/from Reserves £m	Other Changes to Reserves £m	Balance at 31 March 2023 £m
Subtotal	6.4	2.7	-2.3	6.8
Unusable				
Schools' Reserves	14.5		-1.6	12.9
Total	183.6	15.3	3.8	202.7
DSG Reserve ²	-23.6	0.0	-10.0	-33.6
Total Reserves	160.0	15.3	-6.2	169.1

Grants and Contributions Reserve

129. This reserve holds underspends on ringfenced grant funding which needs to be used in accordance with the grant conditions in future years. Almost half of the £37.0m balance at 31 March 2023 relates to £16.8m grant funding for the Homes for Ukraine scheme that has not been required to be spent by the end of 2022/23. This will be used to support the on-going cost of the scheme in Oxfordshire in future years. £2.1m funding for education costs relating to the scheme is also held in the reserve.

130. Public Health grant funding held in the reserve totalled £5.9m at 31 March 2023. The planned use of the reserve was considered as part of the Budget & Budget process for 2023/24 and noted that a three way approach would be taken:

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

131. A revised plan to utilise the reserve is being worked on with a further £1.8m currently forecast to be spent in 2023/24, £0.9m in 2024/25 and £0.5m in 2025/26, leaving a balance of £2.7m.

132. £2.3m relates to the remaining balance of the £5.0m of the BT Openreach Broadband Gainshare that was received in 2021/22. This will be used to fund future ICT related capital expenditure in accordance with the gainshare agreement.

133. £3.9m Section 106 funding for Public Transport will be used in accordance with the agreements.

² The cumulative High Needs DSG deficit held within the DSG reserve total increased from £29.8m as at 1 April 2022 to £41.1m at 31 March 2023.

134. Funding relating to the Fire Uplift Grant totals £0.5m at 31 March 2023. This is being held to fund employee costs expected to be incurred over the next three to five years.

COVID-19 Reserve

135. Funding held in the COVID-19 reserve as at 1 April 2022 was £26.2m. Calls on the reserve in 2022/32 included £8.4m funding for directorate pressures agreed as part of the 2022/23 budget, £1.0m agreed to be used to offset pressures in Children's Services on the basis that some of the additional cost and activity for Children we Care For was driven by the on-going impact of the COVID-19 pandemic and further calls totalling £1.2m agreed during 2022/23.

136. A summary of the actual and planned use of the reserve is included at Annex B-3a. The balance held in the reserve as at 31 of March 2023 is £15.4m. As agreed in the 2023/24 budget and Medium Term Financial Strategy £13.4m is planned to be used to fund COVID-19 related pressures in future years. The uncommitted balance of £2.0m is available to support further COVID-19 pressures on a one-off basis.

Government Initiatives Reserve

137. This reserve is used to hold underspends on directorate budgets funded by un-ringfenced grants so that the funding remains available for use to support the specified purpose of the grant in future years.

138. £0.3m added to the reserve at the end of 2022/23 relates to charging reform and reflects elements of the Trailblazer programme where costs will continue to be incurred by Adult Services in 2023/24 and 2024/25 ahead of the revised date for charging reform in autumn 2025.

139. £0.7m will be used to support the provision of accommodation-based support to victims of domestic abuse and their children and the graduate trainee programme in future years.

140. £0.6m relates to Children's Services and includes funding for adoption reform, SEN Strategic Planning and School Improvement Grant.

141. £0.6m relates to accumulated unused balances from grant funded projects in the iHub and will be held as a contingency to continue to fund grant funded project staff.

Budget Priorities Reserve

142. The net contribution from this reserve in 2022/23 was £7.1m reducing the total held to £11.4m. A one – off budgeted contribution totalling £7.7m was agreed as part of the 2022/23 budget and Medium Term Financial Strategy and was added to the existing planned contribution of £1.8m.

143. As set out in the Earmarked Reserves and General Balances Policy Statement for 2022/23 £7.0m was transferred to the Capital Reserve to help meet the costs of the 20 MPH Speed Limit Programme and the Zero Emission Buses Regional

Areas (ZEBRA) Schemes. The following use of the reserve to support revenue expenditure was also agreed during 2022/23:

- Vision Zero £0.250m
- Food Strategy £0.250m
- Low Traffic Neighbourhoods £0.360m
- Council Tax Hardship Schemes (up to) £0.380m
- Replacement trees on highways £0.185m

144. As noted in paragraph 38 £8.1m has been drawn down to fund Adult Social Care and Mental Health expenditure in 2022/23. Total funding for Adult Social Care held in the reserve reduced from £10.7m at 1 April 2022 to £2.6m at 31 March 2023. The remaining funding is committed for use in 2023/24.

145. As set out in the Earmarked Reserves and General Balances Policy Statement 2023/24, £1.2m of the £11.4m funding held in the reserve at the end of 2022/23 will be used to allow the council to unlock the full £5.2m grant offered by government to fund four children's homes, plus £3.0m to support climate action including tree replacement. A further £2.9m will be used to support revenue investments agreed as part of the 2023/24 budget.

Zero Emissions Zone (ZEE)

146. Surpluses generated by Network Coordination are being ringfenced for the development and expansion of the ZEE in the future years, as well as funding the ongoing cost and maintenance of the existing scheme in Oxford. Cabinet is asked to approve the creation of a new reserve to hold this income for future use and note that £0.5m income received during the year has been added to the reserve at the end of 2022/23.

Demographic Risk Reserve

147. In light of the significant pressures relating to High Needs and other budgets with demographic volatility a demographic risk reserve was created in 2019/20. £13.0m was held in the reserve at the end of 2022/23.

Business Rates Reserve

148. This reserve is held to manage fluctuations in Business Rate income that the Council receives. Business Rate income for 2022/23 was estimated in the budget agreed in February 2022 as information about both the 2022/23 income and 2021/22 deficit position was received from the district councils after the budget was agreed. As set out in the Business Management & Monitoring Report to Cabinet in July 2022 the actual income was £5.9m more than estimated in the budget and was added to the Business Rates Reserve pending agreement about the use of this funding. £0.5m Tax Income Guarantee funding that was received in previous years was repaid to DLUHC from funds held in the reserve during 2022/23. The use of £9.5m funding held in the Business Rates Collection Fund Reserve will be considered as part of the Budget & Business Planning process for 2024/25.

Capital & Prudential Borrowing Reserves

149. The Capital Reserve holds capital receipts and other funds to meet the cost of borrowing to finance the capital programme. Funding held in the reserve will be used to meet the costs of the capital programme and pipeline agreed in February 2022.

Vehicle & Equipment Reserve

150. £2.7m is held in reserves at the year-end for the renewal of fire and rescue vehicles and breathing apparatus equipment. This reflects an in-year increase of £0.9m with a larger scale of renewal expected from 2023 onwards.

151. £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 Emergency Service Mobile Communications Programme.

Investment Pump Priming Reserve

152. This reserve is held to meet the costs of self-financing schemes which require pump priming until the funds are returned. The following schemes were agreed to be funded from this reserve as part of the budget agreed in February 2023.
- 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

On-Street Parking Account

153. Expenditure and income relating to parking is required to be transacted through the parking account. In accordance with Section 55(4) of the Road Traffic Regulation Act 1984, the Cabinet is required to approve that any surplus from the parking account can be carried forward to support infrastructure and maintenance in future years. After taking into account net income of £3.1m and a £2.1m contribution to support the revenue budget a net contribution of £1.0m has been made to the reserve. This contribution is primarily to be held for the benefit of the Highways Infrastructure and Parking Account to fund future drawdowns.

Schools' Reserves

154. Maintained schools' balances were £14.5m at 1 April 2022 and decreased to £12.9m at 31 March 2023. As set out in Annex C-3b, 117 schools had surplus balances at 31 March 2023, while 17 had deficits. This is in comparison to 31 March 2022 where 124 schools were in surplus and 13 in deficit.
155. In 2022/23 three maintained schools with a surplus balance converted to academy status. The net increase of four schools with deficit balances was due to 8 schools moving to a deficit from a surplus position, offset by four schools moving to a surplus from a deficit position. There was an overall increase in deficit balances of £0.4m. All schools with deficit budgets are subject to a strategy intervention.
156. Surplus balances decreased by £1.2m. This reflects the inflationary pressures within schools from rising energy costs and pay awards. 152 schools have converted to academy status as at 31 March 2023. Under the transfer of Balances

Regulations, the local authority must transfer the school balances to the successor academy once the closed school accounts have been finalised and agreed. A total of £0.3m remains to be agreed and passed to academies.

Budget Equalisation Reserve

157. This reserve is used to smooth the timing differences between funding changes and emerging pressures over the period of the MTFS. As part of the Business Management & Monitoring report to Cabinet in January 2023, £1.8m was agreed to be transferred into the Transformation Reserve to meet costs associated with continuous improvement and transformation programmes.

DSG Reserve

158. Schedule 2 to the School and Early Years Finance (England) Regulations 2022, requires a deficit on the Dedicated School's Grant to be carried forward to be funded from future DSG income unless permission is sought and received from the Secretary of State for Education to fund the deficit from general council resources.

159. The total deficit transferred to the DSG reserve at the end of 2022/23 was £10.0m. This consists of the overspend of £11.3m on High Needs, offset by a £1.1m underspend on Early Years, and other minor adjustments. The addition of the deficit for 2022/23 increases the net negative balance to £33.6m. Within the overall total, which also includes positive balances held for Early Years and other purposes, the total unusable High Needs deficit has increased from £29.8m at 1 April 2022 to £41.1m at 31 March 2023.

160. The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2020 (SI 2020 No 1212), made by what is now the Department for Levelling Up, Housing and Communities (DLUHC), require DSG deficits to be held in a separate reserve in local authorities' accounts. These regulations, which require the negative balance to be held in an unusable reserve, will come to an end on 31 March 2026. The impact of the unusable reserve on the council's ability to set a balanced budget over the medium term will need to be considered through the Budget & Business Planning Process for 2024/25.

Treasury Management

161. In house interest receivable was £5.4m above budget and totalled £7.0m. The budget was set in February 2022 when the forecast for interest rates was significantly below official bank rates during the financial year. Of the £5.4m overachievement, approximately £3.5m has been applied to developer contributions to index those in line with the Section 106 agreements.

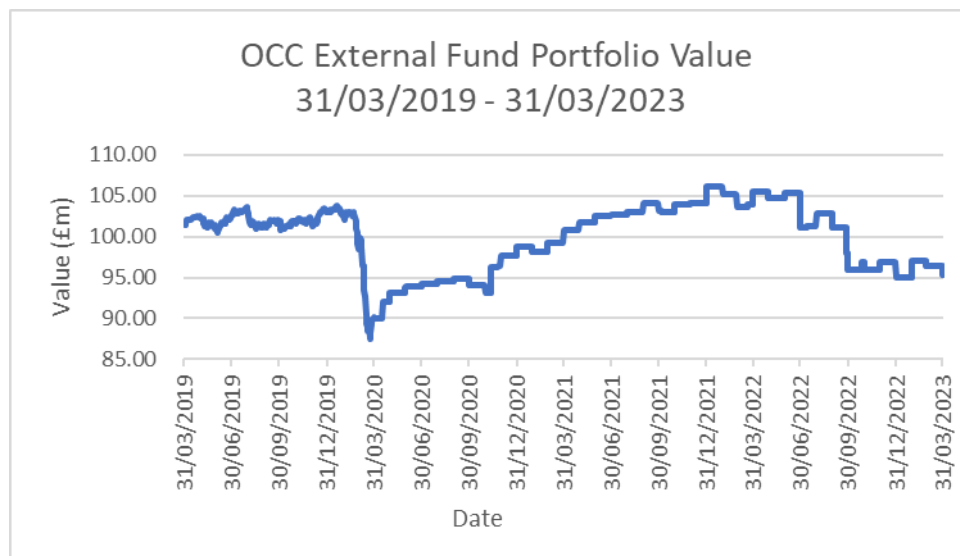
162. External Fund dividends are paid quarterly. The provisional outturn position for external fund returns was £4.3m. This is £0.6m above budget.

163. The value of external funds decreased by £10.2m during the year, to a value of £95.4m as at 31 March 2023. Volatility in the value of the funds has been driven by the war in Ukraine and the resulting global financial pressures. Whilst the value

Annex B

Business Management Report Summary of Financial Position for 2022/23

of the funds is currently below the purchase cost of £100.5m, they have produced income of £16.4m since March 2019.



164. Interest payable totalled £13.8m. This was below the budget of £14.4m, due to a lower level of external debt at year end compared to the budget.

Business Rates Funding

165. Business rates funding assumed in the 2022/23 budget agreed included estimated grant funding for business rates reliefs for hospitality and leisure businesses impacted by the COVID-19 pandemic as well as an estimated deficit of £1.6m. Confirmation of £8.2m grant funding was received in January 2023. The £3.5m additional funding compared to the budget is included in the year end position along with the council's £0.6m share of the Surplus Distribution Levy that was announced in February 2023.

General Balances

166. As set out in Annex B-5 general balances were £39.2m as at 1 April 2022. A £1.0m planned contribution to balances was included as part of the budget agreed in February 2022 as well as the use of £3.0m to support the capital programme. Calls on balances agreed during the year include £0.5m to fund a schools' condition survey and £0.7m to fund the Children's Services Recruitment and Retention Strategy.
167. Balances have reduced to £22.6m as at 31 March 2023 after funding the overspend of £13.4m. This is £7.6m lower than the risk assessed level of £30.2m for 2023/24.
168. Funding of £6.8m estimated to be required to top balances up to the risk assessed level for 2023/24 was included in the budget for 2023/24. Since the overspend is £0.8m higher than assumed when the budget was set further one-off funding of £0.8m will need to be added to balances in 2023/24. This will be funded from the £5.0m additional Business Rates and Council Tax funding noted in the Financial Monitoring Report to Cabinet in May 2023. The remaining balance

Annex B

Business Management Report Summary of Financial Position for 2022/23

of £4.2m will be added to contingency, as agreed by Cabinet in May 2023.

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Business Management & Monitoring Report
Position as at the end of March 2023
Budget Monitoring

Directorate	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance January 2023	Change in Variance	Year End Traffic Light
	£000	£000	underspend-overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Adult Services	215,598	218,451	2,853	1.3%	4,900	-2,047	A
Children's Services	153,747	172,914	19,167	12.5%	17,100	2,067	R
Environment and Place	63,871	60,819	-3,052	-4.8%	-2,100	-952	G
Public Health	3,693	3,382	-311	-8.4%	-300	-11	G
Community Safety	24,994	24,975	-19	-0.1%	0	-19	G
Customers, Culture and Corporate Services	64,241	67,141	2,900	4.5%	2,853	47	R
Directorate Total Net	526,144	547,682	21,538	4.1%	22,453	-915	R

Business Management & Monitoring Report
Position as at the end of March 2023
Budget Monitoring

Directorate	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance January 2023	Change in Variance	Year End Traffic Light
	£000	£000	underspend- overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Budget held Centrally						0	
Capital Financing	26,084	23,957	-2,127	-8.2%		-2,127	
Interest on Balances	-12,973	-13,285	-312	2.4%	-2,418	2,106	
Contingency	1,864	899	-965	-51.8%	-1,100	135	
Unringfenced Specific Government Grants	-37,254	-37,124	130	-0.3%		130	
Insurance	1,365	1,359	-6	-0.4%		-6	
Contribution to COVID-19 Reserve	-9,572	-10,847	-1,275	13.3%	-1,000	-275	
Contributions to (+)/from (-)reserves	24,905	25,637	732	2.9%		732	
Contribution to (+)/from(-) balances	-200	-200	0	0.0%		0	
Other	0	22	22			22	
Total Budget held Centrally	-5,780	-9,582	-3,802	65.8%	-4,518	694	
Net Operating Budget	520,364	538,100	17,736	3.4%	17,935	-221	
Business Rates & Council Tax Funding	-520,378	-524,670	-4,292		-3,500	-792	
Forecast Year End Position	-14	13,430	13,444	2.6%	14,435	-1,013	

Business Management and Monitoring Report: Adult Services
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
SCS1	<u>Adult Social Care</u>					
SCS1-1A	Age Pool Contribution	68,923	70,757	1,834	2,000	-166
SCS1-1B	Live Well Pool Contribution	123,222	126,856	3,634	3,900	-266
SCS1-2 to 9	Other Adult Social Care Services					
SCS1-2	Adult Protection & Mental Capacity	4,353	4,485	132	0	132
SCS1-3	Provider & Support Services	4,138	4,435	297	0	297
SCS1-4	Domestic Violence & Abuse Support Service	0	0	0	0	0
SCS1-5	Housing Related Support	1,380	1,381	1	0	1
SCS1-6	Other Funding	-9,817	-10,440	-623	0	-623
SCS1-8	Adult Social Care Recharges	5	-1	-6	0	-6
SCS1-9	Adult Social Care Staffing & Infrastructure	16,665	15,608	-1,057	-400	-657
	Total Other ASC Services	16,724	15,468	-1,256	-400	-856
	Total Adult Social Care	208,869	213,080	4,211	5,500	-1,289
SCS2	Commissioning	6,729	5,370	-1,359	-600	-759
	Total Adult Services	215,598	218,451	2,853	4,900	-2,047

Business Management & Monitoring Report: Children's Services
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF1	<u>Education & Learning</u>					
CEF1-1	Management & Central Costs	1,304	1,173	-131	-800	669
CEF1-2	SEND	6,897	6,492	-405	0	-405
CEF1-3	Learning & School Improvement	1,209	1,027	-182	0	-182
CEF1-4	Access to Learning	27,581	29,117	1,536	1,100	436
CEF1-5	Learner Engagement Service	409	207	-202	0	-202
Total Education & Learning		37,400	38,016	616	300	316
CEF2	<u>Children's Social Care</u>					
CEF2-1	Management & Central Costs	5,524	5,560	36	0	36
CEF2-2	Social Care	33,030	34,360	1,330	2,100	-770
Total Children's Social Care		38,554	39,920	1,366	2,100	-734

Business Management & Monitoring Report: Children's Services
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF3	<u>Children's Social Care Countywide Services</u>					
CEF3-1	Corporate Parenting	57,983	73,273	15,290	13,000	2,290
CEF3-2	Safeguarding	4,392	4,458	66	0	66
CEF3-3	Services for Disabled Children	9,359	11,480	2,121	2,200	-79
CEF3-4	Youth Offending Service	972	944	-28	-100	72
	Total Children's Social Care Countywide Services	72,706	90,155	17,449	15,100	2,349
CEF4	<u>Schools</u>					
CEF4-1	Delegated Budgets	0	-7	-7	0	-7
CEF4-2	Nursery Education Funding (EY)	0	0	0	0	0
CEF4-3	Non-Delegated School Costs	216	221	5	0	5
CEF4-4	School Support Non-Negotiable Recharges	0	0	0	0	0
CEF4-5	Capitalised Repairs & Maintenance	0	0	0	0	0
	Total Schools	216	214	-2	0	-2

Business Management & Monitoring Report: Children's Services
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF5	<u>Children's Services Central Costs</u>					
CEF5-1	Management & Administration	1,028	900	-128	-400	272
CEF5-2	Premature Retirement Compensation	3,243	3,154	-89	0	-89
CEF5-3	Commissioning Recharge	600	555	-45	0	-45
Total Children's Services Central Costs		4,871	4,609	-262	-400	138
Total Children's Services		153,747	172,914	19,167	17,100	2,067
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)						
	Schools DSG	127,343	127,013	-330	0	-330
	High Needs DSG	75,276	86,576	11,300	16,500	-5,200
	Early Years DSG	41,263	41,339	76	0	76
	Central DSG	4,820	4,820	0	0	0
Total DSG Funded Expenditure		248,702	259,748	11,046	16,500	-5,454

Business Management & Monitoring Report: Environment and Place
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
EP1	Transport & Infrastructure	1,907	1,907	0	0	0
EP2	Planning, Environment & Climate Change	34,789	32,413	-2,376	-1,900	-476
EP3	Highways & Operations	24,951	24,337	-614	-200	-414
EP4	Directorate Support	2,224	2,162	-62	0	-62
TOTAL ENVIRONMENT AND PLACE		63,871	60,819	-3,052	-2,100	-952

Business Management & Monitoring Report : Public Health & Community Safety
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
PH 1 & 2	Public Health Functions					
PH1-1	Sexual Health	6,440	5,804	-636	-200	-436
PH1-2	NHS Health Check Programme	645	624	-21	0	-21
PH1-3	Health Protection	8	1	-7	0	-7
PH1-4	National Child Measurement Programme	154	113	-41	0	-41
PH1-5	Public Health Advice	150	150	0	0	0
PH1-6	0 - 5 year olds	8,848	8,848	0	0	0
PH2-1	Obesity	1,104	1,028	-76	-100	24
PH2-2	Physical Activity	361	361	0	0	0
PH2-3	Public Health General	2,161	2,175	14	0	14
PH2-4	Smoking and Tobacco Control	615	531	-84	-100	16
PH2-5	Children's 5-19 Public Health Programmes	2,297	2,297	0	0	0
PH2-6	Other Public Health Services	1,621	964	-657	-600	-57
PH2-7	Drugs and Alcohol	9,610	9,768	158	300	-142
PH2-8	Domestic Violence	1,615	1,304	-311	-300	-11
	Total Public Health Functions	35,629	33,968	-1,661	-1,000	-661
PH3	Public Health Recharges	633	590	-43	0	-43
PH4	Grant Income	-32,569	-32,569	0	0	0
	Transfer to Public Health Reserve	0	1,393	1,393	700	693
	Total Public Health	3,693	3,382	-311	-300	0
EE4	Community Safety	24,994	24,975	-19	0	-19

Business Management & Monitoring Report : Public Health & Community Safety**Position as at the end of March 2023****Revenue Budget Monitoring**

	Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
	£000	£000	underspend- overspend+ £000	£000	£000
Total Community Safety	24,994	24,975	-19	0	-19

Business Management & Monitoring Report: Resources
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
				underspend- overspend+		
		£000	£000	£000	£000	£000
CC&CS1	Corporate Services	1,891	2,078	187	219	-32
CC&CS2	Human Resources & Organisational Development	4,084	3,723	-361	-349	-12
CC&CS3	Communications, Strategy & Insight	3,066	2,813	-253	-149	-104
CC&CS4	ICT & Digital	11,772	11,603	-169	-116	-53
CC&CS5	Culture & Customer Experience	11,474	11,935	461	439	22

Business Management & Monitoring Report: Resources
Position as at the end of March 2023
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance January 2023	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CC&CS6	Finance	8,077	8,459	382	860	-478
CC&CS7	Property, Investment & FM	16,527	18,447	1,920	1,202	718
CC&CS8	Law & Governance	6,850	7,583	733	747	-14
CC&CS9	Delivery & Partnership	500	500	0	0	0
Total Resources		64,241	67,141	2,900	2,853	47

Business Management & Monitoring Report
Position as at the end of March 2023

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	Jun	Feb	Activity transfer from E&P to CSC as part of transformation.	COD5	Culture & Customer Experience	P	57	0
		Mar	Use of reserves - 2022/23 closedown	EP3	Highways & Operations	P	-57	0
				COD1	Corporate Services	T	426	0
			Streamline Adult Social Care Assessment Grant 2022/23	VSMMGT	Strategic Measures	T	-426	0
				SCS1-9	Adult Social Care Staffing & Infrastructure	T	224	0
			Soulbury Pay Award for 2022/23	VSMMGT	Strategic Measures	T	0	-224
				CEF1-2	SEND Service	T	65	0
				CEF1-3	Learning & School Improvement	T	2	0
				VSMMGT	Strategic Measures	T	-67	0
			OxLEP - reversal 2022000528	COD7	Property & Community Facilities Management	T	-1	0
				VSMMGT	Strategic Measures	T	1	0
			Supporting families PBR Q4	CEF3-2	Safeguarding	T	270	0
				VSMMGT	Strategic Measures	T	0	-270
			Reverse School Admissions to CSC virement 22-23	CEF4-4	Schools Support Service Recharges	P	46	0
				COD5	Culture & Customer Experience	P	-46	0
			Reverse Pay Award 22/23 - applied in error - 2023000666	CEF1-3	Learning & School Improvement	T	-14	0
				CEF3-1	Corporate Parenting	T	0	0
				CEF4-3	Non-Delegated Schools Costs	T	9	0
				VSMMGT	Strategic Measures	T	5	0
			Reverse virement 2022000528 from net nil budget re: "new FM cost centre for hybrid digital post..."	CEF1-2	SEND Service	P	0	0
				COD7	Property & Community Facilities Management	P	0	0
			Reverse virement 2022000528 from net nil budget re: Centralised Digital Postage project	CEF1-3	Learning & School Improvement	P	1	0
				COD7	Property & Community Facilities Management	P	-1	0
			Reverse virement 2022001197 from net nil budget re: "new FM cost centre for hybrid digital post..."	CEF1-3	Learning & School Improvement	P	7	0
				COD7	Property & Community Facilities Management	P	-7	0
			Extended Free Home to School Transport un-ringfenced grant	CEF1-4	Access to Learning	T	455	0
				VSMMGT	Strategic Measures	T	0	-455

Business Management & Monitoring Report
Position as at the end of March 2023

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

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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	Jun	Feb	Grants budget tidy 22.23	CEF1-3	Learning & School Improvement	T	81	-81
				CEF4-1	Delegated Budgets	T	-57	57
			CORRECTION - 24CS1 adult facing services	CEF2-1	Management & Central Costs	P	185	0
				CEF3-2	Safeguarding	P	-185	0
		Mar	Saving - 24CS25 CYPF Admin	CEF2-1	Management & Central Costs	P	75	0
				CEF5-1	Management & Admin	P	-75	0
			HN DSG Place change notification from ESFA 16.3.2023	CEF1-2	SEND Service	T	-193	193
			School Improvement de-delegation budget	CEF1-3	Learning & School Improvement	P	238	-238
AS	Jun	Feb	Price Uplift 22/23 Budget reallocation	SCS1-1A	Age Well Pool Contribution	P	3	0
				SCS1-1B	Live Well Pool Contribution	P	86	0
				SCS1-6	Other Funding	P	-89	0
			Children's equipment Transfers	SCS1-1A	Age Well Pool Contribution	T	0	0
			Allocation of the Market Sustainability and Fair Cost of Care Grant against costs incurred.	SCS1-1A	Age Well Pool Contribution	T	1160	-1160
				SCS2	Commissioning	T	-1160	1160
			NHS Reserves Money	SCS1-1B	Live Well Pool Contribution	T	0	0
		Mar	Price Uplift 22/23 Budget reallocation	SCS1-1A	Age Well Pool Contribution	P	50	0
				SCS1-1B	Live Well Pool Contribution	P	89	0
				SCS1-6	Other Funding	P	-139	0
			Budget tidy to remove income no longer anticipated following the cessation of an agreement.	SCS1-9	Adult Social Care Staffing & Infrastructure	P	-60	60
			NHS Reserves Money - Live Well Pool	SCS1-1B	Live Well Pool Contribution	P	0	0
			Remove recharge budget no longer required	SCS1-3	Provider & Support Services	P	-1	54
				SCS1-9	Adult Social Care Staffing & Infrastructure	P	-54	0
			Allocation of Assurance Budget 23/24	SCS1-2	Adult Protection & Mental Capacity	T	12	0
				SCS1-9	Adult Social Care Staffing & Infrastructure	T	-12	0
CC&CS	Jun	Feb	Central Offices virements to various other Facilities Management cost centres	COD7	Property & Community Facilities Management	P	2	-2
		Mar	K10235 - move budget between GL lines to match actuals for new FY	COD7	Property & Community Facilities Management	P	0	0
Grand Total							451	-451

Business Management & Monitoring Report
Position as at the end of March 2023
Earmarked Reserves

	2022/23			Last reported forecast as at 31 March 2023	Change in closing balance to last forecast	Commentary
	Balance at 1 April 2022	Movement	Balance at 31 March 2023			
	£m	£m	£m	£m	£m	
Schools' Reserves	14.6	-1.6	13.0	6.2	7	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.
Vehicle and Equipment Reserve	2.7	0.8	3.5	2.6	0.9	This reserve is to fund future replacements of vehicles and equipment.
Grants and Contributions Reserve	24.7	12.6	37.3	16.8	20.5	This reserve holds unspent grants and contributions committed to be spent in future years. This includes the Public Health Grant and £14.4m on-going funding for the Homes for Ukraine Scheme.
Government Initiatives	3.4	-1.1	2.3	0.5	1.8	This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.
Trading Accounts	0.4	-0.3	0.1	0.2	-0.1	This reserve holds funds relating to traded activities to help manage investment.
Council Elections	0.1	0.2	0.3	0.3	0.0	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.
Partnership Reserves	2.4	-0.5	1.9	2.4	-0.5	This relates to funding for the Growth Deal
On Street Car Parking	4.0	1.0	5.0	4.0	1.0	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.
Zero Emission Zone	0.0	0.5	0.5	0.0	0.5	This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEZ in the future years.
Transformation Reserve	2.2	-0.7	1.5	0.7	0.8	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Demographic Risk Reserve	9.0	4.0	13.0	13.0	0.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility this reserve is being held to help to manage future demographic risk.

