

Public Document Pack

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 16 October 2012 at 2.00 pm

County Hall, Oxford, OX1 1ND



Joanna Simons
Chief Executive

October 2012

Contact Officer:

Sue Whitehead

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Councillors

Membership

Ian Hudspeth	- <i>Leader of the Council</i>
Rodney Rose	- <i>Deputy Leader of the Council</i>
Arash Fatemian	- <i>Cabinet Member for Adult Services</i>
Nick Carter	- <i>Cabinet Member for Business & Communications</i>
Louise Chapman	- <i>Cabinet Member for Children & the Voluntary Sector</i>
Melinda Tilley	- <i>Cabinet Member for Education</i>
C.H. Shouler	- <i>Cabinet Member for Finance</i>
Hilary Hibbert-Biles	- <i>Cabinet Member for Growth & Infrastructure</i>
Mrs J. Heathcoat	- <i>Cabinet Member for Safer & Stronger Communities</i>
Kieron Mallon	- <i>Cabinet Member for Police & Policies</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 24 October 2012 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: 27 November 2012

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *"You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself"* or *"You must not place yourself in situations where your honesty and integrity may be questioned....."*

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *"any employment, office, trade, profession or vocation carried on for profit or gain"*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members' conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or Rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.

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

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 6)

To approve the minutes of the meeting held on 17 July 2012 (**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

6. Oxford University Hospitals Trust Application to become a Foundation Trust (Pages 7 - 16)

Cabinet Member: Adult Services

Forward Plan Ref: 2012/102

Contact: John Jackson, Director for Social & Community Services Tel: (01865)323574

Report by Director for Social & Community Services and Director of Public Health (**CA6**).

Oxford University Hospitals NHS Trust (OUHT) was formed in November 2011 from the

Nuffield Orthopaedic Centre and the Oxford Radcliffe Hospitals NHS Trust.

OUHT is currently applying to become a Foundation Trust. Foundation Trusts differ from other NHS Trusts in that they have a membership drawn from communities served by the Trust and the staff that work for it. The membership elects a Council of Governors which is involved by the Trust's Board of Directors in setting the future direction for the Trust. Foundation Trusts have the freedom to respond to local needs, and through their public and staff membership they are able to reflect the concerns and wishes of their local population. The government has said that all NHS Trusts must become Foundation Trusts by 2014.

The purpose of this report is to set out the possible issues relevant to the application so that the Cabinet can express a view to both the Board of OUHT and also the Strategic Health Authority. This paper reflects discussions with both the Oxfordshire Clinical Commissioning Group and the OUHT.

Also included for information is a summary of the comments of the Joint Health Overview & Scrutiny Committee who considered the matter at their meeting on 27 September 2012 and will be submitting a response.

The Cabinet is RECOMMENDED to support the application of Oxford University Hospitals Trust to become a Foundation Trust on the basis that it is committed to the following principles:

- (a) Commitment to the highest standards of medical and nursing services for both secondary and tertiary care. This includes ensuring that frail older people are treated with dignity and respect in accordance with the standards set by the Commission on Dignity in Care for Older People.***
- (b) Continued and strengthened commitment to working in partnership with the rest of the NHS, local government and other partners to deliver the most effective and efficient ways of meeting the care needs of the people of Oxfordshire.***
- (c) Actively supporting the move to providing more care within the community rather than in a hospital setting as part of a broader commitment to the local delivery of services.***
- (d) Actively supporting developments which prevent people from needing care or limiting the extent to which they might need care.***
- (e) Commitment to the continued existence of the Horton hospital providing district general hospital services to the people of north Oxfordshire.***

7. 2012/13 Financial Monitoring & Business Strategy Delivery Report - August 2012 (Pages 17 - 70)

Cabinet Member: Finance

Forward Plan Ref: 2012/077

Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

Report by Assistant Chief Executive & Chief Finance Officer (CA7).

This report focuses on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2012/13 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of August 2012. The Capital monitoring is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) note the updated Treasury Management lending list at Annex 7; and***
- (d) approve the updated Capital Programme at Annex 9 and the associated changes to the programme in Annex 8c.***

8. Oxford Park & Ride : Thornhill & Water Eaton Introduction of Charging (Pages 71 - 80)

Cabinet Member: Transport

Forward Plan Ref: 2011/201

Contact: Steve Smith, Highways & Transport Service Manager Tel: (01865) 810435

Report by Director for Environment, Economy & Customer Services (**CA8**).

A requirement to fund an identified revenue gap of £150,000 a year has been established as set out in the Environment & Economy Business Strategy 2011-15. A system of charging for long stay parking at Thornhill and Water Eaton sites has been proposed to achieve at least this.

This report summarises the public consultation on the advertised Traffic Regulation Order (TRO) for charging; the outcome of a customer survey via citizen panel; and recommends to Cabinet members a proposed level of charging.

Cabinet is recommended to:

- (a) approve the making of the Oxfordshire County Council (Park and Ride Parking Places - Thornhill and Water Eaton) Order 201* as advertised***
- (b) confirm the timing of the introduction of charges as identified in paragraph 9; and***
- (c) instruct officers to undertake a review between 6 – 12 months of commencement of charging.***

9. OCC Response to the Consultation on the Cherwell Local Plan (Pages 81 - 172)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2012/112

Contact: Daniel Round, Strategic Policy Manager Tel: (01865) 815623

Report by Director for Environment, Economy & Customer Services (**CA9**).

Cherwell District Council has published the Cherwell Local Plan Proposed Submission Draft for consultation ahead of its submission to Government towards the end of the year. A public examination is expected to follow in 2013, with the Plan adopted by March 2014.

The Draft Local Plan will shape development in Cherwell for the period to 2031. Growth is focused primarily at Bicester and to a lesser extent at Banbury, with more limited growth at Kidlington and in the larger villages.

This report and its annexes sets out the County Council's response to the consultation and highlights the key issues for this authority over the next 20 years in Cherwell.

The Cabinet is RECOMMENDED to inform Cherwell District Council that:

- (a) Oxfordshire County Council believes the Draft Local Plan is broadly sound, subject to our representations in Annex 3 being addressed;***
- (b) In principle, Oxfordshire County Council supports the strategic allocated development sites that have been identified in the Draft Local Plan;***
- (c) Oxfordshire County Council supports the proposed Green Belt review at Langford Lane/Oxford Airport but requests that this is expanded to incorporate the land in the vicinity of Begbroke Science Park to be considered for key sector employment growth; and***
- (d) Oxfordshire County Council requests that the detailed officer comments as outlined in Annex 4 are taken into account before the Plan is submitted to Government.***

10. Corporate Plan Performance and Risk Management Report for the 1st Quarter 2012 (Pages 173 - 194)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2012/067

Contact: Alexandra Bailey, Senior Performance & Improvement Manager Tel: (01865) 816384

Report by County Council Management Team (**CA10**).

Quarterly performance monitoring report against the Corporate Plan priorities - Quarter 1

The Cabinet is RECOMMENDED to note the report.

11. Delegated Powers of the Chief Executive - October 2012

Cabinet Member: Leader

Forward Plan Ref: 2012/078

Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262

Report by Head of Law & Culture (**CA11**).

To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). It is not for scrutiny call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
<i>3 October 2012</i>	<i>Request for Exemption from Contract procedure rules – Bicester Town Centre Access Improvements</i>	<i>Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules</i>	By adding the improvements to other work being undertaken by the developer in connection with highway works for Bicester town Centre Redevelopment scheme it limits the time during which traffic is disrupted and ensures the scheme is delivered within the necessary time period.

12. Forward Plan and Future Business (Pages 195 - 198)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager (01865 810262)

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 **CA12**. 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.

EXEMPT ITEM – ITEM 13 BELOW

In the event that any Member or Officer wishes to discuss the information set out in Appendix C to the Business Case, the Cabinet will be invited to resolve to exclude the public for the consideration of that appendix by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of Appendix C to the Business Case since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

NOTE: The report Annex and remaining appendices do not contain exempt information and are thus available to the public. The exempt information is contained in confidential appendix C

APPENDIX C TO THE BUSINESS CASE HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY AND THE FINANCIAL RISK TO THE COUNCIL IF THE CONTENTS ARE DISCLOSED.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

13. Oxford Spires Academy New Buildings and Alterations (Pages 199 - 286)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2012/041

Contact: Martin Tugwell, Deputy Director for Environment & Economy – Strategy & Infrastructure Planning Tel: (01865) 815513

Report by Director for Environment, Economy & Customer Services (**CA13**).

(The information contained in Appendix C to the Business case is exempt in that it falls within the following prescribed category:

3 – information relating to the financial or business affairs of any particular person (including the authority holding that information)

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice on-going negotiations and disadvantage the company concerned.)

Oxford Spires Academy opened in January 2011, replacing Oxford School. The project is to provide new and refurbished accommodation funded by a £7.808m capital grant

the Education Funding Agency (EFA).

The capital project follows the National Academy Framework process established by Partnership for Schools (PfS) now EFA and is similar to that followed by the Oxford Academy (formerly Peers School). Under this process the Authority (OCC) are responsible for procurement of the works (excluding ICT which is procured by the Academy Trust) which it then leases to the Academy Trust by way of a Development Agreement, interim short term lease and ultimately a long term (125 year) lease.

Planning consent is due in early October, 2012 with EFA approval sought soon after this and formal Contract signing programmed for October, 26th, 2012; the Contract Sum is £6,433,777 which will be met from EFA funding, a separate contract for ICT will be let by CfBT Schools Trust. The date for the proposed opening of the new Academy buildings is proposed to be in phases from September 2013.

The Cabinet is RECOMMENDED to:

- (a) approve the Final Business Case***
 - (b) authorise that the contract be let and the development agreement be entered into subject to EFA approval and agreement on funding drawdown; and***
 - (c) approve the 'passport' of ICT funding to the Academy Trust in accordance with EFA processes***
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CABINET

MINUTES of the meeting held on Tuesday, 18 September 2012 commencing at 2.00 pm and finishing at 2.35 pm

Present:

Voting Members:

- Councillor Ian Hudspeth – in the Chair
- Councillor Rodney Rose
- Councillor Arash Fatemian
- Councillor Louise Chapman
- Councillor Melinda Tilley
- Councillor C.H. Shouler
- Councillor Hilary Hibbert-Biles
- Councillor Mrs J. Heathcoat

Other Members in Attendance:

Officers:

Whole of meeting Joanna Simons (Chief Executive); Sue Whitehead (Chief Executive's Office)

Part of meeting	
Item	Name
6	Barbara Chillman (Education & Early Intervention)
7	Allyson Milward (Education & Early Intervention)
8	Kathy Wilcox (Corporate Finance)
9	Lorna Baxter, Deputy Chief Finance Officer

The Committee 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.

96/12 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor Nick Carter and Councillor Kieron Mallon.

Cabinet noted the apologies from Councillor Zoe Patrick, who had been intending to speak at the meeting but was unwell.

97/12 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 17 July 2012 were approved and signed subject to the following correction:

Minute 80/12 - The declaration of interest was amended to read 'in respect of Item **6**' rather than 'Item 7'.

98/12 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor Roz Smith had given notice of the following question to Councillor Hilary Hibbert-Biles:

"What is the current status of the Kidlington Waste Site Project and any financial implications for the council?"

Councillor Hilary Hibbert-Biles replied:

"As stated at Full Council we are currently reviewing the responses to the Joint Municipal Waste Management Strategy. These responses will help inform the implementation plan for the Household Waste Recycling Centre Strategy.

We are looking into alternatives to the Kidlington site and will keep you informed of any decisions. Where amendments to the implementation plan have financial implications these will be considered as part of the annual budget setting process

The County Council's Household Waste Recycling Strategy was agreed in April 2011. The principles underpinning that Strategy remain valid. Implementation of the Strategy is on-going. Progress with implementing the Strategy is monitored on a regular basis. The need for changes to the implementation plan for the Strategy will be kept under review."

Supplementary: Councillor Roz Smith queried whether the new reserve for minerals and waste recommended for creation elsewhere on today's agenda was sufficient. Councillor Hibbert-Biles replied that it was a little early to know but that was what was being worked towards.

Councillor Zoe Patrick had given notice of the following question to Councillor Nick Carter:

"Would the Cabinet Member for Business & Communications agree that it would be a good idea to include the web page link for each of the Oxfordshire Partnerships in the partnerships report to Council or elsewhere?"