Business Management & Monitoring Report
Position as at the end of March 2023
Earmarked Reserves

	2022/23			Last reported forecast as at 31 March 2023	Change in closing balance to last forecast	Commentary
	Balance at 1 April 2022	Movement	Balance at 31 March 2023			
	£m	£m	£m	£m	£m	
Youth Provision Reserve	0.2		0.2	0.2	0.0	Remaining balance of £1.0m allocated over 2019/20 and 2020/21 to provide seed funding for locality based youth provision
Budget Priorities Reserve	18.5	-7.3	11.2	9.0	2.2	This reserve is being used to support the achievement of the council's priorities and the Medium Term Financial Strategy.
Budget Equalisation Reserve	0.0		0.0	1.6	-1.6	
Insurance Reserve	11.8	1.1	12.9	11.8	1.1	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.
Business Rates Reserve	4.1	5.4	9.5	9.5	0.0	This reserve is to smooth the volatility of Business Rates income.
Capital Reserves	47.9	19.9	67.8	67.2	0.6	This reserve has been established for the purpose of financing capital expenditure in future years.
Investment Pump Priming Reserve	2.0	0.0	2.0	2.0	0.0	This funding was agreed to be used to support capital expenditure as part of the budget agreed in February 2023.
Council Tax Collection Fund Reserve	6.0	-3.0	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
Redundancy Reserve	3.3	-0.9	2.4	3.3	-0.9	This reserve is available to fund redundancy costs arising from transformation activity.
COVID-19 Reserve	26.3	-10.9	15.4	15.4	0.0	This reserve is set up to meet ongoing pressures and longer term service demands arising from the COVID-19 Pandemic. £13.4m funding from the reserve is built into the council's Medium Term Financial Plan agreed in February 2023. £2.0m remains uncommitted.
Total Reserves	183.6	19.2	202.8	169.7	33.1	

Business Management & Monitoring Report
Summary of Financial Position for 2022/2023
MAINTAINED SCHOOL BALANCES

1. Number of Schools with Deficit/Surplus Budgets

	Number of Schools 31 March 2022		Number of Schools 31 March 2023	
	Deficit Balance	Surplus Balance	Deficit Balance	Surplus Balance
Primary	12	119	16	113
Secondary	1	0	1	0
Special	0	5	0	4
Total	13	124	17	117

2. Balances as at 31 March 2022 and 31 March 2023

	Balances at 31 March 2022			Balances at 31 March 2023		
	Deficit Balance	Surplus Balance	Total Balance	Deficit Balance	Surplus Balance	Total Balance
	£m	£m	£m	£m	£m	£m
Primary	0.876	-14.595	-13.720	1.269	-13.557	-12.288
Secondary	1.126	0.000	1.126	1.142	0.000	1.142
Special	0.000	-1.920	-1.920	0.000	-1.784	-1.784
Total	2.002	-16.515	-14.514	2.411	-15.341	-12.929
Schools Contingency, Closed Schools and Other Balances			-0.004			0.003
School Loans and Other School Related Reserves			0.000			0.000
Schools Balance as shown in Annex 3a			-14.518			-12.927

	Balances 31 March 2023	
	Largest Individual Surplus	Largest Individual Deficit
	£m	£m
Primary	- 0.482	0.304
Secondary		1.142
Special	- 0.741	

Business Management & Monitoring Report
Summary of Financial Position for 2022/2023
ON/OFF-STREET CAR PARKING 2022/23 - ACTUAL INCOME / EXPENDITURE AND IMPACT ON PARKING RESERVE

ON - STREET PARKING										OFF - STREET PARKING			
	OXFORD CITY	OXFORD CITY	OXFORD CITY	VALE of WHITE HORSE	SOUTH OXFORDS HIRE	CHERWELL	SUBTOTAL	BUS LANE CAMERA ENFORCEMENT	TOTAL ON - STREET PARKING	WATER EATON PARK AND RIDE	THORNHILL PARK AND RIDE	BICESTER PARK AND RIDE	TOTAL OFF-STREET PARKING
	Pay & Display	Parking Contraventions	Designated Parking Places				a	b	a+b	c	d	e	c+d+e
	£	£	£	£	£		£	£	£	£	£	£	£
EXPENDITURE													
PURCHASE EQUIPMENT		243					243		243				0
MANAGEMENT CONTRACT	273,374	1,034,211	374,106	77,509	132,013	238,486	2,129,698	230,775	2,360,473	161,461	161,462		322,923
STAFF COSTS	81,709	76,706	76,756	10,007	10,007		255,185	195,142	450,327	25,018	25,018		50,036
PARKING SHOP							0		0				0
OTHER	124,265	593,669	131,386	1,977	5,509	3,241	860,047	75,051	935,098	198,355	290,416	75,381	564,151
TOTAL EXPENDITURE	479,348	1,704,829	582,247	89,493	147,529	241,727	3,245,173	500,968	3,746,141	384,834	476,896	75,381	937,110
INCOME													
TOTAL	-3,187,368	-852,958	-1,445,935	-92,815	-224,364	-203,418	-6,006,858	-1,802,693	-7,809,551	-234,212	-496,806	-2,595	-733,613
TOTAL INCOME	-3,187,368	-852,958	-1,445,935	-92,815	-224,364	-203,418	-6,006,858	-1,802,693	-7,809,551	-234,212	-496,806	-2,595	-733,613
NET SURPLUS (-) or DEFICIT (+)	-2,708,020	851,871	-863,688	-3,323	-76,835	38,310	-2,761,685	-1,301,725	-4,063,410	150,622	-19,910	72,785	203,498
		-11,817											

Balance on Parking Reserve as at 1 April 2022 **3,969,934**

Designated parking places refer to any bay designated to a class of vehicle or specific purpose and include pay & display bays (some enforcement of rather than income from parking charges), resident's bays, business bays, disabled bays, loading bays, doctors bays, ambulance bays, etc. whether they are inside of outside of a controlled parking zone.

Parking contraventions are any other contraventions whether they be inside or outside of controlled parking zones.

On-Street Parking 2,761,685 (a)
Less Net Parking Budget -965,200 not included in the table above

Surplus from Camera Enforcement 1,301,725 (b)

Deficit from Thornhill P&R 19,910 (d)

TOTAL CONTRIBUTION TO PARKING RESERVE 3,118,119

Deficit from Water Eaton -150,622 (c)
Deficit from Bicester -72,785 (e)

TOTAL CONTRIBUTION FROM PARKING RESERVE -223,407

Contribution to 2022/23 revenue budget **-1,910,000**

Balance on Parking Reserve as at 31 March 2023 **4,954,646**

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
	Adult Services							
R	Improved Better Care Fund	DHSC	10,391	314	0	10,705	10,705	0
R	Market Sustainability and Fair Cost of Care Fund	DHSC	0	1,547	0	1,547	1,547	0
R	Adult Social Care Discharge Fund	DHSC	0	1,910	0	1,910	1,910	0
	TOTAL ADULT SERVICES		10,391	3,771	0	14,162	14,162	0
	Children's Services							
	Dedicated School Grants							
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	127,190	153	0	127,343	127,013	330
R	Dedicated Schools Grant (DSG) - Central Block	DfE	4,506	314	0	4,820	4,820	0
R	Dedicated Schools Grant (DSG) - Early Years Block	DfE	39,160	2,103	0	41,263	41,339	-76
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	75,095	373	-192	75,276	86,576	-11,300
	Subtotal DSG Grants		245,951	2,943	-192	248,702	259,748	-11,046
	School Grants							
R	Pupil Premium	DfE	7,073	590	144	7,807	7,807	0
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	191	89	6	286	286	0
R	PE and Sport Grant	DfE	2,265	3	0	2,268	2,268	0
R	Universal Infant Free School Meals	DfE	3,867	22	0	3,889	3,889	0
R	Teacher's Pay Grant	DfE	98	-3	0	95	95	0
R	Teacher's Pension Grant	DfE	278	-4	0	274	274	0
R	Supplementary Funding	DfE	0	3,558	-8	3,550	3,550	0
R	Coronavirus (COVID-19) Workforce Fund	DfE	0	23	0	23	23	0

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
R	Coronavirus (COVID-19) Recovery Premium	DfE	0	1,177	18	1,195	1,195	0
R	Coronavirus (COVID-19) National Testing Programme	DfE	0	8	0	8	8	0
R	Coronavirus (COVID-19) School Let Tutoring Grant	DfE	0	628	-61	567	567	0
R	Coronavirus (COVID-19) Alternative Provision Y11 Transition	DfE	0	5	0	5	5	0
R	Coronavirus (COVID-19) Education Recovery NQT	DfE	0	126	4	130	130	0
R	Coronavirus (Covid-19) Schools Fund	DfE	3,083	-3,083	0	0	0	0
	Subtotal School Grants		16,855	3,139	103	20,097	20,097	0
	Other Children's Services Grants							
R	School Improvement Monitoring & Brokering Grant	DfE	0	234	0	234	234	0
R	Youth Justice Board	YJB	548	126	0	674	674	0
R	Asylum (USAC and Post 18)	HO	1,904	2,093	0	3,997	3,546	451
R	Afghan Resettlement Education Grant	DfE	0	0	0	0	0	0
R	Extension of Virtual School Heads - children with social worker	DfE	0	135	0	135	135	0
R	Extension of Virtual School Heads - previously looked after children	DfE	0	66	0	66	66	0
R	Pupil Premium Plus Post 16 pilot	DfE	0	91	0	91	91	0
R	Extended Personal Adviser Duty Grant	DfE	103	0	0	103	103	0
R	Staying Put Implementation Grant	DfE	271	17	0	288	288	0
R	Remand Framework	YJB	77	-5	0	72	72	0
R	Supported Internships for young people with SEND	NDTi	0	26	0	26	26	0
R	Holiday Activities and Food Programme	DfE	0	1,263	0	1,263	1,263	0
R	Attach ASF	DfE	0	6	0	6	6	0
R	Intervention Delivering Better Value in SEND - Grant for Data Analysis	DfE	0	45	0	45	45	0

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
R	Fam Grp Conferences	DfE	0	36	0	36	36	0
R	Multiply	DfE	0	778	0	778	778	0
R	Home for Ukraine Education	DfE	0	4,189	-199	3,990	1,891	2,099
R	Turnaround Programme	YJB	0	64	610	674	674	0
	Subtotal Other Children's Services Grants		2,903	9,164	411	12,478	9,928	2,550
	TOTAL CHILDREN'S SERVICES		265,709	15,246	322	281,277	289,773	-8,496
	Environment & Place							
R	Bus Service Operators Grant	DfT	559	236	112	907	348	559
R	Active Travel	DfT		0	216	216	216	0
R	COVID Bus Support	DfT		109	48	157	157	0
R	Natural England	DEFRA	227	0	140	367	259	108
R	Energy Mapping	Innovate UK		47	204	251	251	0
R	Energy Solutions	DLUHC		0	60	60	60	0
R	Safety Cameras			0	43	43	43	0
R	Project Management Office	HE		0	361	361	361	0
R	Zero Emission Zone - air quality grant	DEFRA		229	0	229	0	229
	TOTAL ENVIRONMENT & PLACE		786	621	1,184	2,591	1,695	896
	Public Health							
R	Public Health Grant	DHSC	32,569	0	0	32,569	31,169	1,400
	TOTAL PUBLIC HEALTH		32,569	0	0	32,569	31,169	1,400
	Community Safety							
R	Fire Fighter's Pension Fund Grant	DLUHC	1,361	0	0	1,361	1,361	0
R	Fire Protection Uplift Grant	DLUHC	0	303	0	303	303	0
R	Fire Pension Admin Grant	HO	0	0	52	52	52	0
R	Fire COVID Special Grant	HO	0	0	28	28	28	0
R	Fire Fighter's New Dimensions Grant	DLUHC	40	0	0	40	40	0
	TOTAL COMMUNITY SAFETY		1,401	303	80	1,784	1,784	0

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
	Customers, Culture & Corporate Services							
R	Homes for Ukraine	DLUHC	0	16,700	4,225	20,925	4,171	16,754
R	Music Service	AC	1,045	-201	0	844	844	0
R	MaaS:CAV	Innovate UK	313	-313	0	0	0	0
R	OmniCAV	Innovate UK	1	116	0	117	117	0
R	Park & Charge	Innovate UK	206	-153	0	53	53	0
R	Virgin Park & Charge	Innovate UK	7	0	0	7	7	0
R	Data Driven Safety Tool	Innovate UK	91	-91	0	0	0	0
R	Quantum Gravimeter	Innovate UK	69	-69	0	0	0	0
R	Resilient CAV	Innovate UK	25	-25	0	0	0	0
R	Heart Park Project	DfT	90	-28	0	62	62	0
R	GTC DfT Congestion Tool	DfT	59	-59	0	0	0	0
R	CAVL4R	DfT	11	-11	0	0	0	0
R	Vectors	Innovate UK	0	14	0	14	14	0
R	FFLIP	Innovate UK	0	98	0	98	98	0
R	Road To Recovery	Innovate UK	0	0	0	0	0	0
R	Harmony	Innovate UK	0	144	0	144	144	0
R	5G heart	Innovate UK	0	98	0	98	98	0
R	Frontier	Innovate UK	0	192	0	192	192	0
R	HySPERT Project	Innovate UK	0	27	0	27	27	0
R	Oxfordshire Public Space Innovation Netwk		0	50	0	50	50	0
R	Health & Care Innovation	Innovate UK	0	59	0	59	59	0
R	Designed For Ageing Medication Management		0	125	0	125	125	0
R	GovTech (NM2)	DfT	0	210	0	210	210	0

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
R	Schemes Monitoring Cost iHUB	DfT	0	212	0	212	212	0
R	MultiCAV		0	229	0	229	229	0
R	Thames Valley Police Safer Streets		0	13	0	13	13	0
R	RPF Moddest		0	44	0	44	44	0
R	R & A Staff & Ops		0	84	0	84	84	0
R	RPF Airtek		0	78	0	78	78	0
R	CAV SD		0	35	0	35	35	0
R	Vehicle to energy communities		0	9	0	9	9	0
	TOTAL CUSTOMERS, CULTURE & CORPORATE SERVICES		1,917	17,587	4,225	23,729	6,975	16,754
	Strategic Measures							
U	Lead Local Flood Authority	DEFRA	45		-45	0	0	
U	Extended Rights to Free Travel	DfE	278		455	733	733	
U	Fire Revenue Grant	DLUHC	213	-40		173	173	
U	Supporting Families - previously Troubled Families	DLUHC	915	196	270	1,381	1,381	
U	New Homes Bonus	DLUHC	2,923			2,923	2,923	
U	Local Authorities Social Services Grant	DHSC	515		149	664	664	
U	Independent Living Fund	DfE	3,454			3,454	3,454	
U	Social Care Support Grant	DLUHC	17,343		1	17,344	17,344	
U	New Social Care Grant	DLUHC	572			572	572	
U	Services Grant	DfE	4,960			4,960	4,960	
U	Section 31 Grant for Business Rate Compensation	DLUHC	5,327	8,189	-4	13,512	13,512	
U	Business Rates Top-Up Grant	DLUHC	40,546			40,546	40,546	
U	Business Rates Reconciliaton Grant	DLUHC	0		8,331	8,331	8,331	
U	Care Leavers at risk of Rough Sleeping Grant	DfE	0	49		49	49	

Business Management & Monitoring Report
Position as at the end of March 2023
Government Grants 2022/23

	Directorate	Issued By	Estimate 2022/23 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Allocation £000	Total Spent 2022/23	Carried forward for use in future years
U	Substance Misuse Treatment & Recovery Grant	OHID	0	620	3	623	623	
U	Substance Misuse Treatment & Recovery Housing Support Grant	OHID	0	158		158	158	
U	Domestic Abuse Duty Grant	DLUHC	0	1,144		1,144	544	600
U	Charging Reform Implementation Grant	DHSC	0	102		102	102	
U	Rough Sleeping Drugs & Alcohol Grant	OHID	0	1,077	-160	917	917	
U	Streamline LA Assessments	DHSC	0		224	224	224	
U	Trailblazer Funding	DHSC	0	1,184		1,184	1,184	
U	Key Stage 2 Moderation and Key Stage 1 Phonics Grant	DfE	0		21	21	21	
U	Financial Transparency Grant	DfE	0		13	13	13	
U	Community Discharge Grant	DHSC	0		484	484	484	
	Subtotal Strategic Measures		77,091	12,679	9,742	99,512	98,912	600
R	Grants held on behalf of Local Enterprise Partnership	BEIS	205			205	205	
R	Oxford Innovation Business Support		900			900	900	
R	European Regional Development Fund	DLUHC	500			500	500	
	Subtotal Grants held on behalf of Local Enterprise Partnership		1,605	0	0	1,605	1,605	0
	TOTAL STRATEGIC MEASURES		78,696	12,679	9,742	101,117	100,517	600
	Total All Grants		391,469	50,207	15,553	457,229	446,075	11,154

R Ringfenced grant
 U Un-ringfenced grant

Issued by

HO Home Office
 DHSC Department of Health & Social Care
 DfT Department for Transport
 DfE Department for Education

DLUHC Department for Levelling Up, Housing and Communities
 BEIS Department for Business, Energy & Industrial Strategy
 OHID Office for Health Improvement and Disparities
 DEFRA Department for Environment, Food and Rural Affairs
 AC Arts Council
 YJB Youth Justice Board
 NDTi National Development team for Inclusion

Business Management & Monitoring Report
Position as at the end of March 2023
General Revenue Balances

	Outturn 2022/23	
	£m	£m
General Balances: 1 April 2022	39.200	
County Fund Balance		39.200
Planned Contribution to Balances agreed February 2022	1.000	
Planned Contribution from Balances agreed February 2022	-3.000	
Original forecast outturn position 2022/23		37.200
Calls on balances deducted (Supplementary Estimates)		
Schools Condition Survey	-0.500	
Children's Services Recruitment and Retention strategy	-0.700	
		-1.200
Net General Balances		36.000
Less		
Overspend as at 31 March 2023	-13.444	
		-13.444
Year End Position		22.556
Risk Assessed Level of Balances for 2022/23		28.900
Deficit balances compared to 2022/23 risk assessed level (£28.9m)		-6.344
Deficit balances compared to 2023/24 risk assessed level (£30.2m)		-7.644

CABINET – 20 June 2023**CAPITAL PROGRAMME REPORT 2022/23****Report by Director of Finance****Recommendation****1. The Cabinet is RECOMMENDED to:**

- a) note the performance against the capital programme for 2022/23 as set out in the report.

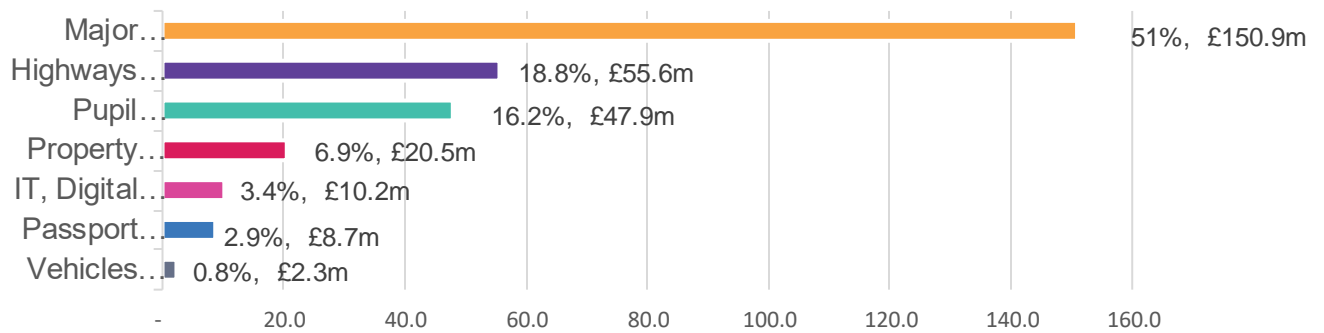
Executive Summary

- 2. The ten-year Capital Programme sets out the agreed capital investment to deliver the priorities identified in the council's Capital and Investment Strategy. This report sets out the performance against the programme shown in the latest monitoring report for 2022/23 and also compares back to the capital programme agreed by Council in February 2022. Figures shown reflect those to be included in the Council's Statement of Accounts for 2022/23.
- 3. The capital programme is updated throughout the year to reflect the latest delivery profiles and cost estimates for each programme. The last update was in January 2023 and this was agreed by Cabinet in March 2023. Expected spend for the year totalled £184.0m. Actual capital programme expenditure was £172.2m in 2022/23. The variation between the latest programme and the actual expenditure is -£11.8m (-6%). This spend is now expected to take place in 2023/24.
- 4. The capital programme expenditure of £172.2m was funded by £99.1m of capital grants and other external contributions, £28.8m of developer contributions and Community Infrastructure Levy, £2.6m of revenue contributions, and £41.7m of prudential borrowing.
- 5. The availability of workforce and materials and inflationary increases in contract prices are continuing to increase the risk to the deliverability and cost of capital schemes. The combined impact of these factors has affected delivery in 2022/23 and is expected to continue in 2023/24 and future years.

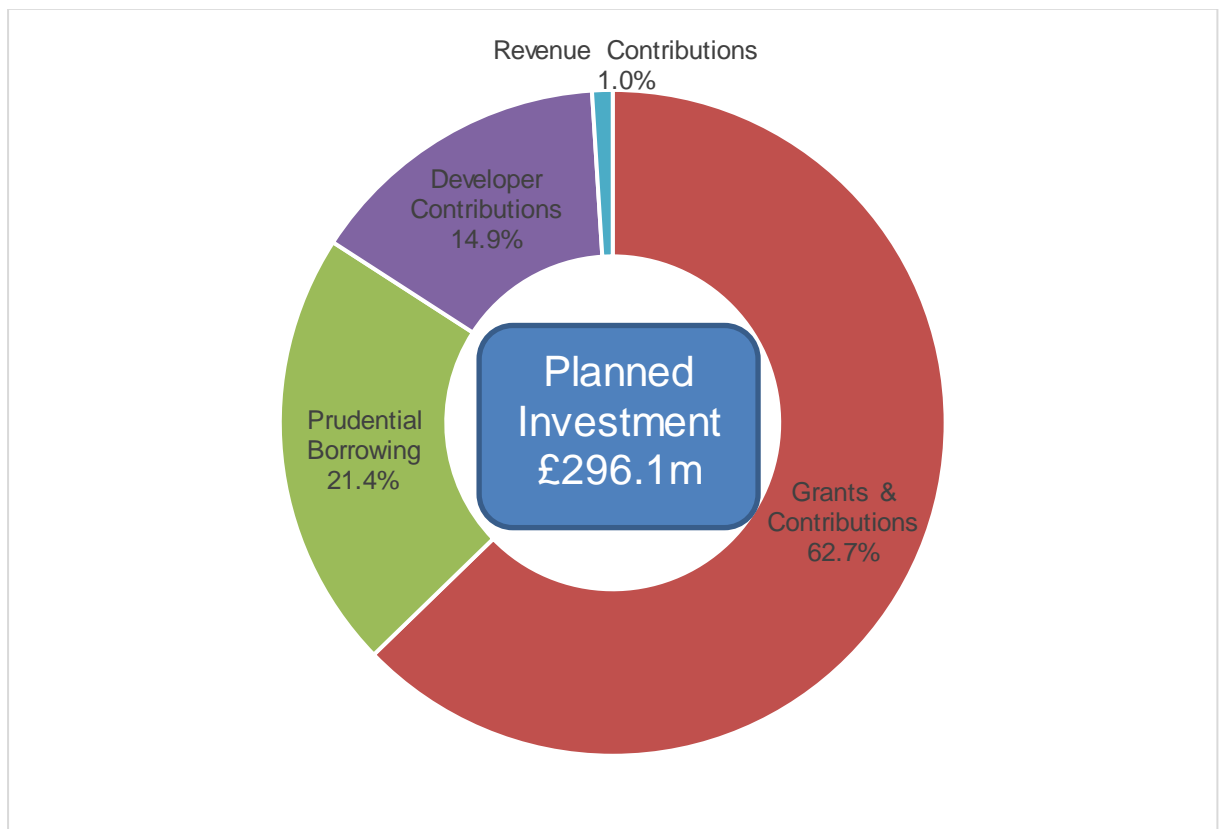
Introduction

- 6. Capital expenditure is defined as spending that creates an asset for the council (e.g. buildings, vehicles and equipment), and spending which meets the definition in regulations specified under the Local Government Act 2003 which includes spend on non-current assets that are not owned by the Council such as academy schools and the award of capital grants and funding agreements.

7. The council's ten-year capital programme sets out the agreed capital investment to deliver the priorities identified in the Capital and Investment Strategy. This is agreed annually by Council alongside the revenue budget and Medium Term Financial Strategy.
8. The capital programme is currently structured as follows:
 - **Pupil Place Plan:** including basic need (new schools and expansion), maintenance, health and safety and improvements
 - **Major Infrastructure:** including Growth Deal Infrastructure programme
 - **Highways and structural maintenance:** including street lighting, and bridges
 - **Property Strategy:** including health & safety, maintenance, improvements and the Investment Strategy
 - **IT, Digital & Innovation Strategy:** including broadband and equipment
 - **Passported Funds:** including Disabled Facilities Grant and Devolved Schools Capital
 - **Vehicles and Equipment:** including fire and rescue vehicles and equipment
9. Each strand of the programme is underpinned by supporting strategies which set out the need for capital investment and the contribution of that planned investment towards the council's priorities. These include:
 - Pupil Place Plan and Special Educational Needs and Disability (SEND) Sufficiency Plan
 - Local Transport & Connectivity Plan
 - Highways Asset Management Plan
 - Property & Assets
 - Household Waste Recycling
 - Libraries & Heritage
 - Climate Action Framework
 - IT & Digital
10. The original capital programme for 2022/23 was agreed by Council in February 2022 as part of the Capital and Investment Strategy. This set out an expected programme of spend of £296.1m. This included £47.9m (16.1% of the overall programme) for the provision of additional school places and new schools in housing developments and £206.4m (69.7% of the overall programme) planned expenditure on major infrastructure projects, including large road improvement schemes, and road maintenance. Funding required to deliver the IT Strategy was £10.2m and spend on the Property Strategy of £20.5m. The chart below shows the planned spend and the proportion of the overall programme by programme area based on the original budget plans for 2022/23.



11. As shown in the chart below it was planned to fund the planned investment of £296.1m from grants and contributions £185.8m (62.7% of the planned investment), developer contributions £44.1m (14.9%), prudential borrowing £63.3m (21.4%) and revenue contributions of £2.9m (1.0%).



12. The capital programme is updated four times each year to reflect the latest forecast profile of expenditure. The latest updated programme was agreed by Cabinet in March 2023. This included planned investment of £184.0m in 2022/23.
13. Annex 1a sets out a summary of actual expenditure for 2022/23 by strategy area compared to both the original budget and latest budget.

Performance Summary 2022/23

14. A summary of actual expenditure compared to the latest capital programme update is set out in the table below and Annex 1a.

Strategy Programmes	Jan' 2023 Capital Monitoring (Cabinet March 2023) £m	Actual Capital Expenditure 2022/23 £m	Variation to Latest Capital Programme £m	Variation to Latest Capital Programme %
Pupil Places Plan	33,656	33,179	-477	-1
Major Infrastructure	65,422	60,739	-4,683	-7
Highways Asset Management Plan	50,580	50,105	-475	-1
Property Strategy	12,865	8,210	-4,655	-36
IT, Digital & Innovation Strategy	9,051	8,945	-106	-1
Passport Funding	10,553	9,867	-686	-7
Vehicles & Equipment	1,907	1,113	-794	-42
Total Strategy Programmes Expenditure	184,034	172,158	-11,876	-6

15. Actual capital programme expenditure for 2022/23 was £172.2m compared with £173.4m in 2021/22 and £163.5m in 2020/21.

Pupil Places Plan

16. Actual expenditure on pupil places was £33.2m in 2022/23. This is £0.5m lower than forecast in the last monitoring report. The Pupil Place Plan includes 3 main programmes:
- Basic Need - these are usually school expansion projects that are funded by central government grant and/or Section 106 developer funding to ensure there are enough school places for children within Oxfordshire.
 - Growth Portfolio – these are usually new school projects within large housing sites allocated in local plans that are funded from contributions sought from developers via a Section 106 agreement towards the costs of providing community and social infrastructure.
 - Schools Annual Programmes – this includes the School Structural Maintenance Programme (SSMP) which addresses the highest condition-based priorities within the school estate enhancing the school stock condition and reducing the backlog maintenance, and the School Access Programme which ensure that mainstream buildings are accessible for pupils with Special Educational Needs and Disabilities.

17. Projects in the basic need and growth portfolio programmes are either delivered directly by the Council, delivered by a housing developer or by a third party (usually an Academy Trust or Diocese) via a funding agreement. Regardless of how they are delivered, each project brings benefits to residents living in Oxfordshire by improving the quality and facilities at existing schools; providing additional pupil places allowing greater parental choice and ensuring that housing developments have the infrastructure necessary for them to become thriving communities.
18. The Basic Needs Programme invested £14.4m during 2022/23. This has created 330 additional pupil places, 52 additional nursery places and 28 additional Special Education Needs & Disability (SEND) pupil places. Three temporary classrooms have also been replaced. Schemes completed in 2022/23 include:
- John Watson Secondary School (Wheatley) - this school has been expanded to create an additional 16 SEND pupil places and permanent sixth form accommodation.
 - Gagle Brook Primary School (Bicester) - this is a new 12 pupil place SEND resource provision.
 - St Nicholas CE Primary School (East Challow) - this school has been expanded to create 52 nursery pupil places.
 - Wallingford School (Wallingford) - this school has been expanded to create an additional 300 secondary pupil places.
 - William Morris Primary School (Banbury) - this school has been expanded to create an additional 30 primary pupil places and three temporary classrooms were replaced.
19. A further six projects are currently in construction and are due to be completed in 2023/24 creating further additional pupil places.
20. The Growth Portfolio programme invested £16.3m during 2022/23. One new school opened during 2022/23:
- Folly View Primary School (Faringdon) - this is a new school which has created 420 primary pupil places, 90 nursery pupil places and 8 pupil places SEND resource provision.
21. A further five projects are currently in construction and are due to be completed in 2023/24 creating further additional pupil places.
22. The Schools Annual Programmes invested £2.5m, delivering projects mainly through the Schools Structural Maintenance Programme and there were projects delivered aligned with the Public Sector De-Carbonisation Grant Programme that enabled carbon reduced solutions. A total of 10 projects were completed during the year from 25 planned, with the remaining projects planned to be completed during 2023/24.
23. A school condition survey has been carried out across the maintained school estate in 2022/23. Each maintained school will have a detailed building and

asset condition report compiled and to compliment this it is planned that an energy audit will also be carried out as part of this process. It is envisaged the reports will be ready by the end of May 2023 and each school will be provided with their individual copy. The condition report will provide a more detailed view of the condition of the school stock and help inform the schools structural maintenance program and also feed the carbon neutral agenda identifying opportunities to improve the council's carbon footprint.

24. Projects were delivered via the School Access Programme which ensure that mainstream buildings are accessible for pupils with Special Educational Needs and Disabilities.

Major Infrastructure

25. Total capital expenditure for 2022/23 was £60.7m and compares to the latest forecast of £65.4m. The programme is divided into 5 sub-programme areas as shown in the table below.

Major Infrastructure	Latest Monitoring	Actual	Variation
	£'000	£'000	£'000
Housing Infrastructure Fund 1 (HIF1)	3,500	3,755	+255
Housing Infrastructure Fund 2 (HIF2) & A40	18,712	20,926	+2,214
A423 Improvement Programme	4,000	3,587	-413
Active Travel Phase 3	200	166	-34
Growth Programme	28,163	28,924	761
Major Infrastructure Sub-total	54,575	57,358	+2,783
Other Programmes	10,847	3,381	-7,466
Major Infrastructure –Total	65,422	60,739	-4,683

26. The main reasons for the in-year variation with the latest capital programme are due to delays in the A40 Access to Witney (-£1.6m) and the A44 Corridor Improvement (-£2.5m) project. There was better than anticipated progress on the HIF 2 West Oxon A40 Smart Corridor programme (+£2.2m).
27. Spend on Other Programmes has been impacted by the ZEBRA project (-£7.7m), where the first payments to the bus companies have taken longer than expected to agree due to changes in the pattern of spend anticipated in the Funding Agreement.
28. Though the overall programmes remain on track, delays resulting from cost pressures, and changes in some project scopes requiring further funding partner negotiations and funding approvals, have meant that stages originally expected to be completed in 2022/23 will now fall into 2023/24.
29. The majority of the Major Infrastructure programme comprises three main funding areas:

HIF1 Programme

30. The HIF1 programme is in the final phases of the design and procurement stage, prior to construction and has spent £3.8m during 2022/23. In total, this programme is expected to invest £296.2m in infrastructure around Didcot Garden Town to facilitate housing and employment growth in South and Vale districts. All projects are currently in stage 2, Design and Procurement.
- A4130 Widening
 - Clifton Hampden bypass
 - Culham River Crossing
 - Didcot Science Bridge

HIF2 & A40

31. The HIF2 & A40 programme has spent £20.9m during 2022/23. In total, the HIF2 and Oxford Science Transit programmes will invest £194.2m in infrastructure along the A40 corridor. The projects are at various stages at delivery.
- HIF2 Programme – stage 2, Design & Procurement
 - A40 – Access to Witney – stage 2, Design & Procurement
 - A40 – Improvements Phase 1 – stage 3, Construction & Delivery
 - A40 – Science Transit Phase 2 – stage 3, Construction & Delivery

Growth Deal Programme and Other Funding

32. The £142.7m¹ Capital Growth Deal funding agreed with the Department for Levelling Up, Housing and Communities (DLUHC) and Homes England, has been extended by two years to 2024/25. Some projects have completed and others are now progressing through the construction stage. The remaining projects are progressing through their respective optioneering, feasibility and design & procurement stages.
33. The construction stage for the A44 Improvement Corridor programme has been delayed as a result of changes in network management arrangements, though it is still planned to complete the construction stage in 2023/24.
34. The Oxford North and Broad Street projects have been completed during 2022/23. Projects in the construction stage at end of 2022/23 were:
- A40 Science Transit – Eynsham Park & Ride
 - Ploughley Rd / A41 Junction Improvements, Bicester
 - A44 Corridor Improvements
 - Active Travel - Tranche 2 City Schemes

¹ Total Growth Deal infrastructure grant funding is £150m allocated as £142.7m capital & £7.3m revenue.

Highways Asset Management Plan (HAMP)

35. The annual planned target total surfacing programme (excluding patching) for 2022/23, was calculated at 3% of the network. The expectation was that this would enable the council to maintain the 4,479km of network that it is responsible for in as close as possible to a 'steady state' within the funding available. By the year end, 3% of the network had been resurfaced as follows:
- a) Over 140km of the network was, either wholly or in part, reconstructed or resurfaced,
 - b) Approximately 20km of the network was renewed to an 'as new' condition,
 - c) Approximately 120km of the network's surface was treated in order to slow down deterioration, delaying the need for more extensive repairs, often by well over ten years,
 - d) Approximately 2km of the network prone to road traffic accidents were prioritised for works to improve and enhance the likelihood of future collisions,
36. The last road condition survey of the highway network had the most critical Road Condition Indicator (RCI) range 'Red' at 11.5% for 2022. This is a slight improvement on 2021, where it was at 12.1% but a worse position than in 2016 when the RCI was at 10.3%. The average RCI Red Condition figure for English Local Authorities is 11%.
37. Total spend was £50.1m in 2022/23 compared to the latest forecast of £50.6m in the report to Cabinet in March 2023. The programme is divided into sub-programme areas as shown in the table below.

Highways Asset Management Plan	Latest Monitoring	Actual	Variation
	£'000	£'000	£'000
Structural Maintenance Annual Programme	33,009	32,530	-479
Improvement Programme	3,000	3,167	+167
Major Schemes & Other Programmes	13,671	13,565	-106
Other	900	843	-57
Highways Asset Management Plan – Total	50,580	50,105	-475

38. The annual Structural Maintenance Programme invested £32.5m. This includes additional funding of £16m in 2022/23, the fourth of a five-year programme to invest an additional £80m on the highway network. Despite the £0.5m reduction in actual expenditure against the last reported forecast, the programme, which includes the majority of all footway & carriageway surfacing works, delivered a greater number of schemes than was originally intended and the outturn expenditure for the programme is £2.3m greater than the original allocation agreed for 2022/23.
39. The increase in activity in 2022/23 compared to the original plans for key structural maintenance deliverables is summarised in the table below.

Project	Original Planned Schemes	Schemes/ Units Delivered	Comments on actual compared to planned delivery
Surface Treatments (schemes)	71	117	Schemes to restore the condition or prolonging the life of existing carriageways. Additional schemes delivered by accelerating the 3year programme for Micro Asphalt.
Carriageways (schemes)	17	17	Surfacing/reconstruction/strengthening of roads and embankments. 1 scheme moved to delivery spanning the financial year end & has not been included in the schemes completed column. One additional previously unscheduled scheme was also delivered for which additional funds were secured.
Structural Highways Improvements (schemes)	19	22	Additional schemes delivered, made possible due to efficiencies in programme planning. A further 121 “planned reactive” minor patching schemes also delivered in year.
Footways (schemes)	40	70	Repair/construction of footways and cycleways. Additional schemes delivered due to enhanced budget in year.
Drainage (schemes)	17	17	Repair/renewal of existing drainage infrastructure and provision of new infrastructure to resolve known drainage issues. In addition 148 “planned relative” works packages undertaken.
Bridges (schemes)	35	29	Strengthening/replacement/imposition of management measures on weak structures (scheme numbers include design work). Some slippages of programme to next year due to weather and water levels. 21 of these scheme were smaller planned reactive schemes were carried out.
Public Rights of Way	1	1	New/Refurbished Kit Bridges (delivered as planned-reactive). Improved Pedestrian Access Points (delivered as planned reactive dependent upon need).
Electrical	20,950 8,600 9	24,383 5,498 8	LED Replacements – accelerated throughout the year Columns replacements Traffic Signal scheme delivered. One scheme was not possible due to design complications.

Project	Original Planned Schemes	Schemes/ Units Delivered	Comments on actual compared to planned delivery
Section 42 contributions (schemes)	N/A	12	Schemes delivered by ODS for the Section 42 roads within the City. Note that this programme line has in part been amalgamated by works type into the above programme areas

40. The annual Improvement Programme invested £3.2m in line with latest forecasts. This includes 88 Road safety and traffic improvements including road markings, cycle provision improvements, pedestrian crossings, footway improvements and speed limit alterations. The programme also includes enhancement to support journey time reliability, completing 7 schemes, which also aid bus movements, and traffic signal improvement schemes.
41. Further expenditure of £0.5m was incurred on the A423 Kennington Railway Bridge maintenance project during 2022/23 to support the interim stabilisation work before the commencement of the A423 Improvement Programme that is part of the Major Infrastructure programme.
42. The total number of assets fitted with LED lanterns by the end of March 2023 was 51,992. That means 86% of the streetlights within the County are now fitted with efficient LED equipment. This is a 44% increase compared to the position at the end of 2021/22. Delays in procurement, contract mobilisation and material shortages have impacted on the programme overall. The lantern conversion element will be completed by the end of March 2024, with the column replacement element finishing by the of March 2025.

Property Strategy

43. The total capital expenditure in 2022/23 was £8.2m, £4.7m lower than the latest monitoring report. The majority of this underspend relates to the Climate Action Programme (£2.2m) where the delivery has been extended to July 2023, Resonance Fund (£1m) where the purchase of properties are still on-going, and the Estate Condition Programmes (£0.8m) due to final completion in the first quarter of 2023/24.
44. Corporate Estate Development spent £1.3m and the 3 largest projects being delivered are:
- Aston Children's Home
 - Bicester Library
 - Faringdon Library Improvements
45. The Climate Action Programme spent £1.5m. This included:
- £1m spent in 2022/23 on Green Homes from the £1.5m grant funding previously awarded from the Department for Business, Energy and Industrial Strategy (BEIS) towards the targeting of 150 homes with

energy ratings below a D, experiencing fuel poverty for energy efficiency retrofit measures. Further grant funding of £2.2m was awarded in 2022/23 for similar aims targeting 280 properties, with separate targets for properties using mains gas for their space-heating, and those using other fuel types (such as oil, coal, LPG, biomass and electricity). A significant portion of the programme will be delivered in 2023/24.

- £0.4m on Electrical Vehicle Charging Points in Car Parks, grant funding of £1.2m was awarded from the Office for Zero Emission Vehicles (OZEV) towards installing 238 electric vehicle charging points (119 charging units) in 19 District Council car parks across Oxfordshire. This complements a wider grant fund from Innovate UK to deploy these chargers developed from a local business as part of a wider £5.5m project.

46. Corporate Estate Condition Programme spent £3.9m

- The Defect Liability programme (to address legacy issues arising from Carillion's liquidation, including rectification of known defects with completed projects and the treatment of latent defects) completed a further £2.0m works, the majority across various schools within the 2022/23 programme. This takes the overall programme expenditure to £9.2m.
- The Public Sector De-Carbonisation Grant Programme spend £1.4m from Grant funding of £2.1m awarded from Department for Business, Energy & Investment Strategy (BEIS) under the Public Sector Decarbonisation Scheme (PSDS) as an opportunity for the public sector to implement property decarbonisation measures. Eleven sites are included within the programme; four maintained schools, two fire stations, two children & family centres, a library and other corporate buildings.

47. A further £1m was invested (taking the total investment to date to £3.0m of the £5.0m provision) into the Resonance Supported Homes Fund in 2022/23. At the end of the year, 3 properties had been purchased, with a further two expected by the end of June 2023. The current properties are in Banbury, Bicester, Kidlington and Witney. Detailed property specification development is in progress to plan refurbishment costs and finalise rent model testing, alongside nomination rights agreements and support provider specifications to go to the market to procure appropriate support. At this stage it is anticipated that the fund will result a total of 25 new shared living options.

48. The office rationalisation & co-location programme commenced with expenditure of £0.5m required to undertake works at Union Street to relocate services from Nash Court.

IT, Digital & Innovation Strategy

49. The total capital expenditure on ICT schemes in 2022/23 was £8.9m compared to the forecast of £9.0m noted in the March 2023 report.
50. A further £1.8m was spent on the Children Education Systems project (overall programme budget £3.3m). The project has completed its next phase and fully replaced the legacy education system. Further discussions are in progress about additional modules to be implemented in 2023/24.
51. The Broadband for Businesses in Rural Oxfordshire (BiRO) programme which started delivery in 2020/21 and completed delivery under both supplier contracts in 2022/23. The final contract position is £4.9m spent against the original budget of £6.3m. This investment has delivered 777 rural businesses and 818 residential premises with full fibre services, in some of the most isolated parts of the county, where they would not have had access to these services otherwise. The average infrastructure build cost per premises was £3,051 and was entirely grant funded following a successful bid by the programme team into Defra. All grant monies have been received by the council. Take up of services is already strong and expected to continue to grow, further benefitting local businesses and the wider Oxfordshire economy. These premises previously had very poor broadband and the project meets a number of corporate priorities – tackling rural inequalities, improving access for children to online educational content, helping small businesses, and addressing the climate emergency by enabling people to avoid work travel.
52. The Rural Gigabit Hub Sites programme which commenced during 2021/22 incurred expenditure of £3.2m in 2022/23 for build work completed under the programme. This programme is enabling fibre infrastructure to be built for county council buildings (where gigabit broadband infrastructure does not exist), other public buildings such as schools and GP practices, and a range of community hub buildings like village halls. This project is funded partly by Department for Culture, Media and Sport (DCMS), and partly out of the first Gainshare payment now received from BT under the completed Better Broadband for Oxfordshire project (£5m). This programme is helping to reduce the cost of connections required for OCC's buildings, help tackle inequalities in Oxfordshire (a number of schools in socially deprived areas are included in the project), and by connecting a number of Community buildings will help provide a platform for local delivery of health and social care, facilitate a reduction in isolation, and provide the means for these important local assets to be at the heart of the community.
53. The digital infrastructure programme (to deliver the outcomes of the ICT Strategy) incurred expenditure of £3.3m. This included:
 - £0.4m for successful implementation of a property management system that provides a single view of assets for FM and Estates services and will enable the property service to manage operations with up to date and accurate information.

- £1.0m for network connectivity equipment to implement a secure “zero trust” network at up to 148 OCC sites across the county. Almost 20% of sites – including County Hall – have been migrated and enjoying improved connectivity at lower cost. The remainder of the sites being migrated by end of 2023, working with Property Services to align with the development of agile workspaces.
- An investment of £0.7m made in improving customer kit – typically laptops and mobiles (where needed), to support agile working, enhanced security and device performance so that people can work efficiently from multiple locations.
- The One Fleet project spent £0.15m to implement the projects first technology solution – a vehicle asset management system. The project is still in progress and aligning with operational changes. A telematics system to track usage and other metrics on vehicles will be installed in 2023/24. These are enablers for the service to deliver a zero carbon fleet, and provide a quality, risk managed and harmonised set of operational processes.
- Investment also made on advice and consultancy for reviewing business case for change for the IBC service from Hampshire County Council, and to replace the recruitment solution as enabler for the recently approved Resourcing Strategy.
- Additional investment has been made to showcase an engaging approach to web content with pilots in place, an example being the Oxfordshire Music Hub site [Oxfordshire Music Hub | Oxfordshire](#)

Passported Funding

54. Disabled Facilities Grant of £6.7m, was passed to the City and District Councils in accordance with the Better Care Fund grant determination. Households are eligible to apply for the grant for home adaptations if a child or adult in the household has a substantial and permanent disability. Types of adaptations funded by the grant include stairlifts, level access showers, ground floor extensions designed around a person’s needs and kitchens designed for a wheelchair user.
55. Schools Devolved Formula Capital expenditure was £1.2m for the year. The Department of Education provided an additional £1.5m of devolved formula capital funding in January 2023. School capital balances increased from £1.2m to £2.6m as at 31st March 2023.
56. A further £2m was spent between the Local Growth Fund and the Getting Building Fund through the issue of grants to third party schemes from the OxLEP programme. Grant funding is received by the Council on behalf of OxLEP in the Council’s role as Accountable Body. A small amount of allocated

funding remains, and the schemes are anticipating being completed by the summer of 2023/24.

Vehicles and Equipment

57. At year end, vehicles and equipment costing over £20,000 purchased for use by the Fire & Rescue Service and in-house Transport Service have been added to the Council's asset register under proper accounting practices. The value of vehicles and equipment purchased and funded by revenue budgets in 2022/23 was £0.4m. For the Fire & Rescue Service, the remaining revenue provision for 2022/23 of £0.7m was transferred into reserves. This has increased the balance held in reserves for the future purchase of vehicles to £2.4m. A further £0.7m was spent on Fire Protective equipment.

Comparison with Original Financial Plans (agreed in February 2022)

58. The capital programme and monitoring report is submitted to Cabinet four times during the financial year. The table in Annex 1c compares the original budget for 2022/23 to actual expenditure for each programme area at each update.
59. The original budget plan for 2022/23 was £296.1m. The various monitoring reports during the financial year reduced the expected outturn position to £184.0m in the report to Cabinet in March 2023. Actual expenditure for 2022/23 was £172.2m. This represents delivery of 58% on the original financial plan for the year agreed by council in February 2022.
60. The variations during the year were explained within the monitoring reports and can be summarised within three main areas:

a) Major Infrastructure: Reduction to original plan of £90.1m

The first monitoring report to Cabinet in July 2022 identified that £50.7m of reprofiling to later years compared to the programme agreed by council in February 2022 was required to better reflect anticipated delivery timescales. Further changes were reported during the year end the total variation to the original plan by March 2023 was -£90.1m. The programmes and projects which were significantly reprofiled are listed below:

- HIF1 Programme – delay in Compulsory Purchase Order and planning
- HIF2 Programme – review of scheme due inflationary pressures
- Growth Deal Funded Programme – discussions with Homes England about the availability of the final £30m funding led to some delays in contract execution. The reprofiled programme is expected to deliver full spend by March 2025 in line with the deadline for utilising the grant funding.
- A34 Lodge Hill – continued negotiations with government departments.

- Wantage Eastern Link Road – delays due to additional survey work, with construction now planned for summer 2023.
- M40 Junction 10 Improvements – delays due review of scheme due to Strategic Rail Freight interchange proposals in the area.
- A40 Science Transit phase 2 – delays in initiating construction phase, now underway.

b) Pupil Place Plan: Reduction to original plan of £14.7m

The report to Cabinet in January 2023 updated expenditure plans from the contractors expected cash flow forecasts for the delivery on new schools. The overall project cost remains within the approved budget with no significant impact on the delivery programme. The School Structural Maintenance Programme for 2022/23, as detailed in this report, experienced a number of projects being carried forward into 2023/24.

c) Property Strategy: Reduction to original plan of £12.3m

The report to Cabinet in October 2022 identified a £6.6m reprofile across the programme and included the prioritisation work and the delivery requirements for Carterton Community Safety Centre and reprovision of Banbury Library.

Capital Programme Financing

61. The table in Annex 1b summarises the financing of the 2022/23 capital programme and compares it to the financing planned in the original and latest capital programme.
62. Various capital grants totalling £98.8m have been used towards the funding capital investment during 2022/23. These include the various funding streams to support the major infrastructure programme including £11.9m of Housing Infrastructure Funds towards the Didcot Garden Town and A40 programmes and £25.8m on the Growth Deal infrastructure programme.
63. Capital funding received from developer contributions totalled £59m in 2022/23. £28.8m developer contributions and Community Infrastructure Levy (CIL) funding was used in 2022/23 to finance various capital projects with the majority of this towards the delivery of the Pupil Places Plan programme. The balance of capital developer contributions held by the council has increased to £254m as at 31 March 2023 and includes interest of £5.0m added at year end in line with the Section 106 agreements. A total of £188m of this funding (including secure funding) is built into the capital programme from 2023/24 onwards. The remainder will be used to support future schemes in line with the relevant agreements.
64. The level of the un-ringfenced grant funding held in the Capital Grants Reserve has increased by £23.3m during the year to £148.6m. The increase includes £7m as part of the 2023/24 SEN High Needs Capital Grant and receipt of the

£30m Zero Emission Bus Regional Areas (ZEBRA) allocation towards the purchase of electric buses expected to be delivered during 2023/24 and 2024/25.