In Councillor Carter's absence Councillor Ian Hudspeth replied:

“Yes in future we will include all the web page links for each of the Oxfordshire Partnerships in the Full Partnership Report to Council.

We are aware of this issue with content on the Oxfordshire Partnership website and as stated on the website all the content is currently under review as the partnerships scope has changed. We appreciate the current situation is not ideal and we rely on our partners to keep all the information up to date as a number now have their independent websites. We will endeavour to work with our partners to make sure meeting papers are accessible.

We are also currently reviewing partnership pages on the intranet and the Oxfordshire County Council public website to make it easier for people to navigate to the correct partnership pages to find the agendas, minutes, supporting papers and upcoming meeting dates.”

99/12 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The following requests to address the meeting had been agreed:

Item 6 – Councillor Janet Godden, local Councillor

Item 8 - Councillor Roz Smith, Shadow Cabinet Member for Finance

100/12 PROPOSAL TO EXPAND BOTLEY SCHOOL, OXFORD

(Agenda Item. 6)

Cabinet considered a report detailing a proposal to expand Botley School to 2 forms of entry as one part of the county council's strategy to meet the need for primary school places in Oxford and its immediate surrounds.

Councillor Janet Godden, speaking as a local Councillor supported the proposed expansion, commended the School for the way it had coped with the influx of young people so far and urged the provision of permanent buildings rather than temporary ones. She also referred to the problem of taxied children and Councillor Melinda Tilley, Cabinet Member for Education replied that she was investigating and hoped to resolve the problem.

Councillor Tilley in introducing the report highlighted the need for the additional places.

Cabinet in agreeing the recommendation indicated that their expectation was for the provision of permanent buildings should the expansion go ahead and that they would expect to be updated if following assessment of all the options a temporary solution was proposed.

RESOLVED: to approve the publication of a statutory notice for the expansion of Botley School, Oxford.

**101/12 NEW ACADEMIES AND FREE SCHOOLS IN OXFORDSHIRE -
CREATING NEW SCHOOLS TO MEET HOUSING GROWTH POST
EDUCATION ACT 2011**

(Agenda Item. 7)

Cabinet considered a report that set out procedures to allow the authority to identify preferred providers, by agreement with the Secretary of State, to open new academies or free schools for the benefit of local communities in line with The Education Act 2011 which had determined that all new schools should be academies or Free schools unless no sponsor could be found by the authority or Department for Education (DfE). The DfE had recently issued guidance on procedures for local authorities in this matter and the proposed system to be used by the County Council based upon this guidance, along with the outcome of consultation with interested parties, was set out in the report.

RESOLVED: to approve the process to identify academy and free school providers for new schools in Oxfordshire.

**102/12 2012/13 FINANCIAL MONITORING & BUSINESS STRATEGY
DELIVERY REPORT - JULY 2012**

(Agenda Item. 8)

Cabinet considered a report that focused on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2012/13 – 2016/17. Parts 1 and 2 included projections for revenue, reserves and balances as at the end of July 2012. The Capital monitoring was included at Part 3.

Councillor Roz Smith, Shadow Cabinet Member for Finance, expressed concern at the level of underspend. In particular she highlighted the underspend in the Chief Executive's Office which was partially due to staff vacancies. The turnover of staff seemed quite high and she queried whether this had been explored. She also queried the creation of the new earmarked reserves; she felt that they had not heard detailed reasons for their creation and the Liberal Democrat Group was of the view that earmarked reserves were already too high.

Kathy Wilcox, introduced the contents of the report.

Councillor Charles Shouler, Cabinet Member for Finance commented that as a returning Cabinet Member with responsibility for Finance he found the financial position stable with spending largely on track and reserves healthy and adequate. This highlighted the benefit of the reporting process. Careful monitoring gave control over the budget and associated spending and early action could be taken where necessary. Annex 3b gave full details on the reserves to be created but Councillor Smith could discuss it further with himself or officers should she wish.

RESOLVED: to:

- (a) note the report;
- (b) approve the virement requests set out in Annex 2a;
- (c) Agree the transfer of the LACSEG refund to the Efficiency Reserve as set out in paragraph 23;
- (d) Agree the creation of new reserves as set out in Annex 3b;
- (e) Agree the change of use of the Learning Disabilities underspend from 2011/12 as set out in paragraph 29;
- (f) Agree the bad debt write off as set out in paragraph 25;
- (g) note the updated Treasury Management lending list at Annex 7;
- (h) Approve the changes to the Capital Programme in Annex 8c.

103/12 BUSINESS STRATEGY AND SERVICE & RESOURCE PLANNING REPORT FOR 2013/14 - 2017/18 - SEPTEMBER 2012

(Agenda Item. 9)

Cabinet received the first in a series of reports on the Service & Resource Planning process for 2013/14 to 2016/17. The report provided councillors with information on budget issues for 2013/14 and the medium term and presented the known and potential financial issues for 2013/14 and beyond. The report proposed a process for Service & Resource Planning for 2013/14 including a timetable of events.

Following discussion on key issues and the likely timetable for information from Government it was:

RESOLVED: to:

- (a) note the report;
- (b) approve the Service and Resource Planning process for 2013/14.

104/12 STAFFING REPORT - QUARTER 1

(Agenda Item. 10)

Cabinet received a report that gave an update on staffing numbers and related activity during the period 1 April 2012 to 30 June 2012. It detailed the agreed staffing numbers and establishment at 30 June 2012 in terms of Full Time Equivalents. In addition, the report provided information on vacancies and the cost of posts being covered by agency staff. The report also tracked progress on staffing numbers since 1 April 2010.

RESOLVED: to:

- (a) note the report; and
- (b) confirm that the Staffing Report meets the Cabinet's requirements in reporting and managing staffing numbers.

105/12 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 11)

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

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

..... in the Chair

Date of signing

CABINET - 16 OCTOBER 2012

Application to become a Foundation Trust by Oxford University Hospitals Trust

Report of the Director for Social and Community Services and Director of Public Health

Introduction

1. Oxford University Hospitals NHS Trust (OUHT) was formed in November 2011 from the Nuffield Orthopaedic Centre and the Oxford Radcliffe Hospitals NHS Trust.
2. OUHT is currently applying to become a Foundation Trust. Foundation Trusts differ from other NHS Trusts in that they have a membership drawn from communities served by the Trust and the staff that work for it. The membership elects a Council of Governors which is involved by the Trust's Board of Directors in setting the future direction for the Trust. Foundation Trusts have the freedom to respond to local needs, and through their public and staff membership they are able to reflect the concerns and wishes of their local population. The government has said that all NHS Trusts must become Foundation Trusts by 2014.
3. The purpose of this report is to set out the possible issues relevant to the application so that the Cabinet can express a view to both the Board of OUHT and also the Strategic Health Authority. This paper reflects discussions with both the Oxfordshire Clinical Commissioning Group and the OUHT.

Potential benefits for OUHT

4. The benefits OUHT would have from being a Foundation Trust are:
 - Greater financial freedom to enable the Trust to build up capacity for future investment and operate in a more business like way
 - A stronger organisation. The process provides an organisation with a yard stick against which to judge the effectiveness of strategy, processes, systems and investment of resources
 - Greater independence, looking outwards, not upwards
5. It has also been argued that local ownership and a new governance model (with membership and a Members Council) will more effectively involve local people and provide a vehicle for them to have greater influence over the Trust's strategy and how we develop services and that there will improved staff engagement with staff having enhanced opportunities to contribute to the development of strategy.

6. From the County Council's perspective, it is important to remember that OUHT is one of the most important employers in Oxfordshire. It employs more than 10,000 people; has a turnover of over £500m and through its links with Oxford University is a vital part of the bio-medicines sector of the County's economy.

Issues that need to be addressed if the OUHT are to become a successful Foundation Trust

7. Given that the Government expects all NHS trusts to become Foundation Trusts it is essential that the largest Trust in the County is successful in becoming a Foundation Trust. The County Council should therefore support the principle of OUHT being successful. However, there are a number of factors that need to be taken into account if OUHT are to become a successful Foundation Trust in the eyes of the people of Oxfordshire. These are set out below. It is essential that OUHT commit publicly to the successful delivery of each of these principles.
8. Approximately 60% of the income of OUHT comes from traditional District General Hospital work (known as secondary care) carried out mostly for the people of Oxfordshire. This is the type of work that all General Hospitals do up and down the Country. This includes emergency care and planned operations. However, the rest of OUHT's income comes from more specialist health care in its role as a regional and national centre of excellent and through the medical research work it does with Oxford University.
9. There is widespread concern in Oxfordshire that the more specialist work receives greater attention than the more routine District General Hospital work. This was reinforced by the criticisms of the Care Quality Commission in early 2011 of the failure to meet all the essential standards of quality and safety at the Churchill, Horton and John Radcliffe. The people of Oxfordshire are much more likely to be affected by the more routine work either as patients themselves or as the family and friends of patients who need that care. It is essential that standards of care are the highest possible and that dignity and respect is shown to all patients including frail older people. Of particular importance is that nursing standards for these services are of the highest possible standard.
10. Under Sir Jonathan Michael's leadership (the current Chief Executive of OUHT), there has been a strong commitment to working in partnership with the rest of the NHS and also with local government and other partners. It is essential that this partnership work is maintained and strengthened. This is particularly important given the financial pressures on both health and social care. Organisations need to work together to find the most efficient and effective ways of meeting the care needs of the population and also to intervene early to reduce the need for care.
11. Critical to this will be a move away from focusing most resources on hospital care to supporting people in the community. OUHT managers and senior clinicians support this in principle. It is important also that clinicians at OUHT

help support the effective delivery of prevention and early intervention. This needs to be reflected in partnership working.

12. This should not be interpreted as a lack of support for the Horton hospital in Banbury. Services at the Horton need to reflect this principle with as many services as possible being provided there rather than at the hospitals in Oxford as part of the commitment to make services as local as possible.
13. OUHT were sent a draft copy of this report. Sir Jonathan Michael has stated his support for these principles. His response is set out in the attached letter.

Recommendation

14. The Cabinet are recommended to support the application of Oxford University Hospitals Trust to become a Foundation Trust on the basis that it is committed to the following principles:
 - a. Commitment to the highest standards of medical and nursing services for both secondary and tertiary care. This includes ensuring that frail older people are treated with dignity and respect in accordance with the standards set by the Commission on Dignity in Care for Older People.
 - b. Continued and strengthened commitment to working in partnership with the rest of the NHS, local government and other partners to deliver the most effective and efficient ways of meeting the care needs of the people of Oxfordshire.
 - c. Actively supporting the move to providing more care within the community rather than in a hospital setting as part of a broader commitment to the local delivery of services.
 - d. Actively supporting developments which prevent people from needing care or limiting the extent to which they might need care.
 - e. Commitment to the continued existence of the Horton hospital providing district general hospital services to the people of north Oxfordshire.

JOHN JACKSON
Director for Social
& Community Services

JONATHAN MCWILLIAM
Director of Public Health

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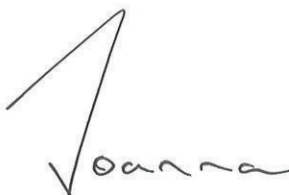
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1 October 2012

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Ms Joanna Simons CBE
Chief Executive
Oxfordshire County Council
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Oxford University Hospitals Foundation Trust application

Thank you for kindly sharing with us the paper that is to be submitted to the County Council Cabinet recommending support for our Foundation Trust application. We also appreciate the acknowledgement that is given to the significant progress that we have made as an organisation in recent years.

I am happy to confirm in this letter the Trust Board's full and active commitment to the principles set out in your report.

The bedrock of the Trust's mission is the provision of high quality services to all our patients. In this respect, we do not make a distinction between local services and specialist services. This commitment is captured in the work we have been progressing under the banner of "Delivering Compassionate Excellence" to ensure that the values and behaviours that underpin compassionate excellence are at the heart of all our activities. We recognise that we can only fulfil our wider role as a major University Teaching Hospital if that role is based on the foundations of providing high quality local services for local people. We place a high priority on the care of frail older people. The redesign of our acute general medicine service and the introduction of a fully integrated psychological medicine service are two recent examples of this commitment to seek to improve, on a continuous basis, the way we deliver our local services.