65. The majority of un-ringfenced grants do not have conditions and are not time limited so can be used flexibly across the Capital Programme. Therefore, where available, other funding sources are used to fund capital expenditure before un-ringfenced grants. The balance of un-ringfenced grants is forecast to be spent over the ten-year capital programme period.
66. The balance of unapplied ringfenced Capital Grants held by the Council has reduced by £6.6m to £8.3m as at 31 March 2023. The balance includes the £4.3m of Community Infrastructure Levy funding received towards various projects and £2.5m towards the Green Homes / Sustain Warmth fund, climate change agenda.
67. The capital receipts and capital reserve balances are £31.7m and £43.5m respectively at 31 March 2023. The capital receipts and reserve balances are forecast to be spent over the ten-year capital programme period.

Key performance Indicator

68. A 2022/23 Key Performance Indicator (KPI) included in the Financial Strategy for 2022/23 requires that 80% or more of capital projects completed in year should be delivered on time and within budget. The baseline for the budget is set when the Outline Business Case is approved, and this is compared to the latest approved budget in the year the scheme is completed to calculate the measure.
69. During the year, 6 major school construction schemes were completed. Of these, four were completed within the baseline budget set out in the Outline Business Case. Taking account of a mix of increases and decreases compared to the original baseline budgets the combined change compared to the Outline Business Case was -£1.1m or -4.5%.

Ref	Completed Schemes / Programmes 2021/22	Number of Schemes	Stage 1 OBC £'000	Latest Approved Budget £'000	Change £'000	Change %
1)	New Schools	1	10,880	10,124	-756	-6.9
2)	School Expansions	5	12,857	12,535	-322	-2.5
3)	Major Infrastructure	2	6,440	11,247	4,807	79.5
4)	Annual Programmes		36,180	35,432	-748	-2.1
	Total	6	66,357	69,338	2,981	4.5

70. Major Infrastructure Schemes completed were Oxford North and the pedestrianisation of Broad Street. The approved budget at the construction stage for the A40 Oxford North scheme was £8.4m. This was expected to fund the implementation of public highway improvements in accordance with the A40 strategy and to mitigate the effects of the Oxford North mixed-use development. The instructed contract works were completed in July 2022. During the construction work various additions to the scope were instructed and implemented. These were required to ensure progress, minimize contractor downtime, reconcile utility design, and to implement evolving requirements for safety, design, and non-motorized use to ensure that the scheme met the council's priorities. The revised budget requirement by that stage was £10.7m and reflects those changes.

Risk Management

71. As reported previously, and reflected in this report, there are a mix of factors continuing to impact on the deliverability and cost of capital schemes. Where those schemes are grant funded (for example Housing & Growth Deal, and HIF 1 and 2) there is a risk that slippage could impact on the availability of grant funding as it is not possible to complete the scheme by the funding deadline. Inflationary pressures may also mean that costs increase further by the point the scheme reaches the construction phase eroding the value of the grant funding so that is insufficient to meet the revised scheme costs.
72. These risks are being managed through the council's capital governance process at both project and programme level and through the Strategic Capital Board. Where necessary action is being taken to adjust scheme deliverables and to use value engineering to maintain spend within the available funding. A deep dive of the Major Infrastructure Programme is being undertaken in June 2023 so that all timelines, contingencies and risks for the major programme areas are transparent and understood.
73. Following a review of the council's strategic risk register in March 2023, the council will now be focussing on assessing and tracking seven strategic risks in 2023/24. One of these risks is "Major Infrastructure Portfolio Schemes become undeliverable". This will be reported through the Business Management & Monitoring Reports to Cabinet.

Staff Implications

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

Equality & Inclusion Implications

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

Financial Implications

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

Comments checked by:
Lorna Baxter, Director of Finance

Legal Implications

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

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

LORNA BAXTER

Director of Finance

Contact Officer: Kathy Wilcox, Head of Financial Strategy.

June 2023

Summary outturn position compared to the original capital programme and latest updated capital programme

Capital Expenditure	Original Capital Programme (Council Feb 2022) £'000	Latest Forecast Position (as at end of Jan 2023) £'000	Actual Expenditure 2022/23 £'000	Variation to Original Capital Programme		Variation to Latest Reported Position	
				£'000	%	£'000	%
<u>Strategy Programmes</u>							
Pupil Places Plan	47,915	33,656	33,179	-14,736	-31%	-477	-1%
Major Infrastructure	150,868	65,422	60,739	-90,129	-60%	-4,683	-7%
Highways Asset Management Plan	55,575	50,580	50,105	-5,470	-10%	-475	-1%
Property Strategy	20,550	12,865	8,210	-12,340	-60%	-4,655	-36%
IT, Digital & Innovation Strategy	10,216	9,051	8,945	-1,271	-12%	-106	-1%
Passport Funding	8,744	10,553	9,867	1,123	13%	-686	-7%
Vehicles & Equipment	2,260	1,907	1,113	-1,147	-51%	-794	-42%
Total Strategy Programmes Expenditure	296,128	184,034	172,158	-123,970	-42%	-11,876	-6%
Earmarked Reserves	1,000	0	0	-1,000	100%	0	0%
Total Capital Programme Expenditure	297,128	184,034	172,158	-124,970	-42%	-11,876	-6%

Summary Capital Financing Position

Capital Financing	Original Capital Programme (Council Feb 2022) £'000	Latest Forecast Position (as at end of Jan 2023) £'000	Actual Financing 2022/23 £000	Variation to Original Capital Programme £'000	Variation to Latest Reported Position £'000
Unringfenced grants	92,812	59,786	58,497	-34,315	-1,289
Devolved Formula Capital - Grant	700	700	946	246	246
Other Grants	92,005	43,817	39,404	-52,601	-4,413
Developer Contributions	44,066	34,066	28,783	-15,283	-5,283
Other External Contributions	273	321	247	-26	-74
Schools Contributions	0	0	0	0	0
Revenue Funding	2,950	3,872	2,577	-373	-1,295
Prudential Borrowing	63,322	41,472	41,704	-21,618	232
Capital Receipts/Reserves				0	0
Total Capital Programme Financing	296,128	184,034	172,158	-123,970	-11,876

Capital Balances	Balance brought forward at 1 April 2022 £'000	Latest Forecast Position (as at end of Jan 2023) £'000	Actual balance carried forward at 31 Mar 2023 £'000	Variation to Original Capital Programme £'000	Variation to Latest Reported Position £'000
Capital Reserve	29,107	41,107	43,467	14,360	2,360
Capital Receipts Unapplied	30,009	32,313	31,672	1,663	-641
Capital Grants Reserve	125,321	106,321	148,620	23,299	42,299
Total	184,437	179,741	223,759	39,322	44,018

Capital Grants (excluding school local balances)	Balance brought forward at 1 April 2022 £'000	Balance carried forward at 31 Mar 2023 £'000
Receipts in Advance (ringfenced/eligible spend not yet incurred)	14,880	8,346
Total	14,880	8,346

Strategy / Programme	Budget Council (Feb 22) For 22/23 £'000	Monitoring May 22 - Cabinet (July 22) £'000	Monitoring Aug 22 - Cabinet (Oct 22) £'000	Monitoring Oct 22 - Cabinet (Dec 22) £'000	Budget Council (Feb 23) 22/23 £'000	Monitoring Jan 23 - Cabinet (Mar 23) £'000	22/23 Outturn £'000
Pupil Places Plan							
Basic Need	16,000	16,000	15,200	15,200	15,200	15,526	14,414
Growth Portfolio	25,865	26,000	22,800	21,300	20,800	15,330	16,262
Annual Programmes	5,800	6,030	5,030	2,650	3,350	2,750	2,462
Early Years	250	250	250	250	250	50	41
Retentions	0	0	0	0	0	0	0
Pupil Places Plan Capital Programme Total	47,915	48,280	43,280	39,400	39,600	33,656	33,179
Major Infrastructure							
HIF 1	21,200	14,800	6,500	3,600	3,600	3,500	3,755
HIF 2 & A40	48,112	30,675	28,986	22,186	22,186	18,712	20,926
A423 Improvement Programme	5,800	5,000	5,000	4,000	4,000	4,000	3,587
Active Travel P3	0	0	0	600	600	200	166
Growth Deal & Other Projects	74,094	49,594	52,158	35,593	31,481	28,163	28,924
Major Infrastructure Sub-total	149,206	100,069	92,644	65,979	61,867	54,575	57,358
Other Programmes	1,662	115	2,315	1,315	10,315	10,847	3,381
Major Infrastructure Capital Programme Total	150,868	100,184	94,959	67,294	72,182	65,422	60,739
Highways AMP							
Structural Maintenance Programme	30,230	31,699	31,699	32,125	32,125	33,009	32,530
Improvement Programme	3,000	2,994	2,980	3,400	3,400	3,000	3,167
SM Major Schemes	21,445	15,199	15,305	15,191	13,791	13,671	13,565
Other Programmes	900	906	820	920	920	900	843
Highways AMP Capital Programme Total	55,575	50,798	50,804	51,636	50,236	50,580	50,105
Property Strategy							
Corporate Estate Programme	7,365	7,470	1,970	1,670	1,720	1,570	1,276
Climate Action	250	4,392	4,342	4,342	4,192	3,717	1,484
Structural Maintenance	5,185	6,785	5,485	5,485	5,355	4,690	3,871
Investment Strategy	7,750	5,250	5,250	3,850	3,600	2,600	1,563
Waste Management Programme	0	11	261	261	261	261	1
Retentions	0	27	27	27	27	27	15
Property Strategy Capital Programme Total	20,550	23,935	17,335	15,635	15,155	12,865	8,210

Strategy / Programme	Budget Council (Feb 22) For 22/23 £'000	Monitoring May 22 - Cabinet (July 22) £'000	Monitoring Aug 22 - Cabinet (Oct 22) £'000	Monitoring Oct 22 - Cabinet (Dec 22) £'000	Budget Council (Feb 23) 22/23 £'000	Monitoring Jan 23 - Cabinet (Mar 23) £'000	22/23 Outturn £'000
IT, Digital & Innovation Strategy Broadband Digital Infrastructure							
	8,000	3,400	3,000	3,000	3,211	3,851	3,884
	2,216	6,192	6,592	5,900	6,013	5,200	5,061
IT, Digital & Innovation Strategy Capital Programme	10,216	9,592	9,592	8,900	9,224	9,051	8,945
Passported Funded Third Party Growth (OxLEP) & Housing Deal Passported Funding Specialist Housing & Financial Assistance							
	736	2,793	2,793	2,793	2,793	2,793	1,930
	7,358	7,410	7,410	7,410	7,410	7,410	7,887
	650	650	650	650	350	350	50
Passported Funded Capital Programme Total	8,744	10,853	10,853	10,853	10,553	10,553	9,867
Vehicles & Equipment Vehicles & Equipment							
	2,260	2,167	2,167	2,167	1,907	1,907	1,113
Vehicles & Equipment Capital Programme Total	2,260	2,167	2,167	2,167	1,907	1,907	1,113
Capital Programme Total	296,128	245,809	228,990	195,885	198,857	184,034	172,158

CABINET – 20 JUNE 2023**CAPITAL PROGRAMME APPROVALS – JUNE 2023****Report by the Director of Finance****Recommendations**

1. The Cabinet is RECOMMENDED to:
 - a) approve the addition of the expansion of Wood Green School, Witney (£4.3m) to the capital programme.
 - b) approve the addition of £2.6m to the capital programme to support the council's Tree Policy.

Executive Summary

2. The Capital Programme was approved by Council in February 2023. This report sets out change requests requiring Cabinet approval that will be incorporated into the agreed programme and included in the next update to the Capital Programme in July 2023.

Introduction

3. The Capital Programme sets out how the Council will use Capital expenditure to deliver the Council's priorities as set out in the Strategic Plan 2022-25. The Capital Programme is updated quarterly and fully refreshed annually as part of the Budget and Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.
4. On occasion, time critical variations to the Capital programme are recommended to Cabinet. This report sets out a change request to a school project that is part of the agreed Pupil Place Plan. It also requests that funding for Climate Action including Tree Replacement agreed as part of the capital pipeline¹ in February 2023 is now added to the firm programme so that the purchase of new trees in line with the council's Tree Policy can proceed.

Pupil Places Plan

¹ As set out in the Capital & Investment Strategy **pipeline capital schemes** support the council's priorities, have an agreed need, a confirmed alignment with the council's capital prioritisation framework and a basic mandate. These were agreed to be priority schemes, with agreed funding, but were subject to further development and an approved initial business case before they were added to the firm programme.

Wood Green School Witney

5. Wood Green School is a secondary school managed by Acer Trust. Rising secondary-aged pupil numbers require the expansion of the school by 1 form-of-entry (1fe) from 7fe to 8fe.
6. The project scope includes new build and refurbishment required to facilitate the expansion to 8fe and also refurbishment/remodelling of adjacent accommodation.
7. The estimated project budget prior to the feasibility stage being completed is £4.3m. The council is currently holding £3.3m of Section 106 funding which specifically names Wood Green School in the agreement. The council will fund the works associated with the expansion. A further £1.0m costs relating to the adjacent refurbishment/remodelling will be met by Acer Trust who have access to funding from the DfE to meet these costs.

Environment & Climate

8. In April 2022, the Council approved the new [Tree Policy for Oxfordshire](#). This makes a commitment to replace trees when they are removed and commits to the planting of two trees for every one removed.
9. The capital programme pipeline agreed in February 2023 includes £3.0m funding for Climate Action including Tree Replacement. It is now proposed to add £2.6m of that total to the firm programme to support the cost of supply, planting & aftercare for 3 years of 1,100 standard trees per year for four years. The priority will be to find planting opportunities in established residential streets where the Council is responsible for the Highway.
10. Standard trees take five to seven years before they are of a height and quality to be planted within the streetscape. This investment will create confidence in the nursery supply chain and provide security to the specialist nursery sector to continue growing trees that the council will purchase.
11. The scheme adheres to the council's Tree Policy commitment and enables the opportunity for enhanced community driven projects as well as replacing trees that have had to be removed 'in-year'. The new trees are expected to contribute to climate adaptation, increase canopy cover in residential areas and improve health and wellbeing for Oxfordshire's communities.
12. A Tree Aftercare & Planting Service will be created to support and maintain the council's investment. As part of that two three FTE in – house teams will be established to deliver planting and aftercare including watering as required to ensure that the trees remain healthy.
13. There will be a detailed engagement programme with community action groups and town and parish councils to allow them to have ownership of projects / plans for planting, including during the initial phase when the trees are becoming established. In the longer term the aim is to build expertise and capacity within the council to work with other organisations to enable further tree planting and to generate income through different

highway functions, such as Section 38 & Section 278 works as well as internal highway projects.

Financial Implications

14. Where funding is not available in the capital programme pipeline agreed in February 2023 the updates to scheme costs set out in this report will be funded by additional Section 106 contributions or existing funding for Basic Needs so the overall programme remains fully funded.
15. If Section 106 contributions are not received within the planned timeframe it may be necessary for the Council to temporarily fund capital expenditure through Prudential Borrowing. The Council has a Prudential Borrowing reserve to help manage the revenue impact of additional prudential borrowing.

Comments checked by:
Lorna Baxter, Director of Finance

Staff Implications

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

Equality & Inclusion Implications

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

Legal Implications

18. In year changes to the capital programme must be approved by Cabinet in accordance with Financial Regulation and in particular paragraph 5.1.1(iv) permitting Cabinet to agree resource inclusion into the capital programme via a periodic Capital Report to Cabinet, based on the recommendation of the Strategic Capital Board (chaired by the section 151 officer). Comments checked by:

Paul Grant, Head of Legal and Deputy Monitoring Officer

LORNA BAXTER
Director of Finance

Background papers: none

Contact Officers:
Kathy Wilcox, Head of Financial Strategy
June 2023

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CABINET REPORT
DATE - 20 JUNE 2023

WORKFORCE REPORT AND WORKFORCE DATA Q4 2022/23
Report by DIRECTOR OF FINANCE

RECOMMENDATION

1. The Cabinet is RECOMMENDED to note the report

Executive Summary

2. Our workforce is the most valuable asset the council deploys. It is our people that make a difference to our residents and communities. The very nature of the services we provide, is people intensive. Our residents and our communities are reliant on the professionalism of our workforce to deliver high quality services and the future ambitions of the council.
3. This report provides the workforce profile for quarter 4 of 2022/23 (January – March 2023) in Appendix 1, and an update on the progress of some of the key workforce priorities.

Workforce Profile

4. Appendix 1 of this report provides data and information about the Council's directly employed workforce.
5. The highlights from this data and information are:
 - The Council's directly employed head count (excluding agency workers) has increased during this financial year by 198.32 fte compared to quarter 4 2021/22. Further scrutiny of this will continue and an explanation provided in the next quarterly report if this increase continues.
 - Only 4.4% of the Council's workforce is under 25 while the figures for those under 35 is 22%. There has been no real change in these figures in the last 12 months.
 - Turnover has reduced over the last 12 months from 13.1% in Q1 to 12.2% in this quarter.
 - The number of apprenticeships on programme has increased to 281 this quarter. This has increased when compared to Q4 2021/22 when there were 267. In this quarter there were 51 newly recruited apprenticeship enrolments and the total number of apprenticeship enrolments for 2022/23 was 151 which is lower when compared to 2021/22 when there were 163.
 - Expenditure and use of agency workers has continued to increase this quarter with £10.8m spent (£7.4m via Comensura and £3.4m off contract). There has been an 34% increase in agency worker costs compared to 2021/22. 34% of the expenditure via Comensura is for professional/qualified roles in social and health care.

- Sickness absence per fte is 8.23 days which is a slight reduction when compared to Q4 2021/22 when it was 8.46 days per fte but is still above the target rate of 7 days per fte.
 - The top reason for sickness absence is stress, anxiety and depression at 23.05% and this has increased slightly when compared to Q4 2021/22 when it was 21.44%. This has been the top reason for absence since Q2 2022/23, prior to this it was due to Covid. Absences due to Covid continue to reduce with 5.4% of absences in this quarter being for this reason.
 - 9.85% of the workforce are recorded as non-white. This is slightly higher than Q4 in 2021/22 when it was 9.44% but is significantly lower than the figure revealed by the 2021 census which shows 23.1% of Oxfordshire's population are from non-white backgrounds. This figure however is the total populations and not broken down to provide a figure for those that are economically active and available for work.
 - 6.14% of the workforce are recorded as having a disability. This is an increase when compared to Q4 2021/22 when it was 5.47%.
6. Workforce data and trends are published in more detail on the Council's intranet. This includes a breakdown of staffing numbers and trends over the past five quarters by Directorates and Schools, including temporary and part time employees, turnover and sickness rates along with diversity and salary profiles. This data provides information by service and includes the spend and use of agency workers.

Workforce Priorities

7. There are several key workforce priorities that are the focus for this report. These are: -
1. Workforce Strategy
 2. Resourcing
 3. Equality, Diversity & Inclusion
 4. Wellbeing
 5. Corporate Health & Safety
8. A summary of the current workforce related activity and issues in each of the corporate directorates, where applicable, is attached in Appendix 2.

Workforce Strategy

9. Steps are being taken to develop a new workforce strategy for the Council. The strategy will set out four strategic workforce priorities and the areas of focus that will be needed to deliver the priorities. The priorities have been developed using workforce data and insight and the four priorities are:
- Attracting, recruiting and retaining talented people
 - Promoting a positive and inclusive working environment
 - Enabling Growth & Development
 - Developing leadership capacity and high performance

10. Consultation on the new workforce strategy has started and the aim is to have a final draft by the end of June 2023.
11. The strategy will support delivery of the aims of the Delivering the Future Together programme and will be supported by a detailed action plan that will set out clearly the work that will be needed to deliver the priorities. The action plan will be a 'live' document and will be monitored and updated as new priorities emerge.

Resourcing

Resourcing Strategy

12. The Senior Leadership Team approved a Resourcing Strategy in Q3 2022/23. The priorities in this strategy are being progressed but focus has been on exploring the procurement of an applicant tracking system that would replace the current IBC resourcing model. Work is also now underway to implement other work streams of this strategy which include a new careers microsite for the council to improve the candidates first impression of the council as an employer and the development of an employee value proposition and employer branding to attract more candidates for our vacancies. An employee value proposition is the set of benefits offered by Oxfordshire County Council as an employer in return for the skills, experience and qualities candidates can bring.

Agency Workers

13. Whilst the demand for temporary agency workers has risen significantly over the last 12 months some steps have been taken and will continue to be taken to monitor and reduce this demand and to ensure these workers have the same benefits as other employees, with the aim of converting as many as possible to permanent directly employed contracts. This includes:
- The implementation of an agency tiering system with Comensura which means requests for an agency worker will be sent to those agencies with the lowest level of margin (cost per hire) first. The higher the margin the higher the tier and this should result in a reduction in overall agency costs
 - Improved employee onboarding guidance and support for agency workers including a welcome to Oxfordshire County Council document and access to the employee benefits platform (VIVUP)
 - New agencies added to the Comensura agency framework to help improve the performance of order fulfilment.
 - Supplier engagement sessions set up within social care to improve communication with agencies and hiring managers.
 - Improved Comensura guidance to support managers and avoid the use of other more expensive methods of temporary worker procurement.

Recruitment

14. A number of recruitment campaigns have been running during this quarter, and steps taken to increase applications, and some highlights are:

- A Return to Social work programme has been created by Children's Services Resourcing Lead and the Principle Social Worker. This programme offers free training, including work placements to social workers looking to return to practice after a career break. Once completed and Social Worker Registration is reinstated participants have a guaranteed interview with Oxfordshire County Council. So far there are 4 candidates for this programme. Work to develop similar schemes for social workers and occupational therapists in Adult Social Care are being developed.
- A careers microsite for Children's Services has been refreshed to improve the candidate experience. Alongside this Google and LinkedIn analytical campaigns have been running and this has resulted in a 67% increase in CVs received between Feb and April 2023 compared to the same time period for 2021/22.
- Planned breakfast mornings in children's and adult services to encourage agency social workers to convert to permanent contracts and a sabbatical leave scheme for front line social workers and occupational therapists to support retention of experienced staff.
- Recruiting social work apprentices.
- The resourcing team are developing direct sourcing strategies to target candidates for senior roles across a number of social media platforms to encourage more applications with the aim of reducing the demand for temporary agency workers.
- An increased use of different job boards search platforms to attract more diverse candidates, including Southeast Jobs, NHS Jobs, Forces for Families Jobs, University Jobs Boards, DWP Findajob. The team are also working with the Council's employability service. Further job boards will be sourced and used to further expand the Council's presence with the aim of increasing the number of diverse candidates.

Apprenticeships

15. The total number of apprenticeship enrolments for 2022/23 was 151, with 74 completions and 31 withdrawals. The Apprenticeship Hub is continuing to review all withdrawal data to understand why employees are withdrawing and to take steps to minimise this.
16. The total expenditure on apprenticeships for 2022/23 £914k against a committed levy of £1,337k including the government 10% top up. Spend against the levy has increased every year since it began in 2017 which has resulted in a continuous reduction in the amount of expired levy being returned to the Education and Skills Funding A.
17. Some highlights in relation to apprenticeships are:
 - In 2022/23 Q4 11 employees have enrolled on our first L5 Coaching Professional apprenticeship. This aims to develop more coaching capacity across the council.
 - In 2022/23 Q4 the first cohort of L4 Business Improvement Apprenticeships who started in 2020 completed their apprenticeships, many with distinctions.

- An apprentice who undertook a L4 Data analyst apprenticeship as part of Continued Professional development took 2nd place in the Computer Society 'Future Data Leader of the Year' awards.
- The Council has been selected as a finalist in the Large Apprenticeship Employer category as part of the OxLEP Apprenticeship awards with one apprentice being a finalist in the Special Recognition Award and Apprentice Ambassador Award.

18. Digital skills are a key requirement for the council and well-developed digital skills can support career progression and improve retention. To support this, in 2023/24 there is a plan to develop a Data & Digital Skills Academy. The Academy will offer a variety of Data & Digital training using the apprenticeship levy and will be supported by apprenticeship team and the ITID service and experienced/specialist mentors from across our services.

Equality, Diversity and Inclusion

19. The Stonewall Workplace Equality Index, and staff survey, were both completed by officers across the organisation at the end of September 2022. In February 2023 Stonewall awarded Oxfordshire County Council Gold for commitment to LGBTQ+ inclusion at work. The Council has also secured a position in Stonewall's Top 100 list which recognises exceptional employers who are committed to supporting their LGBTQ+ staff and customers, with praise for creating a workplace where LGBTQ+ employees can bring their full selves to work.

20. Throughout Q4 2022/23, the Council continued to promote religious events and awareness days related to protected characteristics through daily intranet headlines. Examples include Neurodiversity Celebration Week, Holocaust Memorial Day, Holi, Orthodox Christmas, Lunar New Year and LGBT+ History month.

21. The lack of GSCE English and maths is often a barrier to career progression so since 2021 Level 2 English and Maths has been offered to employees with a focus on employees in the lower pay quartile of the gender pay gap report. 43 passes have now been achieved, with 25 live English enrolments of which 20 are women, in addition there are currently 33 live math enrolments of which 26 are women. 14 expressions of interest have been received since the previous quarter and are currently moving through the pre-enrolment stage.

Wellbeing

22. To support our employees through difficult and challenging times we have provided over 50 webinars this past year, ranging from 'mental health awareness' to 'menopause', from 'NHS Health Checks' to 'financial awareness', and have endeavoured to promote our four pillars of wellbeing - mental, physical, social and financial wellbeing through our activities.

23. A Health Needs Assessment (wellbeing survey) took place in October 2022 which has resulted in a number of improvements to the information available for our employees to support wellbeing and is informing the development of a wellbeing strategy and actions to deliver the workforce strategic priorities. In the year ahead

we will be collaborating with directorates to target wellbeing initiatives based on their results of the survey.

24. The Wellbeing Newsletter which has previously only been sent to employees who subscribed to receive it is now being made available to everyone. This provides a range of ideas and suggestions about wellbeing and publicises wellbeing events.

Corporate Health and Safety

25. New H&S for managers training launched in Q4 2022/23 and forms part of the managers competency framework. This training meets the legal duty to protect our employees and aims to develop a positive health and safety culture. All managers are required to complete this training and completion is monitored and will be reported to the Health and Safety Assurance Board.

26. Personal safety and security remain a key health and safety priority for the council and as well as the obvious impact on a person's physical and mental health, poor management, and response to incidents of violence or threatening behaviour in the workforce can adversely impact recruitment and retention. In Q4 2022/23, the following has been completed: -

- Carried out a briefing to the Extended Leadership Team to highlight the issue and how we can ensure issues are consistently dealt with in accordance with our policy framework.
- Facilities Management have undertaken an initial review of building security including security contracts e.g., guards, CCTV. This will inform ongoing work to improve security arrangements across the estate and ensure a consistent approach.
- The use of the lone worker safety app has been extended to approximately 300 staff in Adult Social Care Operational Teams and 100 Facilities Management Cleaners.

27. The development of a new accident and incident reporting system is underway. The new system will be based on SharePoint and is used by both directorates and maintained schools and is expected to be launched Autumn 2023. The system will offer enhanced benefits and functionality.

Equality & Inclusion Implications

28. Equality and inclusion implications are considered across all our workstreams as identified in the section above.

Sustainability Implications

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

Risk Management

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

Financial Implications

31. There are no revenue and/or capital resource implications within this report.

Comments checked by: Lorna Baxter, Director of Finance

Legal Implications

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

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

LORNA BAXTER

Director of Finance

Annex: Appendix 1 - Workforce Profile Q4

Background papers: Nil

Contact Officer: Joanne Pitt, Interim Director HR & Organisational Development

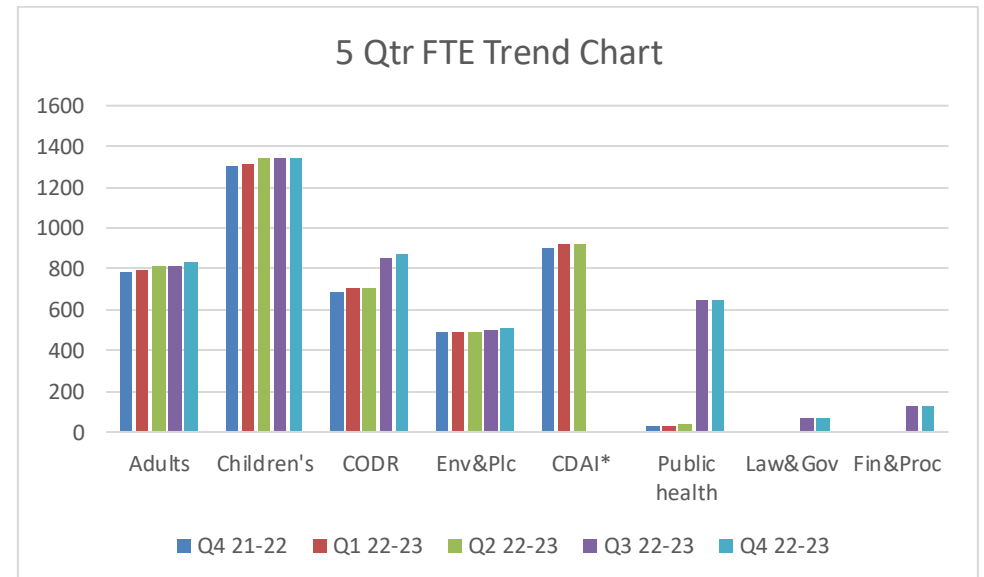
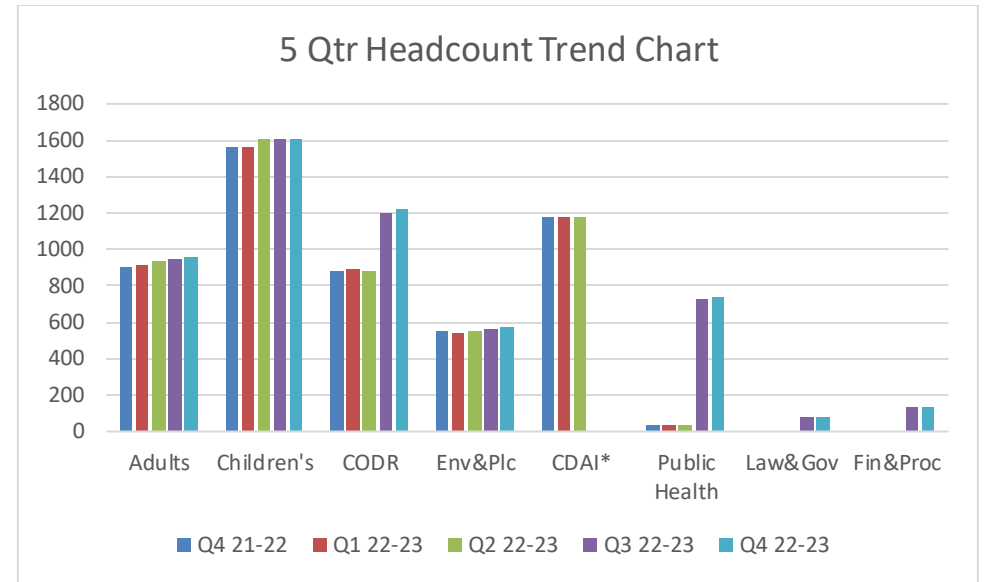
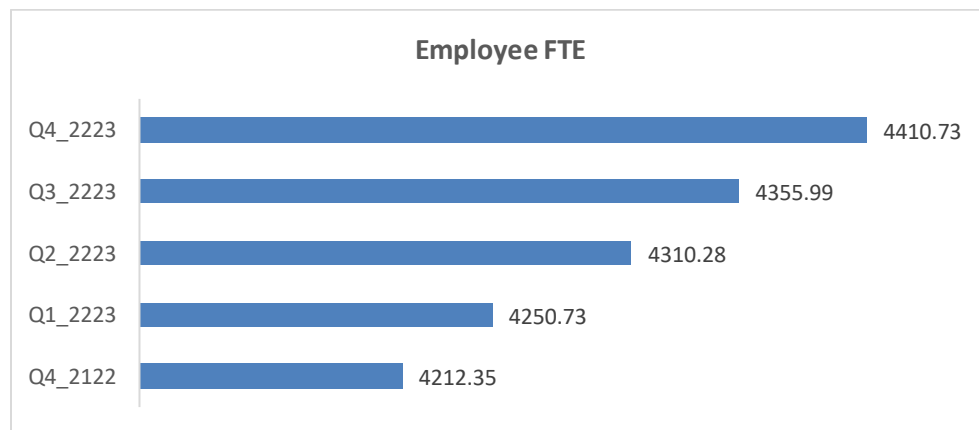
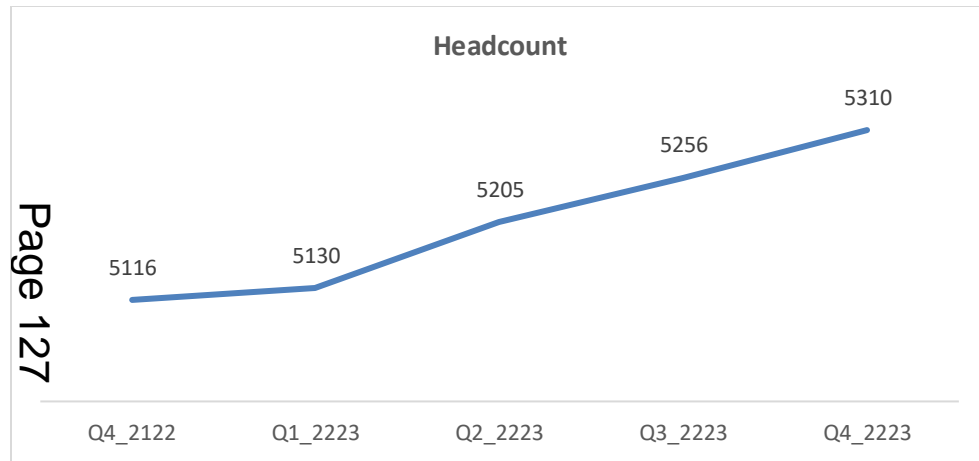
May 2023

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Headcount and Full Time Equivalent (FTE) comparison

The overall headcount has increased again during Q4 which is a continuing trend over the last year.

Headcount and FTE at the end of Q4 (2022/23) was 5310 and 4410.73 respectively compared to 5256 and 4355. for Q3 (2022/23) and has shown a similar upward trend over the last 5 quarters which is spread across all Directorates.



*CDAI Directorate no longer exists after Q2 – Property and FM services transferred to CODR and Community Safety to Public Health with Law & Governance and Finance & Procurement set up as standalone units

Age and Gender

The directorate workforce gender split remains consistent with two thirds women and one third men – a trend existing across both full and part time staff. 42.5% (2255) of the workforce are part-time. Numbers of part time staff dipped during Q1, but increased again during quarters 2, 3 and 4. The workforce age profile remains stable and highlights a slightly older workforce with 52.41% of the workforce aged 45 years or older, 22% of the workforce are under 35 with only 4.4% of the workforce aged under 25.

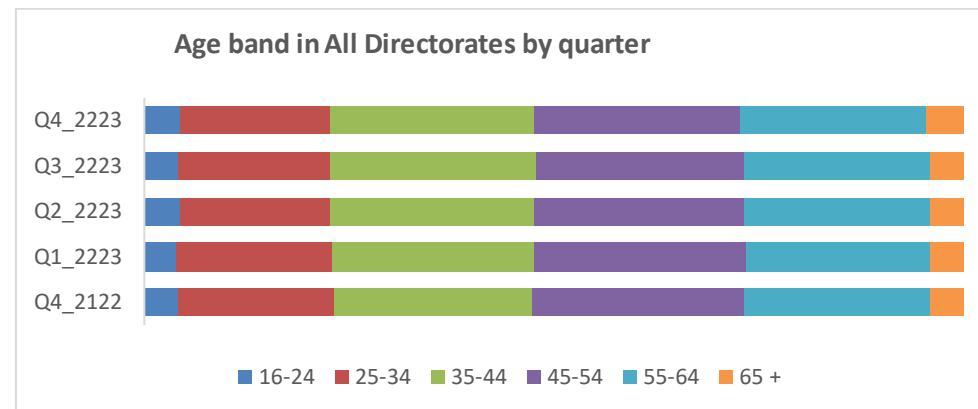
Of the 5310 staff employed across directorates, 330 have temporary contracts (6.2%). The profile of these staff continues to be slightly different from the above in that there is a slightly higher percentage (73%) of female employees in this group and a much higher proportion of employees aged under 45 (72%). 7.3% of these temporary contracts can be attributed to apprenticeships.

Ethnicity and Disability

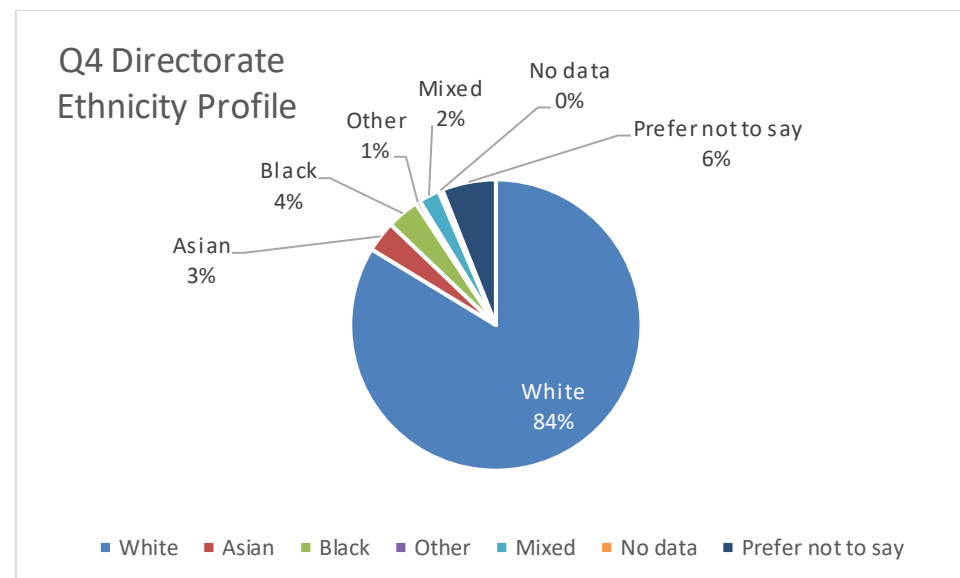
The 2021 census data has revealed that 23.2% of Oxfordshire's population are from non-white backgrounds, an increase from 16.4% at the last Census in 2011. This profile identifies that in Oxfordshire 19% of young people (aged 0-15) are non-white, 14% of working age (aged 16 – 64) are non- white and 3% of older people (aged 65+) are non-white.

Ethnicity: Within OCC, 9.85% of the directorate workforce are recorded as non-white. 83.7% are white (76.55% are white British and 7.15% white other), and 6.44% remain undeclared. The proportion of non-white employees remains higher within our social care workforce at 13.54%. 5.98% of the workforce have selected 'Prefer not to say' and there is no data held for 18 directorate-based employees.

Disability: 6.14% of the directorate workforce are recorded as having a disability.



There are minimal changes to the ethnicity profile across all directorates and the overall percentages remain the same as Q3



APPENDIX 1 – STAFFING REPORT WORKFORCE PROFILE

QUARTER 4 – JANUARY – MARCH 2023

3

Apprenticeships

At the end of Q4 there are 281 Apprentices on programme, 59 of these are in schools. 80% are permanent staff undertaking an apprenticeship as CPD or career progression.

During Q4 22/23 there were a total of 51 new apprenticeship enrolments which is an increase on the same quarter last year. 39 of these were for permanent staff undertaking CPD. The committed spend for Q4 22/23 for new enrolments is £394,030.

Total number of apprentices on programme in Q4 2022/23

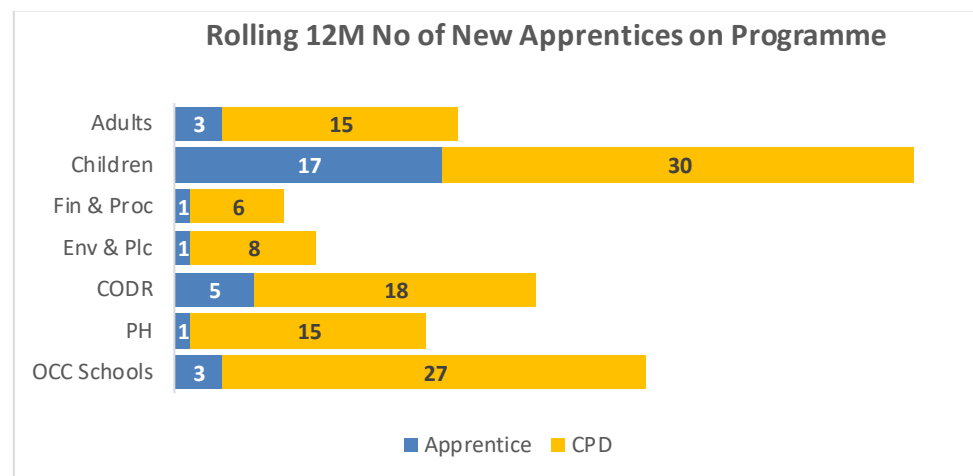
Directorate	Apprentice	CPD	Total
Adults	8	38	46
Children	27	46	73
Fin & Proc	1	10	11
Env & Plc	4	16	20
Law & Gov	2	1	3
CODR	7	36	43
PH	3	23	26
OCC Schools	4	55	59
Grand Total	56	225	281

During Q4 22/23 there were 15 completions and 4 withdrawals

The Apprenticeship Hub continues to review all withdrawal data to assess where trends are occurring and to take action to minimise the number of withdrawals.

Q4 saw the start of our first cohort of L5 Coaching Professional apprenticeships which has proved popular. The first cohort of L4 Business Improvement Apprenticeships who started in 2020 have now completed their apprenticeships - many with distinctions.

New apprentices on programme during Q4 2022/23



Number of new apprentices per year per quarter

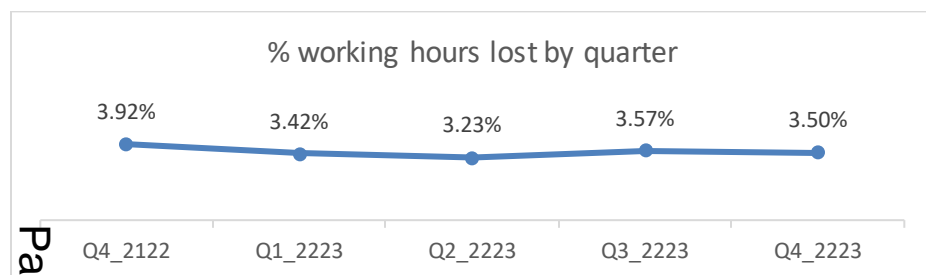
Fiscal Period	17/18	18/19	19/20	20/21	21/22	22/23
April - June		6	43	5	41	29
July - Sept	16	46	33	37	58	33
Oct - Dec	6	44	17	28	29	38
Jan - March	11	15	25	23	36	51
Total	33	111	118	93	164	151

Committed spend on new apprentices per year per quarter

Fiscal year	17/18	18/19	19/20	20/21	21/22	22/23
April - June		17,500	214,600	31,000	237,486	189,279
July - Sept	106,000	472,100	344,500	448,851	540,786	291,845
Oct - Dec	14,000	222,916	72,427	309,885	215,000	308,969
Jan - March	25,000	69,500	142,000	172,454	350,618	394,030
Total	145,000	782,016	773,527	962,190	1,343,890	1,184,823

Sickness Absence

Recorded sickness absence decreased slightly overall during Q4 and continues to be monitored along with referral rates to Occupational Health and usage of the Employee Assistance Programme. Short term absences have decreased with 5333.95 days lost to short term absence in Q4. 178 employees reported an absence due to stress during Q4, the highest number over the last 5 quarters.

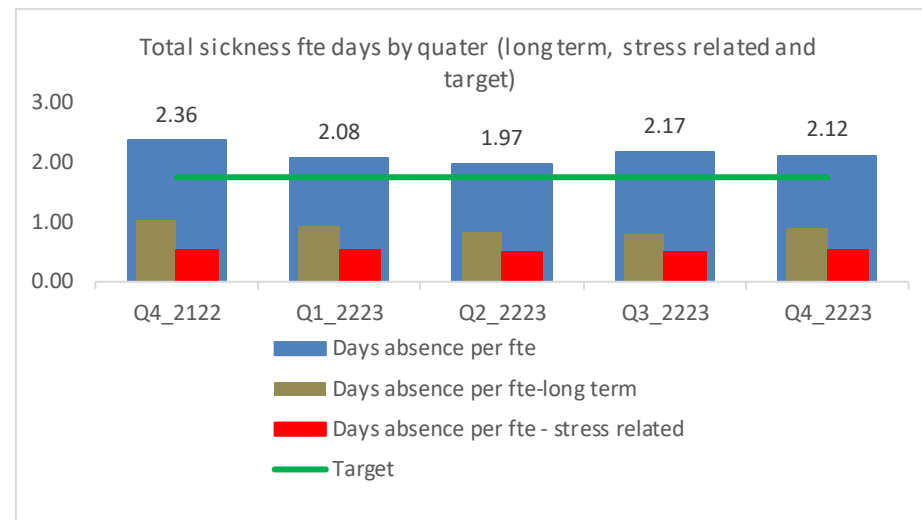


There were 129 employees on long term sickness (20 days or more) in Q4, an increase of 20 on Q3. Of those on long term sick in Q3, 56 returned to work in Q4, 35 continued their absence into Q4 and 27 left. There were 94 new cases of long-term absence in Q4.

289 employees reported a covid related absence during Q4, (5.4% of all employees), which is a continued reduction on previous quarters. 35% of these absences were for more than 3 days, but the data shows that covid is no longer the main reason for absence.

The top reason for absence during Q4 is stress, anxiety, depression at 23.05% (21.33% in Q3), ear, nose and throat the second highest reason at 13.57% and covid, the third at 9.06%. The other two reasons identified in the top five reasons were virus at 8.14% and injury/fracture at 7.52%

The rolling absence over the last 12 months is at 8.23 days absence per fte which is a slight decrease on the 12 months reported at Q3 but continues to be higher than the target rate of 7 days per fte.

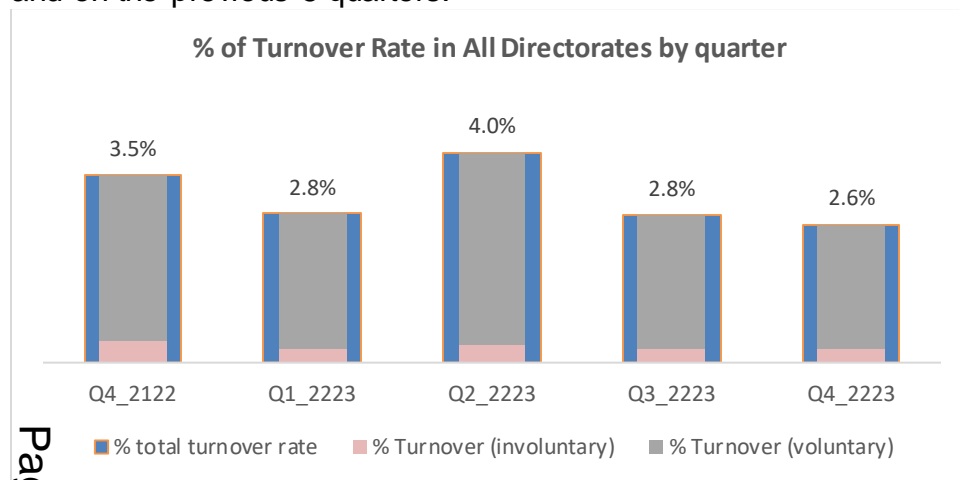


Short Term Sickness by Directorate for Q3	Headcount at end of Q3	No of staff on short term sickness Q3	% of staff on short term sickness Q3
Children	1605	519	32.34%
Adults	960	380	39.58%
Environment and Place	574	163	28.40%
CODR	1223	405	33.12%
Public Health	736	203	27.58%
Fin & Procurement	134	34	25.37%
Law & Governance	76	24	31.58%
Grand Total	5310	1728	33.52%

The number of short-term sickness absences decreased across all directorates during Q4. The percentage of the workforce off work due to a short-term sickness absence reduced from 51.73% to 33.52% in this quarter.

Turnover

Turnover for Q4 for directorates was 2.6% which is reduction on Q3 and on the previous 5 quarters.

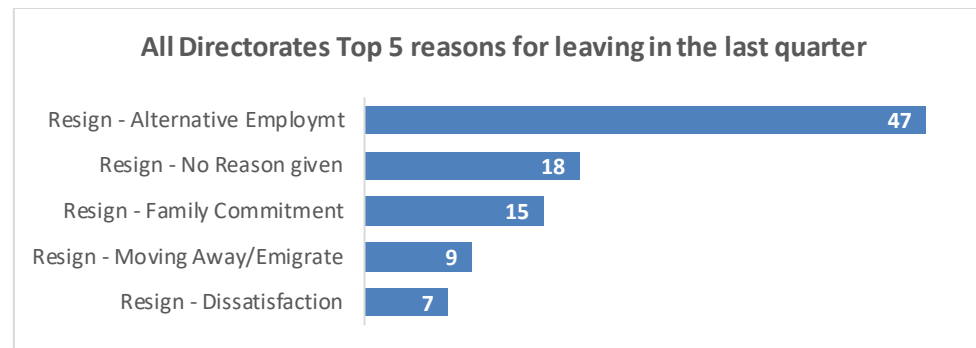


Directorate turnover for the rolling 12-month period also decreased from 12.9% in Q3 to 12.2% in Q4.

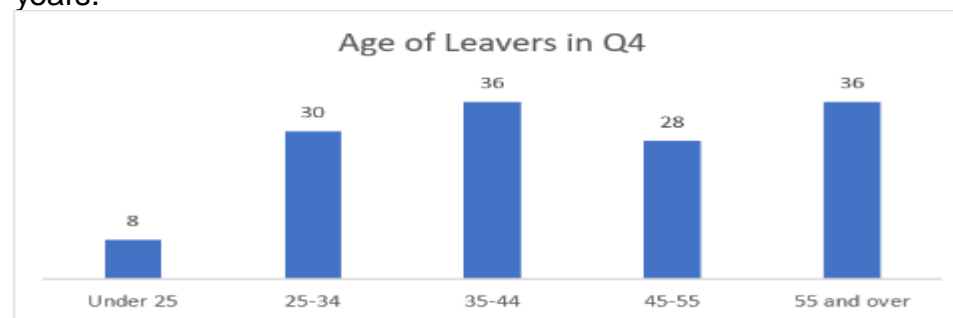
17.39% of leavers during Q4 left with less than 1 year of service, 41.3% had between 1-5 years' service, and 21% had more than 10 years' service. Approximately 59% of leavers in Q4 left before completing 5 years' service. This is a reduction on previous quarters.

Directorate	LoS under 1yr	under 5yrs	under 10yrs	10 plus yrs	All Directorate
Adults	4	10	3	5	22
Children	12	18	13	7	50
CODR	7	14	8	8	37
Public Health	1	3	3	7	14
Env & Plc		12	1	2	15
All Directorate	24	57	28	29	138

Leaving to take up alternative employment continues to be the main reason for leaving at 34%. Leaving due to family commitments continues to be in the top 5 reasons for leaving, with 13% giving no reason. 7 leavers (5%) left due to dissatisfaction



The average length of service of our employees remains stable at 9.2 years with the average length of service of leavers during Q4 at 6.4 years.



There were 4 redundancies in Q4, with 1 member of staff redeployed. The redundancy costs for Q4 were £59,984.26.

We have received 37 exit questionnaire responses for Q4, a 27% response rate. The questionnaire focuses on wellbeing, relationships, roles, workload, culture, training and development. We continue to promote the completion of these. A detailed report is being compiled for the Delivering the Future Programme.