We recognise that we only provide one piece of the jigsaw of care and support for the local population and that to provide high quality services requires all partners to focus on the whole patient and the full patient journey. This necessitates active and effective partnership working

From the Chief Executive's Office
Oxford University Hospitals

across all organisations. Nowhere is this more important than the difficult area of delayed transfers of care, where we are fully committed to working with the County Council, Oxford Health, General Practitioners and other key partners to address effectively this hitherto intractable problem within the Oxfordshire health and social care system.

In collaboration with other partners, if we are to respond effectively to the challenges that we collectively face, we need to redesign our joint approach to the delivery of health and social care. We recognise that this will require the development of service models that will shift care and treatment out of our hospital setting into the community, closer to patients. This direction of travel is fully reflected in our strategy and in our financial plans. The work to establish a supported discharge service that we have progressed recently and the joint establishment of emergency medical units out in the community are two examples of our support to this approach.

While our primary focus is acute care, the boundaries between different levels of care and different organisations need to be redefined. As one of the County's largest employers and delivering approaching one million patient contacts per year, there is enormous potential for us to play a significantly larger role in the wider public health agenda. This needs to be a key element of the redesign of the local approach to the delivery of health and social care in Oxfordshire. Moreover, we also need to exploit the strengths of the research being driven forward locally in collaboration with our academic partners to help facilitate this redesign. The research collaboration between ourselves, primary care and the University that is supporting the use of phone "apps" in the monitoring of people with long term conditions, is a concrete example of the potential for moving work out of the acute sector and promoting a more engaged self-care agenda which delivers better patient outcomes, higher patient satisfaction and financial savings.

As an integrated part of the Oxford University Hospitals NHS Trust, the Horton General Hospital has a significant and vibrant contribution to make to the achievement of our overall strategic vision. This contribution entails the maintenance of a broad range of services on the Horton site. This does not mean that there will not need to be changes at the Horton, as is the case at each of our other sites. However, these changes, which will need to reflect the strategies of our commissioners, will be based on firm clinical evidence and will be progressed in a full and transparent manner with the key stakeholders, as was done recently with the well received changes to the gynaecology service at the Horton. The new model of paediatric services, the expansion of chemotherapy services and the establishment of a Renal Dialysis Unit at the Horton are examples of the Trust Board's strong commitment to the future vision for the Horton General Hospital.

Each of the principles outlined in your recommendations, to which I have responded in the above paragraphs, were discussed in a very full and constructive manner at the Health Overview and Scrutiny Committee held on 27 September 2012. At the meeting Dame Fiona Caldicott and I welcomed the opportunity to be able to reaffirm in public the commitments given in this letter.

Foundation Trust status is not an end in itself but we do firmly believe that it will enable the Oxford University Hospitals NHS Trust to continue to work with our patients and our stakeholder partners much more effectively to provide high quality health and social care in a very challenged environment. We welcome the fact that this view is shared in the report that is to be submitted to your cabinet.

Thank you once again for sharing the report with us.

Best wishes

A handwritten signature in black ink, appearing to read 'Jon M', with a long horizontal flourish extending to the right.

Sir Jonathan Michael FRCP
Chief Executive

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CABINET – 16 OCTOBER 2012

Oxford University Hospitals Trust Application to become a Foundation Trust

Joint Health Overview & Scrutiny Committee – Comments of meeting held on 27 September 2012

The Oxfordshire Joint Health Overview and Scrutiny Committee met on 27th September to discuss the Oxford University Hospitals NHS Trust Foundation Trust consultation.

The JHOSC will be responding independently to the OUHT consultation but wishes to share its comments on the consultation with the county council's Cabinet in their consideration of the same issue.

The Committee had a very positive and productive discussion with Dame Fiona Caldicott, Chairman, Sir Jonathan Michael, Chief Executive and Andrew Stevens, Director of Planning and Information, Oxford University Hospitals NHS Trust. As a result of this discussion the committee is happy to support the Trust's application for Foundation Trust status.

Whilst supporting the application the committee would like to make two comments,

- That the OUHT will have to satisfy Monitor that it is financially secure before becoming a foundation trust
- The committee expects that the Trust upholds the commitment made at the HOSC meeting to continue to prioritise the provision of local district general hospital services to the people of Oxfordshire (including in Banbury) as well as specialist services

Councillor Dr Peter Skolar
Chairman Oxfordshire Joint Health Overview and Scrutiny Committee

Contact: Claire Phillips, Senior Policy & Performance Officer, Tel: 01865 323967

October 2012

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CABINET – 16 OCTOBER 2012

2012/13 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT

Report by the Assistant Chief Executive & Chief Finance Officer

Introduction

1. This report focuses on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2012/13 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of August 2012. The Capital monitoring is included at Part 3.

Summary Position

2. The current in – year Directorate forecast including the Council elements of the Pooled Budgets is a variation of -£0.720m, or -0.17% against a budget of £417.517m as shown in the table below. This compares to an underspend of -£1.408m or -0.34% forecast at the end of July 2012.

Original Budget 2012/13 £m		Latest Budget 2012/13 £m	Forecast Outturn 2012/13 £m	Variance Forecast August 2012 £m	Variance Forecast August 2012 %
105.814	Children, Education & Families (CE&F)	107.315	105.063	-2.252	-2.10
219.635	Social & Community Services (S&CS)	212.136	212.089	-0.047	-0.02
77.658	Environment & Economy	80.262	80.282	+0.020	+0.02
8.394	Chief Executive's Office	17.804	17.460	-0.344	-1.93
411.501	In year Directorate total	417.517	414.894	-2.623	-0.63
	Less: Net overspend on Council Elements of Pooled Budgets			+1.903	
	Total Variation including Council Elements of Pooled Budgets			-0.720	-0.17

3. The following annexes are attached:

Annex 1	Original and Latest Estimates for 2012/13
Annex 2	Virements & Supplementary Estimates
Annex 3	Forecast Earmarked Reserves
Annex 4	Forecast General Balances
Annex 5	Ring-fenced Government Grants 2012/13
Annex 6	Older People & Physical Disabilities and Learning Disabilities Pooled Budgets
Annex 7	Treasury Management Lending List
Annex 8	Capital Programme Monitoring
Annex 9	Capital Programme Update

4. The Directorate reports which set out the detail behind this report are available from the contact officers named at the end of this report or in the Members' Resource Centre.

Part 1 - Revenue Budget & Business Strategy Savings

Children, Education & Families (CE&F)

5. The directorate is forecasting a variation of -£2.252m. In addition there is a forecast underspend of -£0.936m on services funded by the Dedicated Schools Grant (DSG). Any underspend on DSG will be placed in a reserve at the end of the year for use in 2013/14.

CEF1 Education & Early Intervention

6. Education & Early Intervention are reporting a forecast underspend of -£2.411. This includes -£0.991m relating to Home to School Transport and a further -£0.909m variation forecast for Educational Effectiveness. £1.650m of the £1.861m placed in an earmarked reserve in 2011/12 to be spent on school intervention projects in 2012/13 has now been committed leaving a balance of -£0.211m. In addition, there is an underspend of -£0.505m on the 2012/13 school intervention budget. This is after taking account of the request to utilise a further £0.300m to meet academy conversion costs (see paragraph 23 and Annex 2). Another -£0.193m relates to the School Improvement Staffing budget where the number of schools transferring to academy status has affected recruitment decisions. The underspend on Early Intervention Hubs has reduced from -£0.317m to -£0.213m following a detailed review of staffing and activity.

CEF2 Children's Social Care

7. Children's Social Care is reporting a net overspend of +£0.159m. The +£0.632m overspend on placements reported previously has reduced to +£0.295m as a result of budget being transferred from other areas that have been forecasting underspends.

Social & Community Services (S&CS)

8. The forecast outturn for S&CS is a variation of -£0.047m. In addition, there is an overspend on the Council elements of the Older People, Physical Disabilities and Equipment Pooled Budget (+£2.746m) and an underspend on the Learning Disabilities Pooled Budget (-£0.843m).

SCS1 Adult Social Care

9. As previously reported Adult Social Care is broadly on track to deliver the business strategy. Pressures relating to Fairer Charging income and additional staffing resources required by locality teams to manage operational pressures are being managed using carry forwards, underspends elsewhere in the service, and reserves.

SCS5 Fire & Rescue and Emergency Planning

10. There is a forecast overspend of +£0.070m on fire-fighter pay. This is due to the recently agreed national fire-fighters' pay award of 1% back dated to 1 July 2012. The retained duty system (RDS) is forecasting an

underspend of -£0.170m. This would normally be returned to balances at year end but the overspend on pay will be offset against this for 2012/13.

11. The budget for fire-fighter ill health retirements is forecasting an overspend of +£0.100m. As this is a budget that the service cannot control, the variance will be met from balances at year end.

Pooled Budgets

Older People, Physical Disabilities and Equipment Pooled Budget

12. As shown in Annex 6 the Older People, Physical Disabilities and Equipment Pooled Budget is forecast to overspend by +£6.150m. +£2.746m relates to the Council's element and +£3.404m to the Primary Care Trust (PCT) (which is shadowed by the Oxfordshire Clinical Commissioning Group).
13. The forecast overspend on the Council elements of the Older People's Pooled Budget (+£0.538m) comprises additional expenditure on care home placements offset by underspends on Home Support, Prevention and Early Support. The care home placements overspend arises from variations to the forecast number of services users and an increase in the average price of placements.
14. The council element of the Physical Disabilities Pool is expected to exceed budget by +£1.842m. In February 2012 Council approved additional funding of £0.800m from 2012/13 to move the base budget to a level to fund current clients and the needs of future clients. Based on more recent information this is insufficient to fund the current year activity and significantly increased demand. Further work is being undertaken, both to analyse and model the future expenditure and demand, and to identify underspends which can be used to fund the overspend. A supplementary estimate will be requested if it is not possible to manage this within the Directorate.

Learning Disabilities Pooled Budget

15. As set out in Annex 6 the Learning Disabilities Pooled Budget continues to forecast an underspend of -£1.000m. This comprises -£0.843m on the Council's element and -£0.157m on the PCT element.

Environment & Economy (E&E)

16. The directorate is forecasting a variation of +£0.020m.

EE1 Highways & Transport

17. Highways and Transport are forecasting an underspend of -£0.334m. This includes an overspend of +£0.433m due to an increase in highway maintenance, vehicle maintenance and rapid incident responses and -£0.730m Public Transport contract savings.

EE2 Growth & Infrastructure

18. An overspend of +£0.138m is forecast by Growth and Infrastructure. This includes an overspend on Property and Facilities of +£0.426m which as reported previously relates to the partial non – realisation of the asset rationalisation strategy savings and contract implementation costs. This

is currently offset by a forecast underspend in Business & Skills but options for utilising this across the skills spectrum are being considered.

19. Waste Management are continuing to forecast a breakeven position. Tonnages for landfill & recycling remain above the budgeted levels and market factors and changes to regulations are impacting on the forecast. The service expects to be able to manage these pressures in 2012/13 but the on-going impact will be reviewed as part of the Service & Resource Planning process.

EE3 Oxfordshire Customer Services

20. An overspend of +£0.216m across Oxfordshire Customer Services includes the partial non – achievement of the 2012/13 Customer Services savings. This will be considered as part of the Service & Resource Planning process and alternative savings found.

Chief Executive's Office (CEO)

21. The directorate is forecasting an underspend of -£0.344m. This mainly relates to staffing vacancies in Strategy and Communications, and in Corporate Finance and Internal Audit.

Virements and Supplementary Estimates

22. Virements larger than £0.250m requiring Cabinet approval are set out in Annex 2a. Virements requested include a £0.766m reduction in the revenue expenditure and income budgets within ICT in Environment & Economy to ensure consistency with amounts chargeable to the Capital Programme. This virement does not represent a change of policy.
23. A further virement request relates to the restructuring taking place within Children's Social Care in CEF. This budget movement adjusts part of the virement agreed by Cabinet on 19 June 2012 to reflect a more appropriate allocation of services between Corporate Parenting and Social Care. It is also proposed to transfer £0.300m from Educational Effectiveness to be spent on the costs associated with schools converting to academies as it is anticipated that the £0.600m set aside in reserves in 2011/12 will not be sufficient.

Grants Monitoring

24. Ring-fenced grants totalling £381.286m (including £337.418m Dedicated Schools Grant) are included in Directorate budgets and will be used for the specified purpose. The effect of a further four schools converting to academy status is reflected in a £9.531m reduction in the DSG total.
25. £0.264m received from the Education Funding Agency relates to Adult Learning in Environment & Economy.