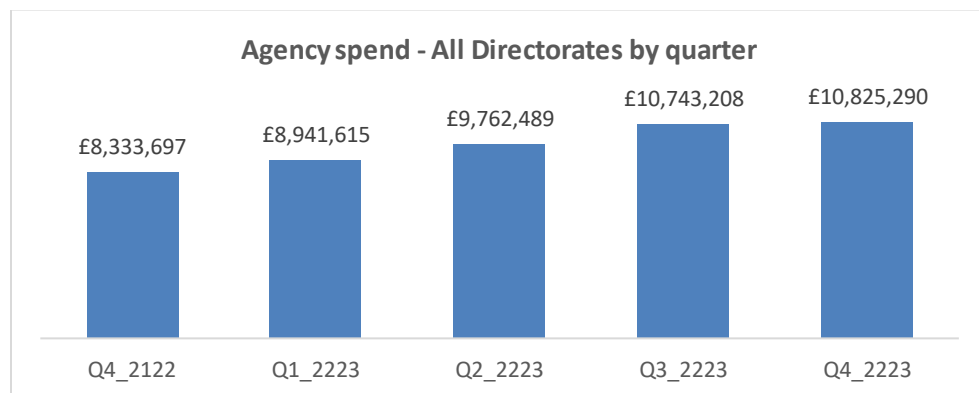
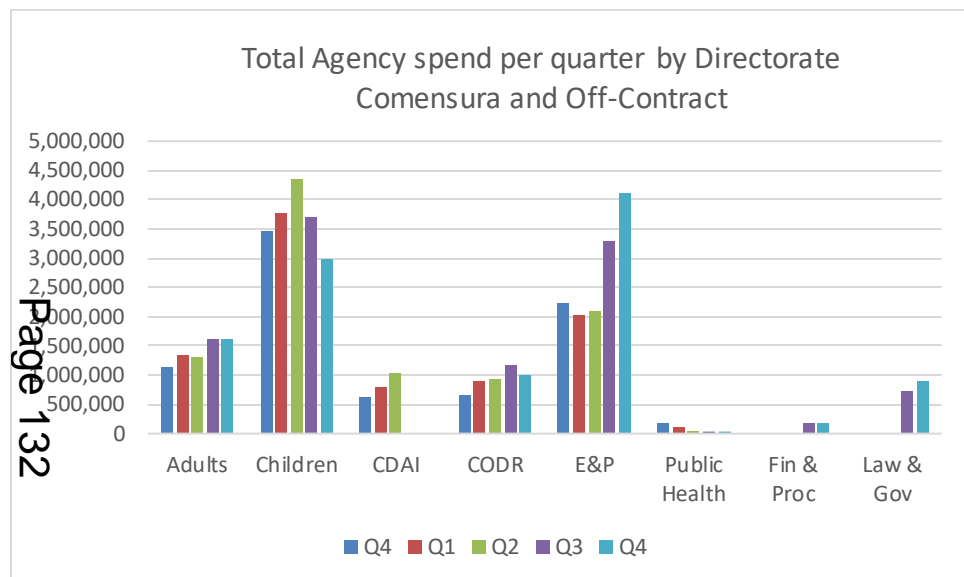
APPENDIX 1 – STAFFING REPORT WORKFORCE PROFILE

QUARTER 4 – JANUARY – MARCH 2023

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Total Agency Spend (Comensura and Off Contract)

The total spend in Q4 for all agency expenditure (**Comensura and Off Contract**) was £10,825,290 – an increase of £81,982. The reduction made within Children's Services has been offset by the increase of additional spend in Environment and Place.



Comensura contract spend

has increased this quarter to £7,399,161 (an increase of £214,808 on Q3), and an increase of 26.1% on Q4 last year. Children's Directorate were still the heaviest user, although their spend has reduced again in Q4. Approximately 34% of Comensura spend relates to qualified Social and Health Care bookings, with 19.8% for Engineering and Surveying and 16% for Interims. There were 106 new bookings requested during Q4 a reduction of 21 on Q3. Of these 66 (62%) were to fill a vacancy, 19 (18%) related to project work, 11 (10%) for planned demand, and 4 (3.77%) for unplanned demand. Three bookings related to a covid absence. At the end of Q4 there were a total of 361 active bookings – the equivalent of 304.8 fte, but a decrease of 27 bookings on Q3.

Q4 Top 10 Comensura booking categories



Off contract spend (agency usage outside of Comensura contract) has increased this quarter to £3,426,129 (an increase of £351,855 on Q3). £1,718,902 (75%) of all off contract spend relates to Environment & Place. Children's Services off contract spend has reduced significantly and is £652,902 for Q4 a reduction of £944,876 on Q3.

Divisions Affected – ALL

CABINET
20 June 2023
SEND SUFFICIENCY AND LGSCO FINDINGS REPORT

Report by **Executive Director – People, Transformation and Performance**

RECOMMENDATION

1. The Cabinet is asked to note the contents of the report setting out the updated SEN sufficiency strategy and the learning from the recent Local Government and Social Care Ombudsman decision reference 22 000 090.

Executive Summary

2. The Council has a duty for the provision of sufficient school places, including those for children with special educational needs. All Councils must keep its educational provision under review to ensure the provisions available are sufficient to meet the needs of its children and young people. The Council has recently updated its Special Educational Needs' School Places Sufficiency Strategy, [SEN Sufficiency Strategy March 2023 \(pdf format, 2.3Mb\)](#).
3. The Council's Special Education Needs service during 2021 and 2022 was delayed in its handling of the production of a child's education, health and care plan. Also during that period the child was not provided with education between April 2022 and December 2022. The service, following the intervention by the Local Government and Social Care Ombudsman, addressed the handling of the request for the child's school place and has identified points of learning and service improvement opportunities which are identified later in this report.

Introduction

Sufficiency Plan.

4. The Council has been delivering the following additional provision;
 - I. A rolling programme of special school expansions over the last ten years has added over 270 places, including through the rebuilding of two Oxford schools. The next phase of planned expansions will add at least 60 further places across four schools.
 - II. A new ASD school (aged 9 – 19) for the most complex needs, providing 32 places, was opened in 2014.
 - III. Two further new schools are underway, due to open 2024 / 2025, with funding already allocated through previous successful Department for Education Free School applications, supplemented by Section 106 funding secured by the council namely:
 - a. Bloxham Grove Bloxham, SEMH/ASD, 118 places
 - b. A new special school in Faringdon, SEMH/ASD, 118 places.

5. Also, OCC bid to establish two further new special schools applying to a DfE Capital Fund in December 2022. Those bids were unsuccessful, but steps are being taken to deliver both those new schools using other funding provided by the DfE.
6. OCC published its SEND Sufficiency Strategy, which covers the period 2018 to 2027. That Strategy document has been updated in 2023, please see [Annex A](#).

Service Improvement and Learning

7. The Local Government and Social Care Ombudsman (LGSCO) handled a complaint from an Oxfordshire County Council school parent about the provision of a child's school place under reference 22 000 090. The LGSCO findings were as follows; "Ms X complained about delays in the annual review process for her daughter, Y, that the Council was not providing Y with suitable education and about poor complaint handling. The Council is at fault. It has not provided Y with suitable education between April and December 2022, delayed finalising Y's Education, Health and Care (EHC) Plan and handled Ms X's complaint poorly. It will now finalise Y's EHC Plan and pay Ms X £1800 in recognition of Y's lost educational provision and £500 for distress caused to her. It should also act to improve its services."
8. The original decision was provided on 18 January 2023 and actions are typically required within 3 months of the decision date. The Ombudsman is aware of that, and understands why, the action to discuss the findings of this case at an appropriate committee or cabinet meeting is taking place outside the prescribed timescales.
9. The service has provided the payments to Ms X. Her child's EHC plan was finalised in January 2023 naming her local mainstream primary school.
10. There is an established service improvement regime which has arisen from a strategic overhaul of the issues with meeting statutory timeframes within the Education Health and Care Needs Assessment process. Between January and May 2023 the service processed almost 500 new requests for an EHC Needs Assessment. During that period timeliness in undertaking the assessments improved from 13% to 34% and this continues to improve. In 2022 the national figure was 60%. There is still further improvement to be delivered to ensure the Oxfordshire service to children and families at least equals or exceeds the nationwide service measure. As stated the service has already started to improve in this area and has further plans utilising additional funding for improvement agreed by Cabinet and received initially in February 2023. The focus will be on improved staffing levels, retention of experienced staff, workforce remodelling and improved processes and timeliness.
11. The case led to Y having a period of time out of education. The department has taken the opportunity of team, service and department wide meetings to deliver training that highlights the duty under Section 19 of the Education Act

1996 (Section 19 of the Act). Section 19 of the Act states, local authorities shall make arrangements for the provision of suitable education at school, or otherwise than at school, for those children of compulsory school age who, by reason of illness, exclusion from school or otherwise, may not for any period receive suitable education unless such arrangements are made for them. New standard operating procedures to address Section 19 of the Act, co-produced by all teams with the involvement of children not accessing education, have been rolled out within the department.

12. In handling complaints, the SEND service has been working closely with the Customer and Culture Team to improve response times in order to meet corporate timescales. Also, the wider improvements identified in paragraph 10 are ensuring that fewer families have a reason to follow a complaints process. Providing additional school places in more and better locations throughout the county will facilitate access to suitable placements and reduce the home to school journey.

Financial Implications

13. The delivery of new special educational needs places is through capital funding from the Department for Education when it meets 'basic need' thresholds and there have been opportunities for specific funding bids to the Department. Also, some funding is achieved from Section 106 agreements. The Council has full oversight of any expenditure in this area through its Capital Programme.

Comments checked by: Danny Doherty, Interim Finance Business Partner,
danny.doherty@oxfordshire.gov.uk

Legal Implications

14. The Council has been required to consider the outcome of an Ombudsman Investigation decision as it would pertain to a Report in accordance with s31(2) Local Government Act 1974. This report fulfils that requirement.

Comments checked by: Paul Grant, Head of Legal and Deputy Monitoring Officer, paul.grant@oxfordshire.gov.uk

Equality & Inclusion Implications

15. There are no impacts for equality and inclusion.

Sustainability Implications

16. There are no impacts for sustainability.

Risk Management

17. The changes arising from the LGSCO decision and learning from this case

Contact Officer: Martin Goff, Head of Access to Learning,
martin.goff@oxfordshire.gov.uk

June 2023

Annex A

Local Area SEND Strategy

The Local Area SEND Strategy for children and young people aged 0 – 25 years.
Strategic overview

Oxfordshire has developed a Local Area SEND Strategy for children and young people aged 0 – 25 years who have Special Educational Needs or/and Disability (SEND). It sits alongside our Health and Wellbeing Strategy, which in turn is informed by our Joint Strategic Needs Assessment (JSNA).

It was produced by the SEND Strategy Development Group, with representatives from Oxfordshire County Council (education and social care), NHS Oxfordshire Clinical Commissioning Group, education settings and Oxfordshire Parent Carers Forum.

A public consultation on the Local Area SEND Strategy ran from mid-January to mid-March 2022. The responses to the consultation indicated overwhelming support for the five strategic objectives. A report summarising the consultation will be published by mid-June 2022.

Implementation plans will take into account parental feedback, will be developed in coproduction, and remain consistent with the strategic objectives. In addition, impact measures for the Local Area SEND Strategy are in development in order to help us to monitor our progress.

[Oxfordshire Local Area Special Educational Needs and Disability \(SEND\) Strategy 2022-2027 \(.pdf format 7.07 MB\)](#)

Oxfordshire SEND Sufficiency Delivery Strategy 2022/23-2026/27

This strategy sets out Oxfordshire County Council's planning framework for the delivery of additional school-based capacity to meet the needs of children and young people with Special Educational Needs and Disabilities. It complements the Oxfordshire Local Area SEND Strategy and is aligned with the DfE Delivering Better Value (DBV) Programme.

[SEN Sufficiency Strategy March 2023 \(pdf format, 2.3Mb\)](#)

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Divisions Affected - All**CABINET
20 JUNE 2023****Policy on Supply Chain Emissions****Report by Director of Finance****RECOMMENDATION****1. The Cabinet is RECOMMENDED to**

Approve the proposed policy position for the Council on supply chain (Scope 3) emissions as set out in Annex 1.

Executive Summary

2. Supply chain emissions (sometimes described as 'Scope 3' emissions) make up around 90% of Oxfordshire County Council's (OCC) overall emissions.
3. OCC is already working with some of its contractors to reduce carbon emissions, both through the social value policy and direct engagement with some contracts.
4. The council's reporting of contractor emissions however is currently very limited. The attached policy is designed to create a robust and prioritised approach to addressing supply chain emissions.
5. The proposed policy position on achieving the decarbonisation of the supply chain includes expanded engagement with the OCC supplier base, expanded supply chain emission reporting and a commitment to incorporate low carbon specification requirements in supplier contracts.

Background Information

6. Through the Climate Action Framework and 9 priorities of the Corporate Strategy, OCC has committed to working with suppliers to reduce the emissions associated with delivery of council contracts.
7. Oxfordshire County Council spends around £650 million per annum on the procurement of goods, services and works. A recent study estimated the

emissions from this spending are potentially as high as 150,000 tonnes per annum or around 90% of OCC's total carbon footprint. Around 80 per cent of these emissions were from purchased goods and services, including outsourced council services. A further 17 per cent of the estimated emissions were as a result of large infrastructure projects and other capital goods.

8. To date OCC's work with suppliers has been largely through applying the Social Value Policy, which applies to contracts over £100,000 and weights social value at between 12% and 16% depending on the total contract value. Contractors can demonstrate social value across a range of categories, with carbon reduction prioritised as a form of social value. Through the policy, a supplier's social value commitments will be influential in determining the winning bidder.
9. However, as emissions reduction is only one theme under which suppliers can demonstrate social value contractors, the policy does not guarantee that our contractors will make commitments in line with our net zero commitments.
10. OCC has additionally been working directly with suppliers in some of its major contracts including Highways and Supported Transport Services.
11. OCC already has a well-established approach for annually reporting its scope 1 and scope 2 emissions (see Table 1 for definition). Reporting of scope 3 emissions is currently very limited.

12. **Table 1: Definition of GHGP scopes:**

The Greenhouse Gas Protocol Corporate Standard (GHGP) is the global standard for emissions reporting by companies and other organisations. To allow organisations to distinguish between direct and indirect emissions, the GHGP defines three emissions scopes

- (a) **Scope 1:** These direct Greenhouse Gas (GHG) emissions arise from operations that are owned and controlled by the reporting organisation.
- (b) **Scope 2:** Emissions associated with the generation of purchased/used of grid-supplied electricity, heat, steam and/or cooling by the reporting organisation.
- (c) **Scope 3:** Indirect GHG emissions including for example staff commuting, or supply chain emissions

13. The UK Government has recently started incorporating carbon emission reporting requirements into contracts for central government valued over £5million. These reporting requirements are expected to become more demanding over time and give an indication as to the direction of travel with regard to requirements of large suppliers.
14. The attached policy aims to take a methodical and robust approach to addressing OCC's supply chain emissions in line with OCC's net zero ambitions. This includes deepening our understanding of suppliers' current decarbonisation trajectory, expanded scope 3 greenhouse gas (GHG) reporting and identifying low carbon principles to embed in future OCC contracts.

15. OCC had over 3500 suppliers in 2020. A relatively small number of suppliers – circa 20 - represent a large proportion of OCC's procurement expenditure (40%). It is expected that these suppliers will also be responsible for more than 40 per cent of total supply chain emissions.
16. The Supply Chain Emissions policy aims to deliver the following business benefits:
 - Develop OCC's industry knowledge through improved understanding of the carbon reduction measures and targets implemented or planned by contractors.
 - Enable baselining and tracking of scope 3 emissions in the council's GHG report for improved transparency on the council's wider emissions footprint and to measure progress on carbon reduction.
 - Identify opportunities to collaborate with our suppliers in bidding for external funding or knowledge transfer.
 - Identify opportunities to work with organisations procuring similar goods and services on developing ambitious specifications that drive the market towards low carbon solutions.
17. Where existing contracts do not yet have requirements on emissions data reporting or carbon reduction, OCC will not be able to mandate the provision of this information but will seek to work in partnership with suppliers where possible.

Corporate Policies and Priorities

18. This Policy will support the objective to put actions to address the climate emergency at the heart of our work. Through ongoing work with suppliers via contracts and in the tendering process itself, this will ensure that scope 3 emissions are included in the Council's reporting processes.

Financial Implications

19. There are no financial implications to this report.

Comments checked by:

Lorna Baxter, Director of Finance, lorna.baxter@oxfordshire.gov.uk

Legal Implications

20. There are no legal implications to this report.

Comments checked by:

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

Staff Implications

21. Funding for a new officer position has been approved in the budget for 23/24 to monitor the scope 3 emissions and to develop and manage a programme of engagement and development for suppliers, particularly SMEs, to ensure that this policy is fully embedded within the supply chain.

Sustainability Implications

22. This will support the Council's Climate Action objectives.

Lorna Baxter
Director of Finance

Annex: Annex 1: Policy position on Oxfordshire County Council's Supply Chain Emissions

Background papers: Nil

Contact Officer: Melissa Sage, Head of Procurement,
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June 2023

Policy Position on Reducing Oxfordshire County Councils Supply Chain Emissions

The carbon emissions generated as a consequence of Oxfordshire County Council's procurement activity represent a significant majority of the councils carbon emissions, estimated at around 150,000 tonnes of CO₂e per annum in 2020/21 and representing around 90 per cent of the council's total carbon footprint¹.

Alongside the commitment to realise net zero emissions from the corporate estate by 2030, Oxfordshire County Council is committed to working with its supply chain to reduce emissions and ensuring they are increasingly aligned to science-based targets for net zero emissions.

To align our supply chain emissions with science-based targets, we will:

Engage with our suppliers on their carbon emissions and expand supply chain emission reporting:

- Work with our existing major suppliers - where annual expenditure is more than £5million per annum - to seek baseline carbon emissions data and understand carbon reduction plans and policies.
- For future contracts above £5m seek to work with suppliers who have set science-based emissions targets for their business.
- For all new council contracts of a value of over £1 million per annum include a requirement for reporting of scope 1 and 2 emissions to the council.

Collaborate with our suppliers, partners and purchasing organisations on decarbonisation opportunities:

- The County Council will work with major suppliers collaboratively to identify the potential for innovative solutions to enable increased supply chain emission reductions and jointly seek innovation funding.
- The County Council will seek to work with other local authorities and other purchasing organisations to develop best practice specifications to increase our combined buying power, share best practice and give certainty to the market.
- Work with Oxfordshire partnerships such as Oxfordshire Greentech and the Inclusive Economy partnership to support Oxfordshire businesses in line with this policy.
- Annually share decarbonisation best practice from our contracts.

Implement low carbon principles and specifications in future council contracts:

- The County Council will implement established, cost-effective low carbon principles and specifications in council contracts to drive down supply chain emissions, including in lower value contracts.
- Develop mechanisms for smaller suppliers to be supported with advice to reduce emissions and simple metrics that allow emissions reporting.

Maximise the effectiveness of Oxfordshire County Council's Social Value Policy to realise further supply chain emission reduction opportunities:

- Through the newly launched Social Value Policy, the council will encourage suppliers to independently identify further opportunities to deliver contracts to the council with low carbon measures.

¹ This is an estimate using an expenditure-based calculation and does not constitute an accurate baseline for Greenhouse Gas (GHG) reporting purposes.

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Divisions Affected – All

CABINET

20 June 2023

Lane Rental for Oxfordshire

Report by Corporate Director of Environment and Place

RECOMMENDATION

1. The Cabinet is **RECOMMENDED** to:
 - a) Approve the submission of an application to the Department of Transport for Lane Rental in Oxfordshire.
 - b) Delegate decision making on the timing and specific content of the Scheme and application to the Corporate Director of Environment and Place in consultation with the Cabinet Member for Highway Management.

Executive Summary

2. Oxfordshire County Council, as the Traffic Authority, has been running a successful Permit Scheme for road and street works since 2020. As a result, a further opportunity is now available to apply to the Department for Transport (DfT) for an Order to allow for the introduction of Lane Rental in Oxfordshire.
3. The Lane Rental Scheme (LRS) allows for additional charges to apply to works on our busiest roads at the busiest times. This encourages those working on the highway to avoid peak times (to avoid the charges) or pay the charges (completing the works in shortest possible timeframe), the maximum for which is £2,500 a day.
4. Fees arising from Lane Rental must be invested in works operations to reduce impacts, improving the highway network, and compensating society for disruptive works. In accordance with the Department for Transport guidance, it is proposed to set up joint working arrangements between the highway authority and works promoters to manage the allocation of funding arising from Lane Rental.
5. The introduction of Lane Rental was identified as a key ambition of the Network Management Plan 2023-2028, adopted by Cabinet in February 2023.

6. Subject to central government timetables, the intention is to introduce Lane Rental from September 2024.

Exempt Information

7. Not applicable.

Background

8. Network Management receives in the region of 30,000 requests to work on the network per annum and these are coordinated, inspected, and enforced to reduce the impact on the travelling public.
9. The Oxfordshire Permit Scheme is required, under DfT guidance, to be cost neutral to the Authority. The Oxfordshire Permit Scheme generates approximately £1m of activity per annum.
10. Lane Rental allows the Authority to impose specific charges on those requesting to work on the network on our busiest roads at the busiest times (traffic sensitive streets at traffic sensitive times).
11. Lane Rental is the next stage in the evolution of the Network Management Service for Network Coordination, by imposing charges designed to promote behavioural change in the industry. The busiest 5% of the network will be subject to Lane Rental (in accordance with the guidance coming from DfT). Unlike the Permit Scheme, the DfT accept that Lane Rental will generate a financial surplus to the Authority which should be invested into mitigation measures, highway improvements and associated societal benefits.
12. Key benefits of Lane Rental include:
 - Incentivising collaborative working between works promoters
 - Improving the quality of works (to avoid return fees)
 - Works are undertaken outside of key times
 - Working smarter will reduce the time taken to complete works
 - Provide increased resource to manage the network, offset by income generated by the scheme
13. Brighton Traffic Management Limited, were commissioned to undertake a scoping exercise in 2022 to explore the potential benefits of a scheme in Oxfordshire, the results of which are shown at Annex 1, and to support officers in the preparation of an application to DfT.

Outline of Oxfordshire Lane Rental Scheme (LRS)

14. The specifics of the scheme need developing; much will be based on other successful schemes but using Oxfordshire specific evidence. Initial thinking on some of the core principles for the scheme includes:
 - That the Scheme will apply to:

- All work on roads identified as Traffic Sensitive specifically for Lane Rental, taken (as a sub-set) from the current list of Traffic Sensitive Streets from Oxfordshire's National Street Gazetteer. Draft plan of the Traffic Sensitive Sites is due from Brighton Traffic Management by end of July 2023.
 - Work undertaken outside of core off peak times (09:30 – 15:00) on roughly 5% of the highway network - determined as the busiest by traffic volume/bus frequency/critical infrastructure).
 - That there will be one charge set at the maximum allowed daily charge of £2,500, with specific discount criteria to be determined.
 - Lane Rental Traffic Sensitive Streets will be reviewed as part of the scheme development to encompass local conditions beyond those required by the Department for Transport, to maximise the potential network management benefits to the network
 - The aim is to increase collaboration with all works promoters on the highways to reduce congestion at peak hours using financial incentives
 - Governance will be developed, in accordance with the Department for Transport requirements, for the allocation of surplus funds generated by the scheme
15. It is hoped that the scheme will bring about behavioural changes from works promoters for the benefit of road users such as:
- Immediate works completed faster - more immediate works done within 2 days (free period) to avoid the charges
 - Reduced works impact - more resources applied to works to reduce the time taken or carry out works outside of charging hours (though this will mean longer works durations)
 - Improved collaborative working - more works will be done collaboratively by promoters to share the costs and/or charges
 - Increases use of technology - greater use of new technology to speed up the works or reduce their impact, such as 'mole' systems
16. There will also potentially be some impacts that could be considered as negative which will need to be considered when developing the specific details of the scheme, such as:
- Out of Hours Working - more works undertaken out of hours, including overnight (potentially an increase of 10% based experience of others)
 - Works Taking Longer - Some works will take longer if there are done during a shorter day between busy periods to avoid the charges
 - Highway Works - the Councils own works are potentially chargeable, which may impact on programmes or budgets

Corporate Policies and Priorities

Strategic Plan

17. Introducing Lane Rental principally supports the following strategic priorities for Oxfordshire:

- Priority 1 - Put action to address the climate emergency at the heart of our work - by reducing congestion on the network at key times, promoting innovation in the industry to use innovative techniques and support climate emergency mitigation measures through the use of surplus revenues
- Priority 3 - Prioritise the health and wellbeing of residents - by reducing congestion, supporting innovation and support climate emergency mitigation measures through the use of surplus revenues
- Priority 5 - Invest in an inclusive, integrated, and sustainable transport system - by increasing our ability to manage the network to ensure the expeditious movement of traffic on the network, support active travel and other key objectives via the use of surplus revenues
- Priority 9 - Work with local business and partners for environmental, economic, and social benefits – by working with key stakeholders, as required by the DfT, to formulate a bespoke LRS for Oxfordshire which supports local and national transport policies, improvements to the highway network and local policy initiatives

Local Transport and Connectivity Plan (LTCP)

18. Introducing Lane Rental supports the ambitions of LTCP, in particular Policy 31:
- Undertake network management as part of an integrated approach, utilising emerging technologies to maximise its ability to tackle congestion issues in the county
 - Continue to work closely with all stakeholders, partners, and communities to minimise the adverse impact of disruptions on the entire road network within Oxfordshire and beyond
 - Balance the needs of all network users, whilst promoting and prioritising walking, cycling and public transport at every opportunity

Network Management Plan

19. A new Network Management Plan was adopted by the council on 22nd February 2023 and progression of Lane Rental will especially help to deliver the plan by:
- Minimising disruption to those travelling on the network
 - Provision of quality information to the travelling public, taking direct and proactive action to reduce disruption
 - To support active travel schemes
 - Increase journey time reliability and minimise end-to end public transport journey times
 - To effectively coordinate all network activity to maximise the effective use of road space

Financial Implications

20. The Scoping Report at Annex A provides details of the financial assumptions made for Lane Rental. The key headlines from this are:

Costs:

Annual operating costs for the scheme has been calculated at £910k per annum (see Annex 1). This is made up of additional staff to manage and enforce Lane Rental in Oxfordshire, system improvements and refunding lost permit revenue where works are reassigned as Lane Rental.

A breakdown of the scheme's costs is summarised below:

Ongoing Annual Operating Costs	
Start-up Cost Centre	Year 1+
KPI Production / Evaluation	£80,000
Invoicing	£100,000
IT Support	£50,000
Unauthorised / Abandoned	£30,000
Management Overhead	£50,000
Staff Costs (Permit Scheme recharge + additional staff)	£600,000
Total	£910,000

A contingency amount of £90,000 (10%) has been allocated on top of the £910k estimate to ensure there is some coverage over the costing to provide assurance around any sensitivity on the estimates, this revises the overall estimate of costs to £1m.

Income:

Depending on the potential behavioural change within the industry, fees from the scheme is estimated between £3m to £12.5m per annum. Note there are restrictions set out by DfT as to how this can be spent and reinvested. This estimate is based on traffic sensitive streets data sourced from Brighton Traffic Management.

21. One off start-up cost for scheme is £69,600 and is to be funded from the surplus from the Permit Scheme. The cost has been determined on a day rate of £800 per day for 87 days for Consultancy costs via Brighton Traffic Management.
22. Payments for fees will be received in advance from all users and coded to a dedicated cost centre for Lane Rental. The reporting of income and expenditure will be governed under the usual finance governance framework as well as in the 'Street Manager System' (a DfT system operated by OCC).

Financial Governance

23. Once the LRS goes live, we will need to have the Governance Group set up and running within 3 months. Invitations will go out asking for nominees. Recommended plan is 4 representatives from stakeholder utility side, 4 representatives from Oxfordshire County Council and an independent chair. Also supported by additional resources within the authority to help with the bidding process, documentation, cost benefit analysis. There is an existing model for the Governance Group with supporting documents. The group's role will be to receive bids, make decisions on how to spend and maximise opportunities.
24. The LRS is relatively new and Oxfordshire County Council would be one of the leaders. Examples of authorities who have recently adopted it are Surrey and West Sussex. Kent Council were the initial leaders of the first scheme and have it up and running for several years. All following approval by the Secretary of State and are live schemes. Next will be East Sussex in a few months' time. The consultants are developing a pipeline of authorities that are scheduling Lane Rental projects. There is an ambition that DfT will require all Highway Authorities to adopt this scheme in the future; this paper looks to ensure we have the governance in place to accommodate such a change.
25. The schemes that are currently in operation are working well and having the desired impact on behavioural change. Utilities have fed back that when planning works on a lane rental street the works progress to an enhanced coordination and design team. There is greater awareness within promoters about cost of working on a Lane Rental Street, so they are doing more on how to mitigate the costs by working at different times / ways.

Comments checked by:
Rob Finlayson, Finance Business Partner
rob.finlayson@oxfordshire.gov.uk (Finance)

Legal Implications

26. The New Roads and Streets Works Act 1991 (NRSWA), as amended by the Traffic Management Act 2004 (TMA), contains provisions for highway authorities to operate Lane Rental Schemes that involve charging promoters for the time their works occupy the highway (Section 74A of NRSWA)
27. Operation of a LRS is subject to a successful application to the Department for Transport. To make a successful application the following criteria must be met:
 - Operation of a successful Permit Scheme
 - Permit fees are proportionate
 - Discounts are offered for joint working
 - Full compliance with the regulations can be shown
 - The scheme fully supports the delivery of national infrastructure projects
28. The LRS application must demonstrate that:
 - The Scheme is applied to the authority's own works

- Charges are used to provide incentives to work outside peak times
- Charges are waived for joint works
- Caps are put in place for major works to replace apparatus

29. Implementation of the LRS must include a process where:
- Promoters are notified (12 weeks) of the planned implementation date
 - The scheme is trialled for a period of time before going live
 - The scheme is reviewed annually to ensure impacts are being realised

Comments checked by:

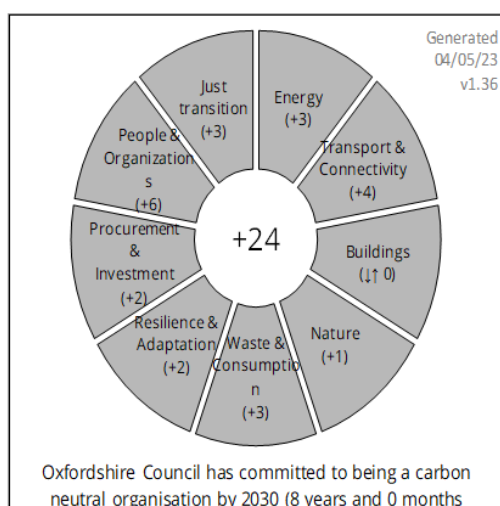
Jennifer Crouch, Principal Solicitor (Environmental)
jennifer.crouch@oxfordshire.gov.uk (Legal)

Staff Implications

30. Additional staff will be required to operate the LRS - approving applications for works and inspecting, monitoring and enforcing. Exact numbers of staff will be determined during the planning phase and will be fully funded by the scheme income.

Equality & Inclusion Implications and Sustainability Implications

31. A 'Climate Impact Assessment' and an 'Equalities Impact Assessment' has been completed and is attached at Annex 2 & 3.
32. The CIA indicates a net benefit of +24, based on the anticipated benefits of Lane Rental for Oxfordshire.



Risk Management

33. The key risks to the delivery of a successful project are:

- Establishing a scheme that is acceptable to the industry
- A successful bid to the DfT
- Establishing an effective Board to deal with surplus income from the scheme

34. Introducing a LRS provides for the following opportunities to the county:

- Enhanced network management
- Behavioural change in the industry to avoid peak times working on the busiest routes
- Network activity is compensated for by increased charges
- Work durations are shortened
- Encourages innovation in the industry
- Generates income for highway improvement works

Consultations

35. Introduction of a LRS for Oxfordshire is subject to industry specific consultation which will be undertaken as part of the implementation plan, the results of which will be reported to the Corporate Director for Environment and Place and the Cabinet Member.

Bill Cotton
Corporate Director for Environment and Place

Annex: 1. Scoping Document for the introduction of a LRS for Oxfordshire

2. EIA

3. CIA

Background papers: Nil

Contact Officer: Keith Stenning - Head of Network Management
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Scoping Document

Title: Potential Oxfordshire Lane Rental Scheme Scoping Document
Project: Lane Rental Scheme Development
Date: April 2022
To: Keith Stenning, Head of Network Management
Author(s): Jeff Elliott, Consultant

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Purpose of this Document

This scoping document describes the potential impact of a Highways Lane Rental Scheme in terms of the current business problem it will solve and the anticipated impact it will have when implemented.

This scoping document also provides an appropriate level of assurance that there is a solid and robust framework within which the project can be approved and delivered.

The document excludes technical and financial detail, particularly detailed calculations in the Cost Benefit Analysis, which will be provided in associated documentation during the scheme development phase.

However, key requirements, assumptions, conclusions and impacts are included.

Lane Rental Introduction

A Lane Rental Scheme introduces a mechanism of charging any works promoter carrying out works in the highway for the time (days) those works occupy the highway.

Charges are focused on the very busiest streets at the busiest times of day.

Charges apply to works promoted by both Utility companies, the Local Highway Authority and developers under Section 50 arrangements and Section 278 works on the local highway network.

By introducing a daily charge of up to £2,500 two key impacts are anticipated.

- Promoters of works will be incentivised to reduce the amount of works that take place at busy times on the busiest parts of the network to minimise the charges incurred. This means Promoters will be incentivised to work outside of Traffic Sensitive Times (often the morning and afternoon peaks), so charges are not incurred. These reduced busy period occupations of the highway, by working between busy times, out of hours, overnight or at the weekends, where appropriate, will reduce the disruption on the highway network and reduce the corresponding cost to society of this disruption.
- If Promoters do not change their behaviour and carry on working at busy times the Highway Authority will collect Lane Rental charges that are more aligned to the cost of the disruption caused. This Lane Rental charge revenue will be invested into improving works operations and delivery reducing their impact and/or reinvested into the highway network infrastructure, improving it and compensating society for the disruption caused by the original works.

The introduction of a Lane Rental scheme will deliver a level of change that will lie somewhere between these two scenarios delivering both behavioural change, reducing the cost of disruption to society and compensatory revenue that will be reinvested back into works operations and the highway network, improving its effectiveness.

Scope of the Current Problem

The base assumption is that there is an effective Permit Scheme in operation and that it has achieved its objectives around, co-ordination, consideration, traffic management and agreed working conditions, but durations are still too high and too many works are being undertaken during Traffic Sensitive times.

The operational Permit Scheme delivers co-ordination effectively however as there is no cost associated with the length or timing of the works so there is no financial incentive to change timings or reduce the numbers of days taken to complete the works.

Works are being permitted and co-ordinated effectively and this has resulted in the network being managed to the best of the Permit Team's ability with the tools available to them.

However, works durations and busy period occupations are considered to be too high and by introducing financial incentives, better working practices, improved scheduling, enhanced working techniques and greater use of technology, they can be reduced.

Calculations indicate that disruption on busy roads can cost society over £100,000 per day and circa £15,000 for just the busy morning or afternoon periods.

The average Utility Major Works durations are often 18 days.

Average duration of works by permit type.

Activity Type	Example Average Durations
Major	18
Standard	7
Minor	3
Immediate - Urgent	3
Immediate - Emergency	5

Scope of the Opportunity Lane Rental Presents

The central assumption of a Lane Rental Cost Benefit Analysis is that the introduction of the Lane Rental Scheme will potentially cause a 50% reduction in busy period occupations counted as durations on the most congested 5% of the network.

This is based on the trials in Kent and Transport for London (TfL) have indicated that durations are reduced by between 25% and 50% depending on the charges applied.

For maximum impact maximum charges of £2,500 per day need to be applied as the assumption is that reduced charges deliver less incentive and therefore less of the behavioural change sought and less of the subsequent societal benefit desired. This is borne out by the findings in Kent and TfL.

These Lane Rental charges are more aligned to the cost of disruption. If works carry on as before during busy periods this new revenue will be reinvested back into the highway network improving it and compensating society for the disruption caused by the works.

The financial incentive is designed to encourage works promoters to work faster, longer days or at different times, whenever possible, such as during the quieter periods of the day, evenings, weekends and during holidays periods.

Please note that actual calendar day durations can increase due to Lane Rental. For example, if works were undertaken for 8 hours per day and the works need 24 hours to complete this will take 3 calendar days.

By moving them to the quiet period between 10am and 4pm, for example, providing 6 hours per day, the works will take 4 calendar days to complete. However, the works will not impact the network during the busy periods (rush hour) greatly reducing the disruption cost to society providing a net benefit.

Also, Promoters may wish to carry on working during the busy periods but complete the works faster by applying more resources or different techniques. In the above example the 24 hours required to complete the works could be done in 2 days by working from 7am to 7pm.

Lane Rental Streets

Lane Rental streets are a subset of the existing Traffic Sensitive Streets list.

5% of the network (streets) is the DfT's assumed base line percentage the Lane Rental scheme can operate on.

Additional streets can be included with appropriate justification, however, the 5% is used for these initial assumptions. These are streets such as critical tourist routes or surrounding a critical junction. These streets may not be the busiest in terms of pure traffic flow but still require special attention and consideration due to their sensitivity.

5% of the network equates to 690 streets in Oxfordshire.

Incentivising Collaborative Working

In addition, the financial incentive is also expected to increase the opportunity for two or more Promoters to collaborate on their activities to reduce the overall occupation of the highway.

The DfT expects that collaborative works that are carried out concurrently by two or more works Promoters at the same location can apply to have charges reduced for the period of collaboration.

In such circumstances, where works are carried out at the same location by two or more Promoters concurrently, the daily charge rate will be split between the associated Promoters following confirmation and acceptance in writing by all parties.

In some instances, charges may be reduced for collaboration where the works originate from two distinctively different operational divisions of the same organisation.

Reducing Remedial Works

Works that are classed as remedial, as in they are being worked on for a second time to meeting reinstatement requirements, will always be charged at the maximum charge. This is designed to encourage works promoters to complete the works to the required standard during the initial works period.

The revenue generated by the Lane Rental charge can also be invested in the development and trials of new working techniques or technology that will benefit the works promoters supporting the drive to reduce durations.

Summary

In summary, a Lane Rental scheme encourages Promoters to:

- Carry out more works outside of peak times
- Make greater use of weekend and evening or overnight working where the local environmental impact was acceptable
- Extend the working day to shorten durations
- Improve planning, co-ordination and working methods
- Complete works to the required standard first time reducing the need for the works undertaker to return to the site to carry out remedial work

Functional Scope

The DfT states that 'The permit scheme will continue to play a crucial role alongside lane rental charges, not least because of the need to ensure that works taking place on the busiest streets and properly co-ordinated.'

The Permit Scheme will continue to deliver its functional role in the co-ordination and permitting of works in the street.

However, works that take place on Lane Rental streets will not be charged a Permit Fee but a Lane Rental charge instead.

This will mean that the cost of operating factors and staff time delivering Permit Scheme functions will not be covered by Permit Fees in these instances.

However, the cost of the staff time and overheads etc will be met from the new Lane Rental charges instead.

There will also be a slight increase in the number of works co-ordinated as Section 50 and Section 278 works (not Utility or Highway works but usually developer promoted) are included in the Lane Rental Scheme.

Scope of Highway Network Traffic Sensitive Streets

It is anticipated that, depending on the extent of changes and developments to the highway network, the list of Lane Rental streets will be reviewed every one (1) to three (3) years.

This is to ensure that the lists are always appropriate and take account of changes to the highway network such as a bypass changing a congested high street into a quiet shopping area.

The methodology used to initially identify the core 5% list of lane rental streets and the additional streets included with appropriate justification, will be repeated.

Scope of Charges

To calculate the charges, other than for immediate activities, the duration of the activities shall begin on the date specified in the actual start of works notice and end on the date specified in the works stop notice, the date activities ended.

For all types of immediate activities, the charges may apply on and from the second or third calendar day of occupation – taking the works start as stated within the relevant permit application and ending on the date stated on the relevant Section 74 works clear or works closed notice.

Section 74 overrun charges will apply in accordance with the Section 74 Regulations following the end of the agreed reasonable period, in addition to the Lane Rental charges.

Lane Rental charges will be applied to activities which obstruct the specified locations during the Lane Rental times.

It is anticipated that charges will **not** be payable in the following circumstances:

- Charges will not apply if the activities take place outside of the Traffic Sensitive Streets specified times
- Charges will be waived for the first 48 hours from the start of the activities beginning of genuine immediate activities
- Charges will be waived for activities undertaken on Sundays, Bank Holidays and Public Holidays, including Good Friday, Easter Sunday, Easter Monday, Christmas Day or Boxing Day
- Charges will be waived for activities which are confined to a verge with no impact on the carriageway, cycle track or footway at the specified location
- Charges will be waived for activities in the footway of a specified location, at a specified time, so long as the works do not involve breaking up the street or tunnelling or boring under it

- Charges will be waived for activities that are diversionary works as defined in the Oxfordshire Permit Scheme document; and
- Charges will be waived for activities required for replacing poles, lamp columns or signs

The Highway Authority retains the option to waive or reduce Lane Rental charges at its discretion.

Consideration will be given to reducing charges for major works that deliver significant highway infrastructure improvements, substantially extend/renew the longevity of an asset, or future proof a highway to protect it from being excavated again.

Scope of Discounts Available

The charges will not exceed the maximum charges as set by the DfT, which is £2,500 per day.

If an activity footprint spans more than one Band of charging at any time during the duration of the activities, then the higher Band daily rate of charge will apply.

Potential Lane Rental Charges and Discounts are below.

Considerable discussion will be needed to agree these charges internally and with stakeholders.

Potential Lane Rental Charge Bands	Lane Rental Charge Discount Applied	Full Day Charge	½ Day Charge
Band 1 (Single Carriageway or Road Closure)	0%	£2,500	£1,250
Band 2 (All Carriageway Remedial Works)	0%	£2,500	£1,250
Band 3 (Single Lane of Multi or Dual Carriageway)	20%	£2,000	£1,000
Band 4 (Cycle Track)	40%	£1,500	£750
Band 5 (Footway)	70%	£750	£500

Assumptions to be Used

The base assumption is behaviour changes resulting in 25% and 50% of works being exempt from charges. This means that either 25% of works will be moved to quieter times or undertaken faster or 50% of works will be moved to quieter times or undertaken faster.

To calculate this a reduction in the average duration of works by category will be used, in line with DfT guidance.

Anticipated Revenue Scope

Anticipated revenue is based on a percentage of the number of Traffic Sensitive Streets and the number of works that occur on them being subject to Lane Rental charges.

The top 5% of congested streets in Oxfordshire have an estimated 27% of overall works undertaken on them.

The annual number of works on Traffic Sensitive Streets is estimated to be circa 7,765 and these generate a Permit fee currently.

Following introduction of the Lane Rental Scheme potentially 6,235 will continue to generate a Permit fee.

5% of the total network equates to 27% of the TSS network. This 27% is carried across to the TSS works volumes giving the anticipated Lane Rental volumes.

This equates to potentially 1,530 works per year that would incur Lane Rental charges.

Number of USRNs (A)	13,793	
Number of Traffic Sensitive Streets (B)	2,533	
Current % of Network TSS	18%	
Lane Rental Target 5% of Network (C) = (A*5%)	690	
% of TSS that are Lane Rental (D) = (C/B)	27%	27%
Major Works	1,017	277
Standard Works	1,179	321
Minor Works	3,424	932
Immediate / Urgent Works	2,145	584
	Total	2,114

Average works durations are below, along with the corresponding assumed reduction in durations following the introduction of the Lane Rental scheme.

As the extent of behavioural change is not known, two levels of impact from introducing the Lane Rental scheme have been calculated based on the findings of the trial schemes in TFL and Kent.

Potential Behavioural Changes

- An increase in the overall duration of works on Lane Rental Streets due to reduced efficiency (shorter days etc).
- A decrease in the overall duration of Immediate works on Lane Rental Streets to avoid charge periods.
- A percentage of Immediate works being completed before charge periods apply
- A number of works being undertaken outside the Lane Rental Charge periods, such as out of hours (not charged).
- A number of works being undertaken in a way that triggers a waiver, such as the use of new technology.
- A number of works being undertaken in a way that triggers a discount, such as collaborative working.

Potential Revenue

Following the introduction of the Lane Rental scheme, the impact on durations equate to a total of 5,014 chargeable works days. At the daily charge rate of £2,500 indicate a potential revenue of circa £12.5m.

The anticipated behavioural changes that trigger waivers and discounts reduce the potential revenue to circa £3.4m.

Therefore, if promoters adopt different working arrangements/practices, then they can reduce their potential Lane Rental charges by circa £9m.

It is anticipated, based on the experience of trial schemes, that immediate / emergency works will be provided with a 2 day free of charge period so they can be completed without incurring a Lane Rental charge.

It can therefore be seen that the greater the behavioural change the less revenue is generated from charges.

This puts the Promoters in charge of how much they choose to change their behaviour so mitigate Lane Rental charges.

If Promoters choose not to change their behaviour, then all works that are undertaken on Lane Rental streets at Lane Rental times could incur a charge and the revenue will be at the higher end of the scale.

Operational Costs Scope

To ensure consistency of approach the cost of operations and staff time relative to the anticipated volume of works on Lane Rental streets has been identified using the same DfT methodology employed Permit Schemes.

Initial headline budgeted internal operational costs breakdown.

Ongoing Annual Operating Costs	
Start-up Cost Centre	Year 1 +
KPI Production / Evaluation	£80,000
Invoicing	£100,000
IT support	£50,000
Unauthorised / Abandoned works	£30,000
Management Overhead	£50,000
Staff Costs (Permit Scheme recharge + additional staff)	£600,000
Totals	£910,000

Risks Identified and Mitigation

The main risk to this initiative is that the level of anticipated behavioural change cannot be precisely defined. Therefore, the actual revenue and total associated management costs of operating the Lane Rental scheme cannot be precisely defined.

However, the risk is extremely low as works that are undertaken are either during Lane Rental times or not. Therefore, a Lane Rental Charge is applied or an existing Permit fees is applied.

With regard to revenue, the worst case scenario is that all works are moved to non-Lane Rental times and therefore no Lane Rental revenue is received. In this case the Permit Scheme will continue and all staff will be funded from Permit fees.

However, in this scenario there will be a substantial positive impact on the highway network with unprecedented reductions in disruption and a substantial net gain to society.

The more likely scenario, as seen in the trial schemes, is that there will be a range of behavioural change impacting between 25% and 50% of works. This will deliver substantial

new revenue that will be reinvested back into the highway network after covering all operational and management costs.

At implementation, the additional Lane Rental scheme resources will be integrated into the Permit Team.

The new Lane Rental Scheme will require additional staff to undertake a number of new and enhanced business processes including additional monitoring of works starts and stop days and times, additional checks on compliance with the working conditions agreed such as traffic management and location, additional processes supporting invoicing and debt management and reporting.

Further additional resources will be applied to enhanced co-ordination of the Councils own works to support charge mitigation efforts, reducing the occurrences when the works are undertaken at Lane Rental charge times.

All ongoing operational costs will be reviewed annually and aligned to the new Lane Rental revenue.

Own Works Charges Scope

Lane Rental charges will be applied to the Councils own works if they are undertaken on Lane Rental streets as Lane Rental times.

The total number of Utility, Council and Developer works potentially impacted by the scheme is anticipated to be circa 2,000 of various types and durations.

On average, 20% of the total volume of works are undertaken by the Councils.

Applying this percentage to the total anticipated revenue the cost of Lane Rental charges to the Council could be £600,000.

However, there are two mitigating factors.

- With the introduction of the Lane Rental scheme there is driver to better manage the Council's own works so that they planned and undertaken outside of the busiest times on Lane Rental streets. This is a positive improvement in works scheduling and will reduce disruption on the network.
- Secondly, the Lane Rental Scheme charges policy, to be developed with stakeholders, could state "Consideration will be given to reducing or waiving charges for major works that deliver significant highway infrastructure improvements, substantially extend/renew the longevity of an asset, or future proof a highway to protect it from being excavated again."

A considerable amount of Council works fit these criteria so would not be subject to Lane Rental charges.

Surplus Revenue Scope

Lane Rental scheme operating and evaluation costs can be deducted from the Lane Rental revenue.

Surplus revenues, after deducting running costs, can only be used for projects intended to reduce disruption on the network or other adverse effects arising as a result of street works and examples are given in the DfT guidance.

Surplus funds can be used for either capital or revenue projects.

The application for a Lane Rental scheme made to the Secretary of State will detail the governance arrangements that will be put in place for dealing with surplus revenues.

Scope of the Net Gain to the Authority

Lane Rental charges will apply to Council works and potentially £600,000 per year.

These charges will reduce the amount of available funds from existing budgets to spend on highway maintenance and capital projects.

However, revenue is anticipated to be in the region of £3.4m to £12.5m which will be reinvested in the highway network after the deduction of operating costs.

Operating costs are anticipated to be circa 25% of revenue. Split between internal operating costs and the costs of operating the Surplus Revenue Group, monitoring and managing the surplus revenue spend.

After operating costs, the net gain in funds spent on the highway network is anticipated to be in the region of £2.5m to £10m per year based on the core assumptions used in the financial model.

This is potentially an extremely positive outcome and a considerable level of compensation returned to society for the disruption these essential works cause.

Surplus Revenue Distribution Scope

The Regulations require that the surplus Lane Rental revenues, after deduction of running costs and costs of carrying out scheme evaluation, are applied by the Local Authority for purposes intended to reduce the disruption or other adverse effects arising as a result of road and street works.

The legislation sets a number of important boundaries within which all schemes will have to operate, including the purposes for which the Highway Authority may use the surplus Lane Rental revenues generated from a Lane Rental scheme.

Surplus Lane Rental revenues can be used for either capital or revenue projects.

Capital expenditure is a one-time investment of money and generates future economic benefits and includes land, buildings and equipment, which will be of use or benefit in providing services for more than one financial year

Revenue expenditure frequently generates benefit for the current year only.

Local Authorities are expected to establish joint working arrangements under which both the Highway Authority and works promoters are actively involved in deciding how net surplus Lane Rental revenues are applied, and demonstrate the governance arrangements put in place to ensure compliance with the legislation.

To ensure transparency, the Regulations require Local Authorities to keep and publish accounts of the revenues generated and how they have been spent.

The Secretary of State expects Local Authorities to apply the same principles to any net surplus Lane Rental revenues generated in respect of their own highway works, consistent with the "parity" principle set out in the Network Management Duty Guidance.

There are a number of issues to address and opportunities to realise when considering the management, monitoring and distribution of surplus Lane Rental revenues.

- The Secretary of State expects Local Authorities to apply the "parity" principle set out in the Network Management Duty Guidance
- The management of the revenues from the Lane Rental scheme must be separate from other Council revenue
- The trial scheme in London has a group made up of representatives from TfL and Utility companies who approve bids for funding and oversee delivery of the projects

and the DfT believe this is an effective way to govern the management of the fund and would like to see it used in other areas

- The trial scheme in Kent employs a Board of Governors comprising a Chair, Treasurer (who is a Kent County Council employee) admin support and service representatives from each of the utility areas of water, gas, electricity and communications and Kent County Council Highways
- Utility stakeholders have stated that they are seeking improved governance of surplus revenues generally and robust scrutiny of the decision making process and subsequent impact assessments of funded projects as Lane Rental is adopted more widely
- Any organisation can apply for funding for their idea or project and the process needs to be open, easily assessable, supportive and transparent
- The funding body must be seen as independent and representative of both the Highway Authority and all other works Promoters
- The process of Lane Rental surplus revenue funding distribution is potentially very complex and time consuming
- There are limited staff within the Highway Authority to manage funding applications and the subsequent project monitoring and impact assessments
- A specific set of skills is required to assess applications for funding and prepare or analyse cost benefit analysis
- A specific set of skills is required to assess projects whilst there are underway, which is a requirement
- A specific set of skills is required to assess projects after completion and the impact they have had compared to the objectives, which is a requirement
- There is an opportunity to seek additional or match funding above the Lane Rental surplus revenue depending on the type of project and legal status of the organisation managing the funds
- As Lane Rental schemes grow within regions there are opportunities to increase efficiencies from the management of the surplus revenues from multiple schemes, depending on the legal status of the organisation
- There are opportunities to work across Local Authority borders for regional benefit.
- When projects cross local boundaries the benefits seen in each geographical area must be proportional to the surplus Lane Rental revenue generated in that area

Following consideration of these issues and opportunities, discussions will be held about the most appropriate mechanism to deliver this.

Surplus revenues will be applied towards initiatives that are associated with, and aligned to the objectives of the Council, within the areas shown below.

- Investments in innovation and developing new disruption saving products, services or techniques
- Trials of new disruption saving products, services or techniques
- Transportation
- Installing infrastructure to enable apparatus to be accessed without disruption
- Measures to improve systems and records
- Measures to improve noise, pollution or safety relating to activities

- Measures to mitigate congestion and disruption caused by activities, particularly major projects
- Enabling infrastructure
- Industry practices and research and development

Scope of the Societal Benefit

The development of a detailed Cost Benefit Analysis (CBA) is a requirement as part of the application to the Secretary of State for a Lane Rental Scheme Local Order.

The analysis will assess the impact of Lane Rental charges over the full range of required social and economic variables that have been specifically agreed in consultation with the UK Department for Transport (DfT).

Oxfordshire County Council will incur the capital and operating expenditure with the capital cost for the first year only.

Revenue is derived from the Lane Rental charges to works promoters.