Bad Debt Write Offs

26. There were 149 general write offs to the end of August 2012 and these totalled £23,459. In addition Client Finance has written off 33 debts totalling £30,354.

Treasury Management

27. The latest treasury management approved lending list (as at 24 September 2012) is included at Annex 7. The 2012/13 Treasury Management Strategy includes the provision to set the limits for term deposits with part nationalised banks outside of those implied by the credit rating matrices in the strategy. Following a review of Lloyds TSB, including the bank's exposure to European sovereign debt, and in recognition of the 40% government ownership of the bank, it has been decided to increase the maximum limits for Lloyds to £25m and 12 months.
28. The average cash balance during August 2012 was £314.2m and the average rate of return was 0.96%. The budgeted return for interest receivable on balances invested internally is £2.50m for 2012/13. It is expected that this budget will be achieved.
29. During August the authorised lending limit of £10m for Lloyds was breached by £6.8m as a result of a training issue relating to the checking of primary records. This was identified during a routine reconciliation and the excess funds, which were held in an overnight deposit facility, were withdrawn immediately. The Council has not incurred any loss as a result of the breach and the training requirement has been addressed.

Part 2 – Balance Sheet

Reserves

30. Annex 3 sets out earmarked reserves brought forward from 2011/12 and the forecast position as at 31 March 2013. These are held for specified one – off projects, contractual commitments and to support the Medium Term Financial Plan. Forecast reserves are £96.047m and include £12.761m school balances. Corporate reserves are £56.293m of the total and include the Efficiency Reserve which is being used to support the implementation of the Business Strategy (£20.2m) and Capital Reserve (£17.9m) which will be used to fund the Capital Programme.
31. The increase of £1.587m in the forecast total since the last report mainly reflects the increased forecast revenue underspend which would need to be transferred to the carry forward reserve at year end. This is before offsetting the forecast overspend on the Council elements of the Pooled budget.

Balances

32. There have been no calls on balances to date in 2012/13 and as set out in Annex 4 current balances remain at £16.693m.

Part 3 – Capital Programme

Capital Monitoring

33. The capital monitoring position shows the forecast expenditure for 2012/13 is £50.0m (excluding schools local capital), which is a decrease of £0.1m compared to the latest approved capital programme. The table on the next page summarises the variations by directorate.

CA7

Directorate	Last Approved Programme *	Latest Forecast Expenditure	Variation
	£m	£m	£m
Children, Education & Families	20.9	21.2	+0.3
Social & Community Services	3.4	3.6	+0.2
Environment & Economy - Transport	23.1	22.5	-0.6
Environment & Economy - Other	1.7	1.7	0.0
Chief Executive's Office	1.0	1.0	0.0
Total Directorate Programmes	50.1	50.0	-0.1
Schools Local Capital	5.1	5.1	0.0
Total Capital Programme	55.2	55.1	-0.1

* Approved by Cabinet 17 July 2012

34. The increase in the Children, Education & Families forecast expenditure relates to a payment of £0.223m to the Oxford Diocesan Board of Education for the final settlement of the account relating to the new 10 class primary school, SS Philip and James. A provision was included in earmarked reserves for this purpose. This has been released so the effect on the overall programme is neutral.
35. In the Social & Community Services Programme, the Upgrade to the Fire Command and Control Centre scheme has been removed. £1.150m of corporate resources have been returned to the programme and will be held for the capital budget setting process. This scheme has been replaced with the Joint Control Room scheme with Royal Berkshire Fire and Rescue Service which is grant funded.
36. Savings of £1m have been identified on the Thornhill Park & Ride scheme in the Transport Programme. A total of £0.944m is a saving on corporate resources and will be held in earmarked reserves for the capital budget setting process.
37. A new transport scheme for improvements to the access to Bicester Town Centre has been included in the programme. The total scheme will cost £1.310m, with £0.5m being spent in 2012/13, and is funded from S106 contributions.
38. £0.444m funding relating to the Potash Lane Rail Bridge, has been removed from the Transport Programme and added to earmarked reserves. This is being held for settlement of a final account with Network Rail.

Actual & Committed Expenditure

39. As at the end of August 2012 actual capital expenditure for the year to date (excluding schools local spend) was £5.6m. This is 12% of the total forecast expenditure of £49.5m, which is around 4% below the expected position compared to the profile of expenditure in previous years. Actual and Committed spend is 42% of the forecast.

CA7
Five Year Capital Programme Update

40. The total forecast 5-year capital programme (2012/13 to 2016/17) is now £365.7m, an increase of £3.3m compared to the last capital programme approved by Cabinet in July 2012. The full updated capital programme is set out in Annex 9. The table below summarises the variations by directorate and the main reasons for these variations are explained in the following paragraphs.

Directorate	Last Approved Total Programme (2012/13 to 2016/17) * £m	Latest Updated Total Programme (2012/13 to 2016/17) £m	Variation £m
Children, Education & Families	138.0	139.3	+1.3
Social & Community Services	23.5	22.9	-0.6
Environment & Economy - Transport	91.3	91.6	+0.3
Environment & Economy - Other	30.0	30.0	0.0
Chief Executive's Office	2.7	2.7	0.0
Total Directorate Programmes	285.5	286.5	+1.0
Schools Local Capital	14.0	14.1	+0.1
Earmarked Reserves	62.9	65.1	+2.2
Total Capital Programme	362.4	365.7	+3.3

* Approved by Cabinet 17 July 2012

41. As reported previously, the increase in the Children, Education & Families programme is due to the inclusion of external funding for Basic Needs projects at Rose Hill and Cholsey Primary Schools.
42. The variations in forecast expenditure have an impact on the overall capital programme. As a result, the earmarked reserves have increased by £2.2m. This will be allocated for priority schemes in the capital budget setting process.

RECOMMENDATIONS

43. **The Cabinet is RECOMMENDED to:**
- a) note the report;
 - b) approve the virement requests set out in Annex 2a;
 - c) note the updated Treasury Management lending list at Annex 7;
 - d) approve the updated Capital Programme at Annex 9 and the associated changes to the programme in Annex 8c.

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Background papers: Directorate Financial Monitoring Reports 31 August 2012.

CA7

Contact Officers: Kathy Wilcox, Principal Financial Manager
Tel: (01865) 323981
Lorna Baxter, Deputy Chief Finance Officer
Tel: (01865) 323971

October 2012

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012
Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2011/12 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	underspend - overspend + £000 (12)	(13)
CEF	Children, Education & Families											
	Gross Expenditure	563,507	2,457	-13,267	0	552,697	550,445	-2,252	230,334	196,711	-33,623	G
	Gross Income	-457,693	0	12,311	0	-445,382	-445,382	0	-183,889	-168,848	15,041	G
		105,814	2,457	-956	0	107,315	105,063	-2,252	46,445	27,863	-18,582	A
SCS	Social & Community Services											
	Gross Expenditure	259,276	1,122	-9,927	0	250,471	250,424	-47	108,615	99,849	-8,766	G
	Gross Income	-39,641	0	1,306	0	-38,335	-38,335	0	-20,214	-22,696	-2,482	G
		219,635	1,122	-8,621	0	212,136	212,089	-47	88,401	77,153	-11,248	G
EE	Environment & Economy											
	Gross Expenditure	144,307	1,899	-4,013	0	142,193	142,132	-61	66,161	53,567	-12,593	G
	Gross Income	-66,649	0	4,718	0	-61,931	-61,850	81	-32,688	-31,642	1,046	G
		77,658	1,899	705	0	80,262	80,282	20	33,472	21,926	-11,547	G
CEO	Chief Executive's Office											
	Gross Expenditure	16,360	508	9,975	0	26,843	26,499	-344	12,525	12,353	-172	G
	Gross Income	-7,966	0	-1,073	0	-9,039	-9,039	0	-5,124	-5,862	-738	G
		8,394	508	8,902	0	17,804	17,460	-344	7,401	6,491	-910	G
	Less recharges to other directorates	-49,078				-49,078	-49,078	0			0	G
		49,078				49,078	49,078	0			0	G
	Directorate Expenditure Total	934,372	5,986	-17,232	0	923,126	920,422	-2,704	417,635	362,480	-55,155	G
	Directorate Income Total	-522,871	0	17,262	0	-505,609	-505,528	81	-241,915	-229,048	12,867	G
	Directorate Total Net	411,501	5,986	30	0	417,517	414,894	-2,623	175,720	133,432	-42,287	G

August Financial Monitoring and Business Strategy Delivery Report
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Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2011/12 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	£000 (12)	(13)
	Contributions to (+)/from (-)reserves	8,366	-5,986			2,380	6,301	3,921				
	Contribution to (+)/from(-) balances	2,800				2,800	2,800	0				
	Pensions - Past Service Deficit Funding	1,500				1,500	1,500	0				
	Capital Financing	37,001				37,001	37,001	0				
	Interest on Balances	-4,348				-4,348	-4,348	0				
	Additional funding to be allocated					0		0				
	Strategic Measures Budget	45,319	-5,986	0	0	39,333	43,254	3,921				
	Government Grants	-52,964		-30		-52,994	-52,994	0				
	Council Tax	-4,019				-4,019	-4,019	0				
	Revenue Support Grant	-2,193				-2,193	-3,491	-1,298				
	Business rates	-113,119				-113,119	-113,119	0				
	Council Tax Requirement	284,525	0	0	0	284,525	284,525	0				

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012
Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012 underspend - overspend +	Projected Year end Variance Traffic Light
		Original Budget £000 (3)	Brought Forward from 2011/12 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	£000 (12)	(13)
CEF1	Education & Early Intervention											
	Gross Expenditure	76,372	1,268	1,659	0	79,299	76,888	-2,411	31,618	26,345	-5,272	A
	Gross Income	-29,443	0	-3,111	0	-32,554	-32,554	0	-12,005	-12,444	-439	G
		46,929	1,268	-1,452	0	46,745	44,334	-2,411	19,613	13,902	-5,711	R
CEF2	Children's Social Care											
	Gross Expenditure	47,509	649	421	0	48,579	48,738	159	20,091	16,869	-3,222	G
	Gross Income	-6,079	0	-688	0	-6,767	-6,767	0	-2,663	-2,540	124	G
		41,430	649	-267	0	41,812	41,971	159	17,428	14,329	-3,098	G
CEF3	CEF Central Costs											
	Gross Expenditure	22,299	540	-716	0	22,123	22,123	0	9,218	8,987	-231	G
	Gross Income	-464	0	141	0	-323	-323	0	-134	-95	39	G
		21,835	540	-575	0	21,800	21,800	0	9,084	8,892	-192	G
CEF4	Schools											
	Gross Expenditure	421,211	0	-14,631	0	406,580	406,580	0	169,407	144,510	-24,898	G
	Gross Income	-425,591	0	15,969	0	-409,622	-409,622	0	-169,086	-153,770	15,317	G
		-4,380	0	1,338	0	-3,042	-3,042	0	321	-9,260	-9,581	G
	Less recharges within directorate	-3,884				-3,884	-3,884	0			0	G
		3,884				3,884	3,884	0			0	G
	Directorate Expenditure Total	563,507	2,457	-13,267	0	552,697	550,445	-2,252	230,334	196,711	-33,623	G
	Directorate Income Total	-457,693	0	12,311	0	-445,382	-445,382	0	-183,889	-168,848	15,041	G
	Directorate Total Net	105,814	2,457	-956	0	107,315	105,063	-2,252	46,445	27,863	-18,582	A