The CBA will determine the following potential key impacts of the Oxfordshire Lane Rental Scheme:

- The total number of works potentially impacted by the scheme of various length and duration
- The annual delay cost for Road works undertaken in Oxfordshire including a 20% uplift in time reliability costs for urban roads
- The number of days saved with a 25% reduction in durations

Over a 25 year assessment, as required by the DfT, and assuming a minimum 25% reduction in durations the societal financial benefit will be identified along with costs over 25 years.

A breakdown of benefits consistent with WebTAG will be prepared. Benefits Summary Values and Percentage 25% reduction in work durations over 25 Years.

Impact Sensitivity Scope

A series of sensitivity tests will be performed on a 25-year appraisal of societal impacts to further understand the economic impact of the Lane Rental Scheme at different levels of behavioural change.

The Highway Authority central case assumption a behavioural change driven by the charges that will create a 25% reduction in work durations.

This base assumption will produce a Benefit Cost Ratio.

In addition, a series of sensitivity tests have been performed on the 25-year appraisal of societal impacts to further understand the level of behavioural change required to achieve various Benefit Cost Ratios.

Scope of Annual Assessment and Review

The Government's expectation is that a robust evaluation plan will be built into any proposed Lane Rental scheme that is submitted for Secretary of State approval.

The Evaluation Report will inform central government's overall assessment of the effectiveness of Lane Rental schemes nationally.

The Lane Rental Scheme will be evaluated on an annual basis. The first evaluation report will cover a full year from the commencement date specified in the Statutory Instrument / Lane Rental Scheme Order.

Part of the assessment will be a review of the Lane Rental streets lists.

In the interests of parity and transparency, representatives of both the Council and Promoters will be actively involved in monitoring and the evaluation process.

The Regulations permit a portion of Lane Rental revenues to be applied for the purposes of Lane Rental scheme evaluation.

The evaluation plan includes provision for independent evaluation of the Lane Rental scheme performance, including an assessment of the overall balance between costs and benefits arising.

The Evaluation Plan is based on the principle that the original Cost Benefit Analysis is repeated using actual data produced over the initial and following years of operation.

Actual impacts and benefits are therefore calculated in a manner consistent with the original assumptions.

The principal success criteria is delivery of the benefits arising from the Lane Rental scheme, which are initially defined as:

- Reductions in disruption and congestion delay for road users where activities are carried out in a less disruptive way, benefiting both business users and private individuals
- Improved journey time reliability for road users where activities are carried out in a less disruptive way, benefiting both business users and private individuals
- Revenue generated by the Lane Rental scheme. The regulations require the revenue generated from Lane Rental to be applied to measures that will help to reduce the disruption caused by future activities. Such measures would be expected to deliver further benefits to Promoters, activities undertakers and road users
- Environmental benefits. By reducing the congestion arising at activity sites, the Lane Rental scheme has the potential to reduce road transport-related emissions – particularly local air quality pollution that is exacerbated by stationary or slow, stop-start traffic

Legal scope

The New Roads & Street Works Act 1991 (NRSWA), as amended by the Transport Act 2000 and the Traffic Management Act 2004 (TMA), contains provision for highway authorities to operate Lane Rental schemes that involve charging Promoters for the time their works occupy the highway network.

The regulations are the Street Works (Charges for Occupation of the Highway) (England) Regulations 2012 ("the Regulations") made under Section 74A of NRSWA.

NRSWA provides the legal basis for Lane Rental charges to be applied to street works. It does not require Lane Rental schemes to impose charges in relation to highway works.

However, the Network Management Duty does not distinguish between different causes of disruption.

The statutory guidance establishes a clear principle of "parity". Applying Lane Rental charges to highway works on the same terms as to street works will maximise the overall benefits, as well as promoting fairness by ensuring parity of treatment.

The proposal to operate a Lane Rental Scheme must be made to the Secretary of State.

Approval will be given on condition that a Permit Scheme is in operation and is seen as 'best in class', where.

- Permit fees are proportionate
- Discounts are offered for joint working
- Full compliance with regulations and guidance can be shown
- The scheme fully supports the delivery of national infrastructure projects

The Secretary of State application for the Lane Rental Scheme must demonstrate that.

- The scheme is applied to the Authorities own works
- Charges are used to provide incentives to work outside of peak times
- Charges are waived for joint works
- Caps were put in place for major works to replace apparatus

Implementation of the Lane Rental Scheme must include a process where.

- Promoters are notified (12 weeks) of the planned implementation date
- The scheme is trialled for a period of time before 'going live'
- The scheme is reviewed annually to ensure impacts are being realised

Data scope

Prior to identifying appropriate Lane Rental Streets and preparing a CBA a review of the Traffic Sensitive Streets network may be required along with the necessary consultation and Gazetteer updates.

Baseline data on the performance of the Lane Rental scheme will be collected within the Permit Scheme data collection processes.

Addition evaluation and reporting is required for the Lane Rental scheme and this is predominantly focused on how the revenue from charges is allocated, spent and monitored.

Technical scope

IT systems have been changing recently with the Governments introduction of the Street Manager system that provides a system for managing and co-ordinating streets works along with issuing Permits.

Discussions are ongoing as to the extent of how Lane Rental will impact systems.

There are also business process changes within the Highway Authority that will be made to accommodate the new charges and increased level of monitoring required to ensure revenue is realised.

The Lane Rental Scheme will operate alongside the existing Permit Scheme to ensure that works taking place on the busiest streets are properly co-ordinated.

There are business process changes within the Highway Authority that will be made to accommodate the new charges and increased level of monitoring required to ensure all charges are applied and revenue is realised.

Environmental scope

An underlying principle of a Lane Rental Scheme is incentivising the Promoter of works to undertake their essential works at less disruptive times.

This is focused on, where possible and if economically viable, working outside Traffic Sensitive times. This may be working between the rush hours or during evenings, weekend and even overnight.

However, if works are moved to times outside the normal working day, such as overnight, there must be consideration of the impact this will have on people who live in the vicinity of the works.

To ensure this consideration is given appropriately, professional(s) from the local authority environmental health (EH) departments are engaged in the design of Lane Rental Proposals.

In the Lane Rental Guidance January 2012, Section 3.18 states; In determining when charges should apply, authorities will need to consider carefully the role of local authority environmental health (EH) departments. EH departments have powers under the Control of Pollution Act 1974 (CoPA) to control the noise from construction works. Relevant guidance is provided in British Standard 5228:2009. In residential areas, EH departments may restrict works that cause substantial noise or vibration from being carried overnight.

Also, Section 3.21 states; Seeking prior consent from the local EH department under section 61 of CoPA would provide certainty over such matters as the permissible hours of working, the methods of working and any noise or vibration limits to be met. EH departments must not impose unnecessary constraints, and there are mechanisms in place in CoPA to challenge the approach of an EH department should the constraints imposed seem unnecessarily restrictive.

The Utility Promoters have stated that there can be a conflict between the team within the local authority co-ordinating works and the local authority environmental health departments. For example, it is agreed that the works should take place overnight to minimise disruption on the highway, but this causes complaints from residents and intervention by the environmental health department putting the Promoter in the middle of competing interests.

Therefore, the key requirements for the Lane Rental scheme in this regard are:

- The local authority environmental health department is integral to the development of the Lane Rental scheme.
- The local authority co-ordination team are aware of the requirements placed on works delivery teams when operating outside normal hours.
- Where possible, the EH requirements for Lane Rental streets defined by the environmental health department.
- The EH requirements are agreed by all and documented so they are easily accessible by those in need of this information.
- The works promoters are aware of the EH requirements on Lane Rental streets before making decisions to work outside normal working hours.

Geographical scope

The Lane Rental Scheme will only apply to streets the Council is responsible for.

Organisational scope

A number of existing roles within the Permit Team will be funded from the Lane Rental charges.

This has been initially identified as 3 Street Works Officers, 4 Street Works Co-ordinators and 1 Supervisor role.

It is anticipated that additional monitoring and governance staff will be required, however, the number of staff in these roles will be determined when the Lane Rental scheme is operational and actual transactional volumes and demands are better understood.

These roles will be directly funded as an operational cost from the new Lane Rental charges.

The management of the Lane Rental surplus revenue will be undertaken by a new Lane Rental Surplus Funds Group.

This group will be funded for the surplus revenue and the number and costs staff has not been decided as it is for the group to make this decision when formed. However, it is expected that there will initially be circa 5 support staff and a group of 9 decision makers drawn from across the Council and key stakeholders with an independent chairperson.

The Lane Rental Surplus Funds Group is also expected to employ contractors and consultants to assist with technical elements such as project designs and analysis.

Development Time Scale and Consultation Scope

Lane Rental Scheme developments are underway by the authors of the scoping document and the time scale for development of a scheme, along with approval and consultations etc, is normally 16 months.

A full formal consultation with stakeholders on the draft scheme is required and takes 3 months.

This formal consultation must include a draft scheme document detailing how the Lane Rental Scheme will operate and a range of specific documents including.

- A covering letter
- Proposed Scheme doc
- Cost Benefit Analysis
- Cost Benefit Analysis Summary
- Proposed Charging and Discount Regime
- Lane Rental Scheme Evaluation Plan
- List of proposed Lane Rental streets
- Maps of proposed Lane Rental Streets

The application to the Secretary of State for a Lane Rental Scheme is usually 3 months.

END OF DOCUMENT



Oxfordshire County Council

Equalities Impact Assessment

Lane Rental Scheme for Oxfordshire

April 2023

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Section 1: Summary details

Directorate and Service Area	Environment and Place – Highway Maintenance and Operations – Network Management
What is being assessed (e.g. name of policy, procedure, project, service or proposed service change).	Lane Rental Scheme for Oxfordshire
Is this a new or existing function or policy?	New
Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment).	<p>Lane Rental identifies which of our roads will be subject to additional charges to undertake road and street works. It imposes additional charges on those wanting to work on this part of the network at peak times. Impacts include reduced congestion at key times, promotes innovation in the industry, provides for surplus revenue which can be reinvested back into the network and compliments, as the next evolution of network management, the key priorities of the County Council.</p> <p>The proposal does not discriminate or unfairly disadvantage individuals or groups within the community.</p>
Completed By	Keith Stenning – Head of Network Management
Authorised By	
Date of Assessment	

Section 2: Detail of proposal

<p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>Having established and successful Permit Scheme in Oxfordshire for the management and control of works on the highway network, an opportunity exists to create a Lane Rental Scheme for Oxfordshire which will designate our busiest road as Lane Rental, which requires greater financial charges on those wishing to work on the network.</p>
<p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>Introduce Lane Rental to Oxfordshire. This will allow greater control of works on key routes, at key times, for network management, reduce congestion, improve bus journey times, free up the network of disruptive works and where they do take place, create surplus income which can be reinvested into the highway network to make improvements.</p>
<p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that</p>	<p>A scoping document has been provided which outlines the benefits of the scheme. Scheme documents are being prepared for submission to the Department for Transport following a consultation process. Evidence is based on trial schemes undertaken in London and Kent, and the experiences of other local authorities in the South East that have Lane Rental Schemes.</p>

<p>supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p>	
<p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p>	<p>This is the next evolution of the existing Permit Scheme for Oxfordshire. The County is not required to implement a scheme but the benefits, detailed in the scoping report, are considerable. The do nothing option has been rejected as it does not meet the ambitions of the County Council.</p>

Section 3: Impact Assessment - Protected Characteristics

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Marriage & Civil Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			

Section 3: Impact Assessment - Additional Community Impacts

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
Rural communities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improved network management. Improved bus journey times.		Network Management	Through the live of Lane Rental.
Armed Forces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Areas of deprivation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			

Section 3: Impact Assessment - Additional Wider Impacts

Additional Wider Impacts	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (* Job Title, Organisation)	Timescale and monitoring arrangements
Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A			
Other Council Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lane Rental surpluses can be bid for to enhance services and highway improvements.		Network Management via the bidding process.	Through the life of Lane Rental.
Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impact is the balance between the charges, bidding and innovation in the industry.		Network Management and the Industry.	Through the life of Lane Rental.
Social Value ¹	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Lane Rental refunds society for the detrimental impacts of road and street works.		Network Management and the Industry.	Through the life of Lane Rental.

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

Section 4: Review

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

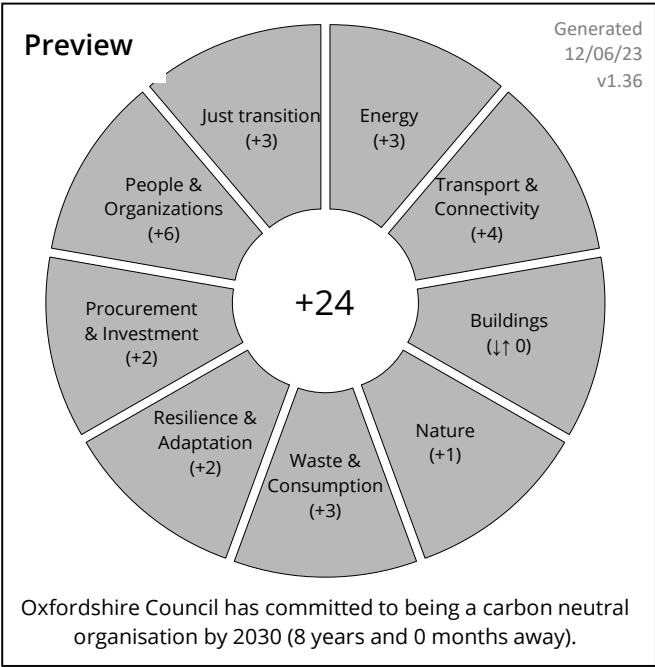
Review Date	Annual review as part of the Department for Transport requirements for Lane Rental Schemes.
Person Responsible for Review	Keith Stenning – Head of Network Management
Authorised By	

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Climate Impact Assessment

Summary

Directorate and Service Area	Environment and Place - Highways Maintenance and Operations - Network Management
What is being assessed	Introduction of a Lane Rental Scheme for Oxfordshire
Is this a new or existing function or policy?	New function
Summary of assessment	Lane Rental identifies which of our roads will be subject to additional charges to undertake road and street works. It imposes additional charges on those wanting to work on this part of the network at peak times. Impacts include reduced congestion at key times, promotes innovation in the industry, provides for surplus revenue which can be reinvested back into the network and compliments, as the next evolution of network management, the key priorities of the County Council.
Completed by	Keith Stenning - Head of Network Management
Climate action sign off by	
Director sign off by	
Assessment date	



Detail of proposal

Context / Background	Having established and successful Permit Scheme in Oxfordshire for the management and control of works on the highway network, an opportunity exists to create a Lane Rental Scheme for Oxfordshire which will designate our busiest road as Lane Rental, which requires greater financial charges on those wishing to work on the network.
Proposal	Introduce Lane Rental to Oxfordshire. This will allow greater control of works on key routes, at key times, for network management, reduce congestion, improve bus journey times, free up the network of disruptive works and where they do take place, create surplus income which can be reinvested into the highway network to make improvements.
Evidence / Intelligence	A scoping document has been provided which outlines the benefits of the scheme. Scheme documents are being prepared for submission to the Department for Transport following a consultation process. Evidence is based on trial schemes undertaken in London and Kent, and the experiences of other local authorities in the South East that have Lane Rental Schemes.

Alternatives considered / rejected	<p>This is the next evolution of the existing Permit Scheme for Oxfordshire. The County is not required to implement a scheme but the benefits, detailed in the scoping report, are considerable. The do nothing option has been rejected as it does not meet the ambitions of the County Council.</p>
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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	1	The scheme will promote innovation in the industry including new techniques to undertake road and street works.		Network Managem ent and Industry	Through the life of Lane Rental
Energy	Promotes a switch to low-carbon or renewable energy	1	The scheme will promote innovation in the industry including new techniques to undertake road and street works. The scheme will support infrastruture investment in different forms of energy use.		Network Managem ent and Industry	Through the life of Lane Rental
Energy	Promotes resilient, local, smart energy systems	1	The scheme will promote innovation in the industry including new techniques to undertake road and street works. The scheme will support infrastruture investment in different forms of energy use.		Network Managem ent and Industry	Through the life of Lane Rental
Transport & Connectivity	Reduces need to travel and/or the need for private car ownership	1	Although the scheme will not in itself promote the reduction in private use of motor vehicles. However it is likely to change behaviours, e.g. switch to Park & Ride or car share.			
Transport & Connectivity	Supports active travel	1	The scheme will support the provision of infrastruture for active travel and financially support new schemes and improvements via the use of surplus income arising from the scheme.		Network Managem ent	Through the life of Lane Rental
Transport & Connectivity	Increases use of public transport	2	The scheme will reduce the impact of road and street works on the bus network, improving bus journey times and relaibility.		Network Managem ent	Through the life of Lane Rental
Transport & Connectivity	Accelerates electrification of transport	1	Funding can be made available to support electrification via successful bids for funding.		Network Managem ent	Through the life of Lane Rental
Buildings	Promotes net zero new builds and developments	N/A	N/A			
Buildings	Accelerates retrofitting of existing buildings	N/A	N/A			
Nature	Protects, restores or enhances biodiversity, landscape and ecosystems	-1	In the works phase, highways works can be considered detrimental to the enviroment. Improving techniques via innovation will mitigate this.	Supporting innovation (via funding) will support the mitigation of negative effects.	Network Managem ent and the Industry	Through the life of Lane Rental

Nature	Develops blue and green infrastructure		Funding, subject to successful bids, 1 can be made available to support new infrastructure.	Network Management and the Industry Network Management and the Industry	Through the life of Lane Rental
Nature	Improves access to nature and green spaces		Reducing delays and congestion on 1 the network will enhance access to nature and green spaces.	Network Management and the Industry	Through the life of Lane Rental
Waste & Consumption	Reduces overall consumption		Innovations in the industry may see a 1 fall in consumption for works as new techniques take hold.	Network Management and the Industry Network Management and the Industry	Through the life of Lane Rental
Waste & Consumption	Supports waste prevention and drive reuse and recycling		1 Behavioural changes and innovation will drive change in the industry.	Network Management and the Industry	Through the life of Lane Rental
Resilience & Adaptation	Increases resilience to flooding	N/A	None anticipated.		
Resilience & Adaptation	Increases resilience to other extreme weather events (e.g., storms, cold snaps, heatwaves, droughts)	N/A	None anticipated.		
Resilience & Adaptation	Increases resilience of council services, communities, energy systems, transport infrastructure and/or supply chains		2 Increased resource will help manage the service better. Transport infrastructure will be more resilient and less congested. Supply chain innovations will see a benefit.	Network Management and the Industry.	Through the life of Lane Rental
Procurement & Investment	Procurement practices prioritise low-carbon options, circular economy and sustainability	N/A	No direct benefits		
Procurement & Investment	Investment being considered supports climate action/ is consistent with path to net zero		1 Surplus funds can, subject to successful bids, be directed to climate action and net zero.	Network Management and the Industry	Through the life of Lane Rental
People & Organizations	Drives behavioural change to address the climate and ecological emergency		2 The DfT drive, via Lane Rental, to support improvements is central to the scheme.	Network Management and the Industry Network Management and the Industry	Through the life of Lane Rental
People & Organizations	Drives organizational and systemic change to address the climate and ecological emergency		2 The DfT drive, via Lane Rental, to support improvements is central to the scheme.	Network Management and the Industry	Through the life of Lane Rental
Just transition	Promotes green innovation and job creation		1 Lane Rental is a 'new' industry will create job opportunities in the industry and local government.	Network Management and the Industry	Through the life of Lane Rental

Just transition	Promotes health and wellbeing	Reducing congestion and improving 1 public transport journey times promotes health and well being.	Network Managem ent and Industry	Through the life of Lane Rental
Just transition	Reduces poverty and inequality	Access to a flowing road network and 1 improved public transport provides for enhanced opportunity for all.	Network Managem ent and Industry	Through the life of Lane Rental

Division(s): N/A

CABINET – 20 June 2023**FORWARD PLAN AND FUTURE BUSINESS**

Items identified from the Forward Plan for Forthcoming Decision

CABINET MEETINGS***18 JULY 2023******KEY DECISIONS***

Topic/Decision	Portfolio/Ref
<ul style="list-style-type: none"> ▪ Capital Programme Monitoring Report - May 2023 Financial Report on capital spending against budget allocations, including any necessary capital programme approvals. 	Cabinet, 2023/002 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ HIF2 A40 Programme Revised Strategy Approve revised scheme for A40 Programme. 	Cabinet, 2023/001 - Cabinet Member for Travel & Development Strategy
<ul style="list-style-type: none"> ▪ Housing & Growth Deal (Homes for Infrastructure) Proposed Changes To keep a balanced programme (funding and spend deadlines against programme deliverables). 	Cabinet, 2023/137 - Cabinet Member for Highway Management

NON-KEY DECISIONS

<ul style="list-style-type: none"> ▪ Business Management & Monitoring Report - April/May 2023 To note and seek agreement of the report. 	Cabinet, 2023/031 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ Climate Action Programme Update To seek approval of the Climate Action Programme 2023-24 annual delivery plan and the Carbon Management Plan through to 2030. 	Cabinet, 2023/122 - Cabinet Member for Climate Change Delivery & Environment
<ul style="list-style-type: none"> ▪ Delegated Powers Report for April to June 2023 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, 2023/032 - Leader

<ul style="list-style-type: none"> ▪ Future Oxfordshire Partnership: changes to Terms of Reference and Memorandum of Understanding Cabinet will be asked to approve any changes agreed at the meeting of FOP on 13 June 2023. 	Cabinet, 2023/123 - Leader
<ul style="list-style-type: none"> ▪ Treasury Management Annual Performance Report 2022/23 Cabinet is asked to note the report and recommend Council to note the Council's treasury management activity in 2021/22. 	Cabinet, 2023/033 - Cabinet Member for Finance

CABINET MEMBER MEETINGS

CABINET MEMBER: HIGHWAY MANAGEMENT - CLLR ANDREW GANT

20 JULY 2023

NON-KEY DECISIONS

<ul style="list-style-type: none"> ▪ Ascott-under-Wychwood - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/102
<ul style="list-style-type: none"> ▪ Ashbury - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/095
<ul style="list-style-type: none"> ▪ Banbury Local Cycling and Walking Infrastructure Plan (LCWIP) To seek approval of the LCWIP policy for the Banbury (and neighbouring areas). 	Delegated Decisions by Cabinet Member for Highway Management, 2023/119
<ul style="list-style-type: none"> ▪ Chilson - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/103
<ul style="list-style-type: none"> ▪ Chipping Norton - Proposed 20 mph Speed Limits and associated speed limit buffers 	Delegated Decisions by Cabinet Member

To determine what speed limit changes should be made following consideration of public consultation responses.	for Highway Management, 2023/075
<ul style="list-style-type: none"> ▪ Churchill & Sarsden - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/074
<ul style="list-style-type: none"> ▪ Cropredy - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/083
<ul style="list-style-type: none"> ▪ Crowmarsh Gifford - Proposed 20 mph Speed Limits and associated speed limit buffers To determine the implementation of new speed limits following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/117
<ul style="list-style-type: none"> ▪ Drayton (Abingdon) - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/089
<ul style="list-style-type: none"> ▪ East Hagbourne Residential development off Main Street - proposed 20mph speed limit To consider any objections arising from the formal Statutory consultation. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/115
<ul style="list-style-type: none"> ▪ Enstone: Proposed 20 mph Speed Limits and associated speed limit buffers Part of the 20 Mph Speed Limit project to promote 20 limits across the county where the community seek them. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/133
<ul style="list-style-type: none"> ▪ Great Coxwell - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/096
<ul style="list-style-type: none"> ▪ Great Rollright - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway

	Management, 2023/073
<ul style="list-style-type: none"> ▪ Launton - Bicester Road - proposed cycle safety measures at rail bridge A decision is sought on proposed cycle infrastructure. 	Delegated Decisions by Cabinet Member for Highway Management, 2022/191
<ul style="list-style-type: none"> ▪ Littleworth - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/097
<ul style="list-style-type: none"> ▪ Longcot - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/098
<ul style="list-style-type: none"> ▪ Lyneham - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/072
<ul style="list-style-type: none"> ▪ Oxford: George Street - proposed amendment to loading bay restrictions Approval of an amendment to the Traffic Regulation Order to address current difficulties in enforcing parking within the loading bays. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/136
<ul style="list-style-type: none"> ▪ Shellingford - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/099
<ul style="list-style-type: none"> ▪ Spelsbury - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/071
<ul style="list-style-type: none"> ▪ Wallingford - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway

	Management, 2023/094
<ul style="list-style-type: none"> ▪ Watchfield - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/100
<ul style="list-style-type: none"> ▪ Woolstone - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/101
<ul style="list-style-type: none"> ▪ Wroxton & Balscote - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/088
<ul style="list-style-type: none"> ▪ Wardington - Proposed 20 mph Speed Limits and associated speed limit buffers To determine what speed limit changes should be made following consideration of public consultation responses. 	Delegated Decisions by Cabinet Member for Highway Management, 2023/087

***CABINET MEMBER: TRAVEL & DEVELOPMENT STRATEGY - CLLR
DUNCAN ENRIGHT***

20 JULY 2023

KEY DECISIONS - NIL

NON-KEY DECISIONS

**Delegated Decisions by Cabinet Member for Travel & Development
Strategy, 20 July 2023**

<ul style="list-style-type: none"> ▪ Transport Hub Strategy The Local Transport & Connectivity Plan transport hub policy (policy 23) outlined the proposal to develop a network of transport hubs across the county. Following adoption of the LTCP, the Transport Hub Strategy has been developed to build on the high-level considerations in the policy and provide more detail about how we plan to develop transport hubs across Oxfordshire. 	Delegated Decisions by Cabinet Member for Travel & Development Strategy, 2023/078
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**CABINET MEMBER: PUBLIC HEALTH & INEQUALITIES - CLLR
MICHAEL O'CONNOR**

4 JULY 2023

KEY DECISIONS

<p>▪ Commissioning on Integrated Healthy Child and Young Person Public Health Services</p> <p>The Cabinet Member is requested to approve incurring of expenditure for the Public Health service for children and young people aged 0-19, through health visiting (HV), school health nursing (SHN) and skill mix workforce.</p>	<p>Delegated Decisions by Cabinet Member for Public Health & Inequalities, 2023/143</p>
<p>▪ Procurement of Housing Single Point of Contact Service</p> <p>To seek approval to procure a contract to provide support to residents related to health, housing, and energy efficiency matters. Value of £130,000 per year for two years.</p>	<p>Delegated Decisions by Cabinet Member for Public Health & Inequalities, 2023/142</p>