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Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2011/12 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	underspend - overspend + £000 (12)	(13)
SCS1	Adult Social Care											
	Gross Expenditure	199,968	550	-673	0	199,845	199,917	72	83,311	74,993	-8,319	G
	Gross Income	-45,284	0	148	0	-45,136	-45,136	0	-18,807	-21,286	-2,479	G
		154,684	550	-525	0	154,709	154,781	72	64,505	53,707	-10,798	G
SCS2	Community Safety											
	Gross Expenditure	4,268	12	153	0	4,433	4,333	-100	1,815	1,802	-13	A
	Gross Income	-1,196	0	-153	0	-1,349	-1,349	0	-562	-498	64	G
		3,072	12	0	0	3,084	2,984	-100	1,253	1,304	51	A
SCS3	Quality & Compliance											
	Gross Expenditure	29,753	468	513	0	30,734	30,715	-19	12,807	13,084	277	G
	Gross Income	-1,870	0	127	0	-1,743	-1,743	0	-726	-753	-26	G
		27,883	468	640	0	28,991	28,972	-19	12,081	12,331	251	G
SCS4	Community Services											
	Gross Expenditure	9,985	0	-9,985	0	0	0	0	0	0	0	
	Gross Income	-1,184	0	1,184	0	0	0	0	0	0	0	
		8,801	0	-8,801	0	0	0	0	0	0	0	
SCS5	Fire & Rescue and Emergency Planning											
	Gross Expenditure	25,480	92	65	0	25,637	25,637	0	10,682	9,970	-712	G
	Gross Income	-285	0	0	0	-285	-285	0	-119	-159	-40	G
		25,195	92	65	0	25,352	25,352	0	10,563	9,811	-752	G
	Less recharges within directorate	-10,178				-10,178	-10,178	0			0	G
		10,178				10,178	10,178	0			0	G
	Directorate Expenditure Total	259,276	1,122	-9,927	0	250,471	250,424	-47	108,615	99,849	-8,766	G
	Directorate Income Total	-39,641	0	1,306	0	-38,335	-38,335	0	-20,214	-22,696	-2,482	G
	Directorate Total Net	219,635	1,122	-8,621	0	212,136	212,089	-47	88,401	77,153	-11,248	G

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Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2011/12 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	underspend - overspend + £000 (12)	(13)
EE1	Highways & Transport											
	Gross Expenditure	54,016	0	-325	0	53,691	53,302	-389	22,371	14,603	-7,768	G
	Gross Income	-11,396	0	0	0	-11,396	-11,341	55	-4,748	-4,106	642	G
		42,620	0	-325	0	42,295	41,961	-334	17,623	10,496	-7,127	G
EE2	Growth & Infrastructure											
	Gross Expenditure	58,464	1,435	-5,049	0	54,850	54,938	88	22,884	17,290	-5,595	G
	Gross Income	-30,324	0	5,060	0	-25,264	-25,214	50	-10,527	-10,543	-17	G
		28,140	1,435	11	0	29,586	29,724	138	12,358	6,746	-5,611	G
EE3	Oxfordshire Customer Services											
	Gross Expenditure	41,656	419	1,358	0	43,433	43,673	240	18,097	18,896	799	G
	Gross Income	-41,450	0	-342	0	-41,792	-41,816	-24	-17,414	-16,990	424	G
		206	419	1,016	0	1,641	1,857	216	684	1,907	1,223	R
EE4	Director's Office											
	Gross Expenditure	6,692	45	3	0	6,740	6,740	0	2,808	2,779	-30	G
	Gross Income	0	0	0	0	0	0	0	0	-3	-3	G
		6,692	45	3	0	6,740	6,740	0	2,808	2,776	-32	G
	Less recharges within directorate	-16,521				-16,521	-16,521	0			0	G
		16,521				16,521	16,521	0			0	G
	Directorate Expenditure Total	144,307	1,899	-4,013	0	142,193	142,132	-61	66,161	53,567	-12,593	G
	Directorate Income Total	-66,649	0	4,718	0	-61,931	-61,850	81	-32,688	-31,642	1,046	G
	Directorate Total Net	77,658	1,899	705	0	80,262	80,282	20	33,472	21,926	-11,547	G

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Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) <i>August</i> 2012	Actual Expenditure (Net) <i>August</i> 2012	Variation to Budget <i>August</i> 2012	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2011/12 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	£000 (10)	£000 (11)	underspend - overspend + £000 (12)	(13)
CEO1	Chief Executive & Business Support											
	Gross Expenditure	2,036	116	-586	0	1,566	1,510	-56	653	601	-51	A
	Gross Income	-788	0	0	0	-788	-788	0	-328	-329	0	G
		1,248	116	-586	0	778	722	-56	324	272	-52	R
CEO2	Human Resources											
	Gross Expenditure	1,484	214	252	0	1,950	1,950	0	813	609	-203	G
	Gross Income	-1,345	0	0	0	-1,345	-1,345	0	-560	-588	-28	G
		139	214	252	0	605	605	0	252	21	-231	G
CEO3	Corporate Finance & Internal Audit											
	Gross Expenditure	2,429	0	130	0	2,559	2,397	-162	1,066	1,005	-61	R
	Gross Income	-2,417	0	106	0	-2,311	-2,311	0	-963	-1,011	-48	G
		12	0	236	0	248	86	-162	103	-6	-110	R
CEO4	Law & Culture											
	Gross Expenditure	6,987	126	10,075	0	17,188	17,251	63	7,199	7,360	161	G
	Gross Income	-4,050	0	-1,211	0	-5,261	-5,261	0	-2,247	-2,714	-467	G
		2,937	126	8,864	0	11,927	11,990	63	4,952	4,646	-306	G
CEO5	Strategy & Communications											
	Gross Expenditure	2,859	52	104	0	3,015	2,826	-189	1,256	1,272	16	R
	Gross Income	-2,492	0	32	0	-2,460	-2,460	0	-1,025	-1,220	-195	G
		367	52	136	0	555	366	-189	231	52	-179	R
CEO6	Corporate & Democratic Core											
	Gross Expenditure	3,691	0	0	0	3,691	3,691	0	1,538	1,506	-32	G
	Gross Income	0	0	0	0	0	0	0	0	0	0	
		3,691	0	0	0	3,691	3,691	0	1,538	1,506	-32	G
	Less recharges within directorate	-3,126				-3,126	-3,126	0			0	G
		3,126				3,126	3,126	0			0	G
	Directorate Expenditure Total	16,360	508	9,975	0	26,843	26,499	-344	12,525	12,353	-172	G
	Directorate Income Total	-7,966	0	-1,073	0	-9,039	-9,039	0	-5,124	-5,862	-738	G
	Directorate Total Net	8,394	508	8,902	0	17,804	17,460	-344	7,401	6,491	-910	G

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CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CEF	Oct	Move additional cost centres in line with Children's Social Care services restructure	CEF2-2	Corporate Parenting	P	-949.5	0.0
			CEF2-3	Social Care	P	949.5	0.0
		Additional funding for meeting academy conversion costs	CEF1-4	Education	T	-300.0	0.0
			CEF1-5	Organisation & Planning	T	300.0	0.0
EE	Oct	Income no longer receivable offset by matching reductions in planned expenditure	EE3-3	ICT	P	-766.0	766.0
Grand Total						-766.0	766.0

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Earmarked Reserves	2012/13				July 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
	Balance at 1 April 2012 £000	Movement		Balance at 31 March 2013 £000			
		Contributions from Reserve £000	Contributions to Reserve £000				
Children, Education & Families							
Primary	18,085	-9,237	76	8,924	8,924	0	
Secondary	9,469	-6,516	10	2,963	2,963	0	
Special	1,745	-872	1	874	874	0	
Sub-total schools' revenue reserves	29,299	-16,625	87	12,761	12,761	0	
School Loans	-902		289	-613	-613	0	
Sub Total	28,397	-16,625	376	12,148	12,148	0	
Schools' Contingency	11			11	11	0	
Schools' Partnerships	247			247	247	0	
Schools' Insurance	276			276	276	0	
Supply Cover	-23			-23	-23	0	
Total Schools' Reserves	28,908	-16,625	376	12,659	12,659	0	
<u>Self-Financing Services</u>							
Residential Centres	117	-3		114	114	0	
ICT Service	65	-65		0	0	0	
Governor Services	115			115	115	0	
Roundabout Daycare	0			0	0	0	
Forest School Training	48	-48		0	0	0	
Safeguarding Board	282	-21		261	261	0	
Joint Use Reserve	319			319	319	0	
<u>Equipment & Vehicles Reserve</u>							
Oxfordshire Rural Children's Centres	28			28	28	0	To be used as required in future years to maintain and replace rural children's centre vehicles.
Youth Management Committee	291	-130		161	161	0	To be used in 2012/13 by Early Intervention Service for a vehicle at the Witney hub, work at Blackbird Leys and Rose Hill satellites , projects at Riverside, and other spend by satellites.
North Oxfordshire Children's Centre (capital)	79			79	79	0	Contribution to proposed capital works (minor extension and alterations) taking place in 2012/13.
<u>Projects</u>							
Youth Offending Service	0			0	0	0	
ICT Projects	999	-999		0	0	0	Funding for the Framework I developments, Youth Offending Information System, Single Child Record project and Information Management has now been transferred to Environment & Economy as ICT are now managing these projects.
Joint Working with Police	622			622	622	0	To fund a two year project due to anticipated increase in referrals and work . Planned to be spent by March 2014.
School Intervention Fund	1,861	-1,861		0	0	0	For school improvement projects in line with Education Strategy. Planned to be spent in 2012/13.

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EARMARKED RESERVES

Earmarked Reserves	Balance at 1 April 2012 £000	2012/13 Movement		Balance at 31 March 2013 £000	July 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
<u>Other</u>							
Foster Carer Loans	204		17	221	204	17	To meet Children's Act loans write off and interest costs in future years.
Academies Conversion Support	600	-600	331	331	0	331	To manage the costs arising in legal services, human resources, property, finance and other areas as a consequence of school conversions to academies, and to provide the opportunity to investigate and implement alternate trust structures for groups of schools considering conversion to academies.
School amalgamations	140			140	140	0	To fund costs incurred by the local authority associated with school amalgamations. These potential amalgamations include the merger of attached nurseries into the associated primary school and the merger of separate infant and junior schools into an all-through primary.
Staff Training & Development	158			158	158	0	Balance of funding agreed by Council in February 2011 for training and staff development towards new ways of working following restructure within CEF. To be spent during 2012/13.
Pay Protection Costs	0			0	0	0	New reserve agreed at Cabinet in September. Proposing to make contribution of £0.442
Early Intervention Service (EIS) Reserve : Equipment	369	-25		344	344	0	(previously called Early Intervention Service Equipment Reserve) To be used as required in future years for maintenance and replacement of equipment across all hubs e.g. minibuses, portable climbing wall.
Teens & Toddlers Project			75	75	75	0	Contractual commitments due to be paid in 2013/14.
TRIO & Guideposts			131	131	131	0	Contractual commitments due to be paid in 2013/14.
Art Room Project			0	0	0	0	Self-financing project.
Relocation Allowances			174	174	174	0	To pay relocation allowances over the next 4 years.
<u>Grants and contributions</u>							
Dedicated Schools Grant	4,717	-1,771	936	3,882	3,754	128	To be spent within the schools budget. Schools Forum were consulted on the use of £1.771m on 21 June 2012. Of this £1.044m has been agreed with further details being taken to Finance & Deprivation Sub-committee on the remaining items on 5 July 2012. A paper on the remaining underspend balance will be taken to Schools Forum later in the year.
National Citizen Service	21	-21		0	0	0	Grant funding.
Therapeutic Service	85	-85		0	0	0	Funding from PCT.
Young Carers	80	-80		0	0	0	Funding from PCT.
Reducing youth homelessness	49	-49		0	0	0	Funding from Cherwell DC/DCLG.
National Council for School Leadership	10	-10		0	0	0	Grant funding.
British Council Grant	11	-11		0	0	0	Funding for International Office.
Total Non-Schools Reserves	11,270	-5,779	1,664	7,155	6,679	476	
CEF Directorate Total	40,178	-22,404	2,040	19,814	19,338	476	
Social & Community Services							
Older People Pooled Budget and Learning Disabilities	6,238	-4,586		1,652	1,652	0	To be used in future years as agreed by the Joint Management Group
Pooled Budget Reserve	64			64	64	0	Reserve to provide for client income refunds
OSJ Client Income Reserve	0			0	0	0	Used to hold under-spends from Personal Budget Allocations no longer required.
Personal Budgets	23			23	23	0	Reserve set up in 2008/9 to cover any S117 re-assessments.
S117 Reserve	800			800	800	0	
Grants & Contributions							
<u>Fire & Rescue</u>							
Securing Water Supplies	70			70	70	0	To be used for unbudgeted fire hydrant work
Protective Clothing	65			65	65	0	Replacement of personal protective clothing
Breathing Apparatus Equipment	230			230	230	0	Renewal of breathing apparatus equipment
Communications Fund	123			123	123	0	Renewal of communications equipment
Vehicles	590	-930	870	530	530	0	Planned renewal of the the Fire & Rescue vehicles.
IT	73			73	73	0	Renewal of IT equipment
Rescue Equipment	26			26	26	0	Renewal of Rescue equipment
Fire Control	1,085			1,085	1,085	0	Funding of the proposed joint Oxfordshire / Berkshire Fire Control Centre. Includes specific revenue grant for this programme.

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Earmarked Reserves	Balance at 1 April 2012 £000	2012/13 Movement		Balance at 31 March 2013 £000	July 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
Fire Link	139			139	139	0	Renewal of Rescue equipment
New Dimensions	50			50	50	0	For costs relating to the ownership of New Dimensions specialist vehicles
<u>Emergency Planning</u>							
Vehicle Renewals	42			42	42	0	Renewal of Emergency Planning vehicles
<u>Safer Communities</u>							
Grants & Contributions	26			26	26	0	Contributions from district councils and other partners for Domestic Homicide Review
<u>Trading Standards</u>							
Vehicles Replacement Reserve	7			7	7	0	Renewal of Trading Standards vehicles
General Reserve	15			15	15	0	To be used for costs of complex investigations (e.g. expert witnesses)
Trading Standards Reserve	12			12	12	0	To fund trainee costs
Gypsy & Traveller Services - Site Refurbishment	128	-64		64	64	0	To be used for works at the Redbridge site.
SCS Directorate Total	9,806	-5,580	870	5,096	5,096	0	
Environment & Economy							
Vehicle Renewals	65			65	65	0	To fund future replacement of vehicles
<u>Highways & Transport</u>							
Highways Winter Maintenance	18			18	18	0	
Transport	250			250	250	0	
Tourism Signs	102			102	102	0	
Area Stewardship	413		600	1,013	1,013	0	To manage the funding available for the Area Stewardship scheme
On Street Car Parking	1,990	-1,807	1,512	1,695	1,695	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.
Cotswold & Malvern TP Reserve	15			15	15	0	
Grants and Contributions - Community Transport	523	-192		331	333	-2	£523k Community Transport grant
<u>Growth & Infrastructure</u>							
Countryside Ascot Park	19			19	19	0	
Carbon Reduction	60			60	60	0	
SALIX Repayments	16			16	16	0	
Dix Pit WRC Development	13			13	13	0	
Oxfordshire Waste Partnership Joint Reserve	102			102	102	0	This reserve holds the revenue proportion of the unutilised element of the performance reward grant secured by the Oxfordshire Waste Partnership (OWP)
Dix Pit Engineering Works	567		167	734	734	0	To fund engineering work at Dix Pit waste management site
Waste Management	2,007			2,007	2,007	0	To fund future initiatives to minimise the potential impact of Landfill Allowance Trading Scheme fines
Capital Salaries transfer	53			53	53	0	
Property Disposal Costs	159			159	159	0	To meet disposal costs in excess of the 4% eligible to be charged against capital receipts
Developer Funding (Revenue)	237			237	237	0	To meet the costs of monitoring Section 106 agreements
West End Partnership	137	-58		79	79	0	This reserve is to ring-fence funding relating to the West End Project
Food with Thought / QCS Cleaning	1,471			1,471	1,471	0	To be used to invest in the business plus a contingency for unforeseen costs
Minerals and Waste Project			60	60	60	0	NEW RESERVE - To fund the Minerals and Waste project
Grants and Contributions - Countryside Services	193	-87		106	106	0	£193k Countryside Services Grants

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Earmarked Reserves	2012/13			Balance at 31 March 2013 £000	July 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
	Balance at 1 April 2012 £000	Contributions from Reserve £000	Contributions to Reserve £000				
Oxfordshire Customer Services							
Development Reserve	1,069	-147		922	922	0	Used to fund projects which will contribute to the business strategy
Money Management Reserve	70			70	70	0	Contingency in case of an overspend if income received is less than budget
Oxfordshire - Buckinghamshire partnership	206			206	206	0	This reserve is to ring-fence funding for the Oxfordshire & Buckinghamshire Partnership graduate teacher training programme
Customer Service Centre Reserve	1,892	-400		1,492	1,492	0	Project funding
Schools ICT	10	-10		0	0	0	Funding for the further development of a Learning Platform for Schools
ICT projects	1,166	-1,166	943	943	943	0	Used to fund the costs of major ICT projects. Increase relates to funding for Information Management projects transferred in from CEF.
Grants and Contributions	64	-64		0	0	0	Customer Services Centre
EE Directorate Total	12,887	-3,931	3,282	12,238	12,240	-2	
Chief Executive's Office							
<u>Chief Executive & Business Support</u>							
Change Fund	771	-612		159	159	0	For projects that meet criteria set by the Chief Executive for modernisation and change
Big Society Fund	163	-163		0	0	0	Balance of the 2011/12 Big Society Fund to be used in 2012/13
<u>Corporate Finance & Internal Audit</u>							
CIPFA Trainees	58			0	0	0	This provides cover for any unbudgeted CIPFA trainee costs - pay costs fluctuate according to the
FMSIS Audit	0			0	0	0	To be used for school audits
<u>Human Resources</u>							
Change Management & New Ways of Working	160	-160		0	0	0	To support the project as it continues in 2012/13
<u>Law & Governance Services</u>							
Coroner's Service	133			133	133	0	To support various projects that will be completed by 2014
Council Elections	333		204	537	462	75	This will be used for the 2013 election. In years where no County Elections take place any
Registration Service	553			553	553	0	To be used for refurbishing the Registration buildings and facilities
<u>Cultural Services:</u>							
Cultural Services General	133	-52	59	140	144	-4	Reserve includes: Village Hall Grants £67k, Libraries reserve £10k, Museums £23k and Cultural loans £33k
ICT/Digitisation projects	983	-434	132	681	681	0	To be used to update software & hardware to maintain an effective library management system.
Vehicle Renewals	179		52	231	231	0	Library vehicle renewal fund
Donations	54			54	54	0	Donations from the public to Heritage & Arts for the Museums Service and Oxford Records Office
Library Strategy		-22	82	60	82	-22	NEW RESERVE - To support the delivery of the library strategy
CEO Directorate Total	3,520	-1,443	529	2,606	2,557	49	

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Earmarked Reserves	2012/13				July 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
	Balance at 1 April 2012 £000	Movement		Balance at 31 March 2013 £000			
		Contributions from Reserve £000	Contributions to Reserve £000				
Corporate							
Grants and Contributions	624			624	624	0	
Insurance Reserve	3,459			3,459	3,459	0	
Carry Forward Reserve	8,410	-8,410	2,623	2,623	1,315	1,308	
Capital Reserve	16,942		1,000	17,942	17,942	0	
Rolling Fund Reserve	578		1,068	1,646	1,646	0	
Other Reserves	-1			-1	-1	0	
LABGI Reserve	435		-244	191	435	-244	
Budget Reserve - Aqreed 2009	4,361	-1,020		3,341	3,341	0	Estimated support for Local Economic Partnership (LEP) in 2012/13
Efficiency Reserve	10,829	-434	9,790	20,185	20,185	0	
Prudential Borrowing Reserve	5,033		1,250	6,283	6,283	0	
Corporate Total	50,670	-9,864	15,487	56,293	55,229	1,064	
Total	117,061	-43,222	22,208	96,047	94,460	1,587	

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012
Revenue Balances

Date	Forecast 2012/13		Budget 2012/13
	£m	£m	£m
Outturn 2011/12	13.893		13.734
County Fund Balance	13.893		13.734
Planned Contribution to Balances	2.800		2.800
Original forecast outturn position 2012/13	16.693		16.534
Additions			
Calls on balances deducted		0.000	0.000
Total calls on balances		0.000	-2.000
Automatic calls on/returns to balances		0.000	
Additional Strategic Measures		0.000	
Other items		0.000	
Net Balances	16.693		14.534
Total Gross Expenditure Budget	972.873		408.616
Balances as a % of Gross Expenditure	1.72%		3.56%
Net Balances	16.693		
Calls on balances agreed but not actioned			
Calls on balances requested in this report		0.000	
		0.000	
Revised Outturn position	16.693		

Consolidated Revenue Balances

Outturn 2011/12

13.893

Less forecast year end balances as at August 2012

-16.693

Forecast movement on County Fund Balance

-2.800

August Financial Monitoring and Business Strategy Delivery Report

CABINET - 16 October 2012

Ringfenced Government Grants - 2012/13

Directorate	Budget Book	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this month	Latest Allocation
	£m	£m	£m	£m
<u>Children, Education & Families</u>				
Ringfenced Grants				
Asylum UASC Fieldwork (reimbursement from Home Office)	1.243	-0.168		1.075
Dedicated Schools Grant 2012/13 Allocation	379.789	-32.840	-9.531	337.418
Intensive Interventions Programme (DfE)	0.195	0.005		0.200
Music	0.704	0.027		0.731
National Citizen Service	0.000	0.184		0.184
Pupil Premium	8.689	-1.352		7.337
Pupil Premium - Summer School Grant	0.000	0.114		0.114
Education Funding Agency – Sixth Form Funding	27.608			27.608
Education Funding Agency – SEN	0.491			0.491
Youth Justice Board	0.924	-0.051		0.873
Sub total Ringfenced Grants	419.643	-34.081	-9.531	376.031
Unringfenced Grants				
Thriving Families - Co-ordinator funding	0.000	0.100		0.100
Thriving Families - Attachment Fee	0.000	0.842		0.842
Sub total Unringfenced Grants	0.000	0.942	0.000	0.942
Total Children, Education & Families	419.643	-33.139	-9.531	376.973
<u>Environment & Economy</u>				
Natural England	0.229			0.229
Skills Funding Agency - Adult Education	3.820			3.820
Education Funding Agency (Formerly the YPLA)			0.264	0.264
Total Environment & Economy	4.049	0	0.264	4.313
Total	423.692	-33.139	-9.267	381.286

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012

Pooled Budgets

Older People, Physical Disabilities and Equipment Pool

Original Budget £m	Latest Budget £m		Forecast Variance August 2012 £m	Forecast Variance July 2012 £m	Change in Variance £m
		Council Elements			
		Older People			
49.644	53.703	Care Homes	+1.874	+1.688	+0.186
26.968	28.852	Community Support Purchasing Budget	-1.336	-1.193	-0.143
		Transfer underspend to reserves	+0.000	+0.000	+0.000
76.612	82.555	Total Older People	0.538	0.495	0.043
		Physical Disabilities			
2.622	2.998	Care Homes	+0.096	+0.000	+0.096
6.158	5.922	Community Support Purchasing Budget	+1.746	+0.000	+1.746
8.780	8.920	Total Physical Disabilities	+1.842	+0.000	+1.842
0.886	1.112	Equipment	+0.366	+0.255	+0.111
86.278	92.587	Total Council Elements	+2.746	+0.750	+1.996
		PCT Elements			
24.549	24.458	Older People	+3.196	+2.588	+0.608
6.331	6.625	Physical Disabilities	+0.087	-0.049	+0.136
0.308	0.832	Equipment	+0.121	+0.083	+0.038
31.188	31.915	Total PCT Elements	+3.404	+2.622	+0.782
117.466	124.502	Total Older People, Physical Disabilities and Equipment Pool	+6.150	+3.372	+2.778

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012

Pooled Budgets

Learning Disabilities Pool

Original Budget £m	Latest Budget £m		Forecast Variance August 2012 £m	Forecast Variance July 2012 £m	Change in Variance £m
		Council Elements			
50.78	49.665	Personal Budgets	-0.844	-0.844	+0.000
16.050	16.828	Other Services	+0.001	+0.001	+0.000
66.830	66.493	Total Council Elements	-0.843	-0.843	+0.000
12.346	12.424	Total PCT Elements	-0.157	-0.157	+0.000
79.176	78.917	Total Learning Disabilities Pool	-1.000	-1.000	+0.000

August Financial Monitoring and Business Strategy Delivery Report
CABINET - 16 October 2012

Oxfordshire County Council's Treasury Management Lending List
as at 24 September 2012

Counterparty Name	Lending Limits			
	Standard Limit £	Group Limit £	Group	Period Limit
<u>PENSION FUND Call Accounts / Money Market Funds</u>				
Santander UK plc - PF A/c	50% Pension Fund Portfolio			O/N
Lloyds TSB Bank plc - Callable Deposit A/c (OXFORDCCPEN)	50% Pension Fund Portfolio			12 mths
Royal Bank of Scotland Liquidity Select A/c	50% Pension Fund Portfolio			O/N
Ignis Sterling Liquidity Fund - (Pension Fund)	50% Pension Fund Portfolio			6 mths
<u>Call Accounts / Money Market Funds</u>				
Santander UK plc - Main A/c	5,000,000	5,000,000	a	O/N
Lloyds TSB Bank plc - Callable Deposit A/c	25,000,000	25,000,000	b	12 months
Royal Bank of Scotland - Call A/c	10,000,000			O/N
Svenska Handelsbanken - Call A/c	25,000,000	25,000,000	c	100 days
Goldman Sachs Sterling Liquid Reserves Fund	25,000,000			6 mths
Deutsche Managed Sterling Fund	25,000,000			6 mths
Prime Rate	9,000,000			6 mths
Ignis Sterling Liquidity Fund - (County Council)	25,000,000			6 mths
Legal and General Investment Management	25,000,000			6 mths
<u>Money Market Deposits</u>				
Santander UK plc Time Deposit Facility	5,000,000	5,000,000	a	O/N
Bank of Montreal	25,000,000			12 mths
Bank of Nova Scotia	25,000,000			12 mths
Barclays Bank Plc	15,000,000			3 mths
Canadian Imperial Bank of Commerce	25,000,000			12 mths
Commonwealth Bank of Australia	25,000,000			12 mths
Debt Management Account Deposit Facility	100% Portfolio			6 mths
English, Welsh and Scottish Local Authorities (limit applies to individual authorities)	25,000,000			3 years
HSBC Bank plc	25,000,000			12 mths
JP Morgan Chase Bank	15,000,000			3 mths
Lloyds TSB Bank plc	25,000,000	25,000,000	b	12 months
National Australia Bank	25,000,000			12 mths
National Bank of Canada	10,000,000			6 mths
Nationwide Building Society	15,000,000			3 mths
Royal Bank of Canada	25,000,000			6 mths
Royal Bank of Scotland	10,000,000			O/N
Standard Chartered Bank	25,000,000			3 mths
Svenska Handelsbanken	25,000,000	25,000,000	c	100 days
Toronto-Dominion Bank	25,000,000			12 mths

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Financial Monitoring Report August 2012 (Cabinet October 2012)
Capital Programme 2012/13 to 2016/17

Summary

Directorate	Latest Approved Capital Programme (Cabinet July 2012)			Latest Forecast			Variation			Current Year Expenditure Monitoring				Performance Compared to Original Programme (Council February 2011)		
	Current Year	Future Years	Total	Current Year	Future Years	Total	Current Year	Future Years	Total	Actual expenditure to date	Commitments	Expenditure Realisation Rate	Actuals & Commitments	Current Year	Variation	Use of Resources Variation
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	%	%	£'000s	£'000s	%
Children, Education & Families 1 - OCC	20,886	117,132	138,018	21,204	118,100	139,304	318	968	1,286	3,637	4,767	17%	40%	20,102	1,102	5%
Social & Community Services	3,391	20,129	23,520	3,645	19,285	22,930	254	-844	-590	678	1,177	19%	51%	3,041	604	20%
Environment & Economy 1 - Transport	23,157	68,083	91,240	22,530	68,999	91,529	-627	916	289	1,584	8,329	7%	44%	24,115	-1,585	-7%
Environment & Economy 2 - Other Property Development Programmes	1,749	28,245	29,994	1,708	28,295	30,003	-41	50	9	-42	257	-2%	13%	2,314	-606	-26%
Chief Executive's Office	956	1,781	2,737	956	1,781	2,737	0	0	0	125	351	13%	50%	835	121	14%
Total Directorate Programmes	50,139	235,370	285,509	50,043	236,460	286,503	-96	1,090	994	5,982	14,881	12%	42%	50,407	-364	-1%
Schools Local Capital	5,063	8,966	14,029	5,107	8,966	14,073	44	0	44	0	0	0%	0%	5,155	-48	-1%
Earmarked Reserves	0	62,889	62,889	0	65,081	65,081	0	2,192	2,192					70	-70	-100%
OVERALL TOTAL	55,202	307,225	362,427	55,150	310,507	365,657	-52	3,282	3,230	5,982	14,881	11%	38%	55,632	-482	-1%

Financial Monitoring Report August 2012 (Cabinet October 2012)

Capital Programme 2012/13 to 2016/17

In-year Expenditure Forecast Variations

Project / Programme Name	Previous 2012/13 Forecast* £'000s	Revised 2012/13 Forecast £'000s	Variation £'000s	Comments
Children, Education & Families Existing Demographic Pupil Provision (Basic Needs Programme)	2,779	1,262	-1,517	Projects being developed. Draw down of budget provision for the projects below.
11/12 Basic Need Programme Completions	148	120	-28	
Oxford, Rose Hill (ED807)	0	410	410	
Oxford, Cutteslowe - (Phase 2) 2 class modular (ED796)	0	375	375	
Woodstock, - (Phase 1) Internal alterations (ED809)	0	60	60	Complete Sept 2012.
Orchard Meadow, - (Phase 1) Internal alterations (ED819)	0	76	76	Complete Sept 2012.
Cholsey (ED783)	0	1,050	1,050	Stage 2 Approval, started Aug 2012.
School Structural Maintenance (Inc Health & Safety) Health & Safety - CE&F	5,941 44	5,531 0	-410 -44	£435k transferred to Cholsey & Rosehill. Budget provision for Great Tew ED808 transferred to the school.
Retentions	111	334	223	
Other Small Changes			123	Final Account settled for SS Philip & James School
CE&F TOTAL IN-YEAR VARIATION			318	
Schools Local Capital Devolved Formula Capital	5,063	5,107	44	Budget provision for Great Tew ED808 transferred to the school from H&S provision.
SCHOOLS LOCAL CAPITAL TOTAL IN-YEAR VARIATION			44	
Social & Community Services Joint Control room Other Small Changes	25	150	125	Report to Cabinet 17 July 2012.
S&CS TOTAL IN-YEAR VARIATION			254	
Highways & Transport Thornhill Park & Ride Extensions Bicester Town Centre Access Improvements LSTF Cycle Improvements Oxford West Way - A34 Slip Rd Polash Bridge Other Small Changes	3,101 0 0 0 444	2,138 500 100 248 0	-963 500 100 248 -444 -68	Savings Identified. New Scheme - S106 funded New grant funded scheme. New S106 funded scheme. Final account to be settled with Network Rail - amount being held in earmarked reserves
HIGHWAYS & TRANSPORT TOTAL IN-YEAR VARIATION			-627	
Environment & Economy (excluding Transport) Other Small Changes			-41	
E&E TOTAL IN-YEAR VARIATION			-41	
CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION			-52	

*As approved by Cabinet 17 July 2012

Financial Monitoring Report August 2012 (Cabinet October 2012)
Capital Programme 2012/13 to 2016/17

New Schemes & Budget Changes

Project / Programme Name	Previous Total Budget* £'000s	Revised Total Budget £'000s	Variation £'000s	Comments
Children, Education & Families				
Oxford Spires Academy	8,250	8,058	-192	ED805 Stage 1 approved. Grant funding adjusted due to VAT status for Academies.
Existing Demographic Pupil Provision (Basic Needs Programme)	22,369	21,269	-1,100	Projects being developed. Draw down of budget provision for the projects below.
11/12 Basic Need Programme Completions	2,020	2,035	15	Additional Health & Safety funding for Asbestos removal.
Oxford, Rose Hill (ED807)	27	470	443	Includes External Funding. On site.
Oxford, Cutteslowe - (Phase 2) 2 class modular (ED796)	5	413	408	Stage 2 Approval, started Aug 2012.
Woodstock, - (Phase 1) Internal alterations (ED809)	0	64	64	Complete Sept 2012.
Orchard Meadow, - (Phase 1) Internal alterations (ED819)	0	80	80	Complete Sept 2012.
Cholsey (ED783)	39	1,800	1,761	Includes External Funding. Stage 2 Approval, started Aug 2012
School Structural Maintenance (inc Health & Safety) Retentions	29,583 1,365	29,148 1,588	-435 223	£435k transferred to Cholsey & Rosehill. Final Account settled for SS Philip & James School
Health & Safety - CE&F	74	30	-44	Budget provision for Great Tew ED808 transferred to the school.
Other Small Changes			63	
CE&F TOTAL PROGRAMME SIZE VARIATION			1,286	
Schools Local Capital				
Devolved Formula Capital	19,247	19,291	44	Budget provision for Great Tew ED808 transferred to the school from H&S provision.
SCHOOLS LOCAL CAPITAL TOTAL PROGRAMME SIZE VARIATION			44	
Social & Community Services				
Joint Control room	1,150	500	-650	Report to Cabinet 17 July 2012.
Other Small Changes			60	
S&CS TOTAL PROGRAMME SIZE VARIATION			-590	
Highways & Transport				
Thornhill Park & Ride Extensions	4,499	3,499	-1,000	Savings identified - £944k of corporate funding returned to the capital programme and £56k of S106 funding.
Bicester Town Centre Access Improvements	0	1,310	1,310	New Scheme - S106 funded
LSTF Cycle Improvements	0	100	100	New grant funded scheme.
Oxford West Way - A34 Slip Rd	0	248	248	New S106 funded scheme.
Potash Bridge	996	552	-444	Final account to be settled with Network Rail - amount being held in earmarked reserves
Other Small Changes			75	
HIGHWAYS & TRANSPORT TOTAL PROGRAMME SIZE VARIATION			289	
Environment & Economy (excluding Transport)				
Other Small Changes			9	
E&E TOTAL PROGRAMME SIZE VARIATION			9	
CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION			1,038	

*As approved by Cabinet 17 July 2012

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CAPITAL PROGRAMME: 2012 / 13 TO 2016 / 17

Programme		Capital Investment Programme						CAPITAL INVESTMENT TOTAL £'000s
		Current Year	Firm Programme	Provisional Programme				
				2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	
Children, Education & Families 1 - OCC		21,204	42,059	47,794	20,818	7,429	0	139,304
Children, Education & Families 2 - Schools Local Capital		5,107	3,881	1,695	1,695	1,695	0	14,073
Social & Community Services		3,645	12,611	3,026	2,345	1,303	0	22,930
Environment & Economy 1 - Transport		22,530	27,554	17,882	11,135	12,428	0	91,529
Environment & Economy 2 - Other Property Development Programmes		1,708	16,329	6,708	3,950	1,308	0	30,003
Chief Executive's Office		956	706	575	500	0	0	2,737
TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE		55,150	103,140	77,680	40,443	24,163	0	300,576
Earmarked Reserves		0	12,042	12,478	12,188	28,373	0	65,081
TOTAL ESTIMATED CAPITAL PROGRAMME		55,150	115,182	90,158	52,631	52,536	0	365,657
TOTAL ESTIMATED PROGRAMME RESOURCES		59,898	108,501	73,922	49,799	47,378	0	339,498
In-Year Shortfall (-) /Surplus (+)		4,748	-6,681	-16,236	-2,832	-5,158	0	-26,159
Cumulative Shortfall (-) / Surplus (+)	26,362	31,110	24,429	8,193	5,361	203	203	203

SOURCES OF FUNDING		2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	2017 / 18	CAPITAL RESOURCES TOTAL
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
SCE(R) Formulaic Capital Allocations - Credit Approval		0	0	0	0	0	0	0
SCE(C) Formulaic Capital Allocations - Grant		35,546	50,480	33,340	31,490	32,166	0	183,022
SCE(R) Supplementary Credit Approval		0	0	0	0	0	0	0
SCE(C) Supplementary Grant Approval		184	1,727	0	0	0	0	1,911
Devolved Formula Capital- Grant		5,063	3,881	1,695	1,695	1,695	0	14,029
Prudential Borrowing		2,153	17,277	7,040	1,440	8,119	0	36,029
Grants		3,682	9,813	2,758	0	65	0	16,318
Developer Contributions		6,445	14,924	28,680	14,262	1,357	0	65,668
District Council Contributions		737	70	5	0	0	0	812
Other External Funding Contributions		247	451	128	0	0	0	826
Revenue Contributions		893	1,261	276	240	84	0	2,754
Schools Contributions		200	0	0	0	0	0	200
Use of Capital Receipts		0	15,298	5,159	672	3,892	0	25,021
Use of Capital Reserves		0	0	11,077	2,832	5,158	0	19,067
TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED		55,150	115,182	90,158	52,631	52,536	0	365,657
TOTAL ESTIMATED PROGRAMME RESOURCES AVAILABLE		59,898	108,501	73,922	49,799	47,378	0	339,498
Usable Capital Receipts C/Fwd	9,420	11,840	5,159	0	0	0	0	0
Capital Reserve C/Fwd	16,942	19,270	19,270	8,193	5,361	203	203	203

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s			
<u>Primary Capital Programme</u>										
Oxford, Wood Farm - replacement of existing buildings (ED749)	6,037	3,400	2,678	600	0	0	0	12,715	6,678	3,278
Banbury, The Grange - 6 classroom block to replace temporary classrooms (ED739/1)	1,071	540	39	0	0	0	0	1,650	579	39
Bayards (New Scheme) - replacement of existing buildings and additional space to meet basic need	80	300	3,300	2,570	350	0	0	6,600	6,520	6,220
Primary Capital Programme Total	7,188	4,240	6,017	3,170	350	0	0	20,965	13,777	9,537
<u>Secondary Capital Programme</u>										
Wantage, Fitzwaryn - Phase 2 (Modernisation & new Post 16 accommodation) (ED715)	2,312	720	53	0	0	0	0	3,085	773	53
Secondary Capital Programme Total	2,312	720	53	0	0	0	0	3,085	773	53
<u>Academy Programme</u>										
Oxford Academy (ED678)	33,418	149	100	0	0	0	0	33,667	249	100
Oxford Spires Academy	52	100	5,000	2,808	98	0	0	8,058	8,006	7,906
Academy Total	33,470	249	5,100	2,808	98	0	0	41,725	8,255	8,006

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>Provision of School Places (Basic Need)</u>										
Existing Demographic Pupil Provision (Basic Needs Programme)	332	1,262	7,675	5,600	5,170	1,230	0	21,269	20,937	19,675
11/12 Basic Need Programme Completions	1,878	120	37	0	0	0	0	2,035	157	37
Reducing Out of County Provision for SEN Pupils	38	200	3,150	362	0	0	0	3,750	3,712	3,512
Wantage, Charlton - Phase 2 Foundation & Studio (ED787)	289	870	137	0	0	0	0	1,296	1,007	137
Oxford, Windale - Phase 2 (ED792)	189	540	71	0	0	0	0	800	611	71
Oxford, St Nicholas - Phase 2 (ED788)	78	405	32	0	0	0	0	515	437	32
Woodeaton - Modular Classroom (ED791)	15	200	10	0	0	0	0	225	210	10
West Oxford - Modular & Internals (ED790)	119	15	16	0	0	0	0	150	31	16
Yarnton, William Fletcher - Phase 2 (ED799)	19	499	22	0	0	0	0	540	521	22
Oxford, New Marston - Phase 3 (ED797)	11	389	25	0	0	0	0	425	414	25
Oxford, Rose Hill (ED807)	27	410	33	0	0	0	0	470	443	33
Oxford, Cutteslowe - (Phase 2) 2 class modular (ED796)	5	375	33	0	0	0	0	413	408	33
Woodstock, - (Phase 1) Internal alterations (ED809)	0	60	4	0	0	0	0	64	64	4

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
Orchard Meadow, - (Phase 1) Internal alterations (ED819)	0	76	4	0	0	0	0	80	80	4
Cholsey (ED783)	39	1,050	611	100	0	0	0	1,800	1,761	711
Provision of School Places Total	3,039	6,471	11,860	6,062	5,170	1,230	0	33,832	30,793	24,322
Growth Portfolio - New Schools	Note: This section of the programme shows available funding and not the full scheme cost									
<u>South Oxfordshire</u>										
Didcot, Great Western Park - Primary 1 (14 classroom)	0	50	3,275	2,954	225	0	0	6,504	6,504	6,454
Didcot, Great Western Park - Secondary (Phase 1)	0	100	1,600	9,838	4,700	0	0	16,238	16,238	16,138
<u>Cherwell</u>										
Bodicote, Bankside - 10 classroom	0	50	200	3,000	1,000	238	0	4,488	4,488	4,438
Bicester, Gavray Drive - 7 classroom	133	20	75	3,000	555	0	0	3,783	3,650	3,630
Bicester - Secondary P1 (incl existing schools)	0	100	550	6,000	3,350	303	0	10,303	10,303	10,203
Bicester, South West - 14 classroom	11	260	5,000	339	0	0	0	5,610	5,599	5,339
Upper Heyford - New Primary School	0	45	400	4,253	0	0	0	4,698	4,698	4,653
Growth Portfolio Total	144	625	11,100	29,384	9,830	541	0	51,624	51,480	50,855
Improvements to Young People's Centres										
Young People's Centres Total	0	0	0	0	0	0	0	0	0	0

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>Annual Programmes</u>										
Schools Access Initiative	861	500	500	400	400	400	0	3,061	2,200	1,700
Health & Safety - CE&F	30	0	0	0	0	0	0	30	0	0
Health & Safety - Schools	304	400	400	400	400	400	0	2,304	2,000	1,600
Temporary Classrooms - Replacement & Removal	263	300	330	330	330	310	0	1,863	1,600	1,300
Schools Accommodation Intervention & Support Programme	59	100	200	150	150	190	0	849	790	690
School Structural Maintenance (inc Health & Safety)	7,642	5,531	5,225	4,250	3,250	3,250	0	29,148	21,506	15,975
Schools Energy Reduction Programme	0	740	750	750	750	750	0	3,740	3,740	3,000
Annual Programme Total	9,159	7,571	7,405	6,280	5,280	5,300	0	40,995	31,836	24,265
<u>Other Schemes & Programmes</u>										
Loans to Foster/Adoptive Parents (Prudentially Funded)	247	90	90	90	90	293	0	900	653	563
Great Tew (Contribution) Conditional Approval	0	100	0	0	0	0	0	100	100	0
North Leigh - Temporary Classroom	0	56	0	0	0	0	0	56	56	0
Small Projects	1,275	128	0	0	0	0	0	1,403	128	0
Other Schemes & Programmes Total	1,522	374	90	90	90	293	0	2,459	937	563

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>Retentions & Oxford City Schools Reorganisation</u>										
Retentions & Oxford City Schools Reorganisation	6,669	954	434	0	0	65	0	8,122	1,453	499
Retentions & OSCR Total	6,669	954	434	0	0	65	0	8,122	1,453	499
<u>Schools Capital</u>										
Devolved Formula Capital	5,218	5,107	3,881	1,695	1,695	1,695	0	19,291	14,073	8,966
School Local Capital Programme Total	5,218	5,107	3,881	1,695	1,695	1,695	0	19,291	14,073	8,966
CE&F CAPITAL PROGRAMME EXPENDITURE TOTAL	75,666	26,311	45,940	49,489	22,513	9,124	0	229,043	153,377	127,066
CE&F OCC ADJUSTED CAPITAL PROGRAMME EXPENDITURE TOTAL	63,503	21,204	42,059	47,794	20,818	7,429	0	202,807	139,304	118,100

SOCIAL AND COMMUNITY SERVICES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s			
COMMUNITY SAFETY PROGRAMME										
<u>Fire & Rescue Service</u>										
Bicester Fire Station Upgrade (SC108)	287	145	68	0	0	0	0	500	213	68
Fire Equipment	0	75	275	150	0	0	0	500	500	425
Joint Control room		150	350	0	0	0	0	500	500	350
<u>Gypsy & Travellers Sites</u>										
Redbridge Hollow Phase 2 (SS106)	957	765	31	0	0	0	0	1,753	796	31
COMMUNITY SAFETY PROGRAMME TOTAL										
	1,244	1,135	724	150	0	0	0	3,253	2,009	874
SOCIAL CARE FOR ADULTS PROGRAMME										
<u>Mental Health</u>										
Mental Health Projects	454	77	0	0	0	0	0	531	77	0
<u>Residential</u>										
HOPs Phase 1- New Builds	0	0	9,553	0	0	0	0	9,553	9,553	9,553
<u>Specialist Housing Programme (inc ECH - New Schemes & Adaptations to Existing Properties)</u>										
ECH - New Schemes & Adaptations to Existing Properties	417	461	1,793	2,700	2,175	1,029	0	8,575	8,158	7,697
ECH - Greater Leys (SS105)	400	400	210	0	0	0	0	1,010	610	210
ECH - Shotover (SS104)	600	600	0	0	0	0	0	1,200	600	0

SOCIAL AND COMMUNITY SERVICES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
Day Centres										
Banbury Day Centre (SS97)	11	570	39	0	0	0	0	620	609	39
Deferred Interest Loans (CSDP)	142	150	160	160	170	274	0	1,056	914	764
SOCIAL CARE FOR ADULTS PROGRAMME TOTAL	2,024	2,258	11,755	2,860	2,345	1,303	0	22,545	20,521	18,263
STRATEGY AND TRANSFORMATION PROGRAMME										
New Adult Services System (SC107)	297	195	33	0	0	0	0	525	228	33
STRATEGY& TRANSFORMATION PROGRAMME TOTAL	297	195	33	0	0	0	0	525	228	33
Retentions & Minor Works	377	57	99	16	0	0	0	549	172	115
S&CS CAPITAL PROGRAMME EXPENDITURE TOTAL	3,942	3,645	12,611	3,026	2,345	1,303	0	26,872	22,930	19,285

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure										
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)	
		2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	2017 / 18				
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	
NETWORK DEVELOPMENT PROGRAMME											
Thornhill Park & Ride Extensions	555	2,138	806	0	0	0	0	3,499	2,944	806	
London Road Bus Lane	0	0	1,000	0	0	0	0	1,000	1,000	1,000	
Kennington & Hinksey Roundabouts	99	404	2,393	0	0	0	0	2,896	2,797	2,393	
Heyford Hill Roundabout	30	0	0	0	0	0	0	30	0	0	
NETWORK DEVELOPMENT PROGRAMME TOTAL		684	2,542	4,199	0	0	0	0	7,425	6,741	4,199
ROAD SAFETY PROGRAMME											
Speed Limit Review	110	5	0	0	0	0	0	115	5	0	
Other Small & Completed Road Safety Schemes	113	9	0	0	0	0	0	122	9	0	
ROAD SAFETY PROGRAMME TOTAL		223	14	0	0	0	0	0	237	14	0
OXFORD TRANSPORT STRATEGY PROGRAMME											
Fairfax Rd/Purcell Rd Cycle Link	7	49	129	0	0	0	0	185	178	129	
New Headington Transport Improvements	439	98	0	0	0	0	0	537	98	0	
LSTF Cycle Improvements	0	100	0	0	0	0	0	100	100	0	

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>TRANSFORM OXFORD PROGRAMME</u>										
Frideswide Square	385	142	1,550	1,623	0	0	0	3,700	3,315	3,173
Oxford City Fiddlers Island Bridge & Cycle Measure	345	0	0	0	0	0	0	345	0	0
Other Small & Completed OTS schemes	5,949	595	63	0	0	0	0	6,607	658	63
OXFORD TRANSPORT STRATEGY PROGRAMME TOTAL	7,125	984	1,742	1,623	0	0	0	11,474	4,349	3,365
<u>TOWNS PROGRAMME</u>										
<u>LARGER TOWNS</u>										
<u>ABINGDON</u>										
Other Small & Completed Abingdon Schemes	3,404	0	0	0	0	0	0	3,404	0	0
<u>BANBURY</u>										
Hanwell Fields Mineral Railway	100	50	0	0	0	0	0	150	50	0
Banbury: Higham Way Access Road	29	180	0	0	0	0	0	209	180	0
Banbury North South Routes Improvements	5	0	0	0	0	0	0	5	0	0
Other Small & Completed Banbury Schemes	53	0	0	0	0	0	0	53	0	0

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>BICESTER</u>										
Bicester Roman Road	324	0	0	0	0	0	0	324	0	0
Bicester Town Centre Access Improvements	0	500	810	0	0	0	0	1,310	1,310	810
Other Small & Completed Bicester Schemes	57	0	0	0	0	0	0	57	0	0
<u>WITNEY</u>										
Cogges Link Road	317	0	0	0	0	0	0	317	0	0
Other Small & Completed Witney Schemes	136	64	50	0	0	0	0	250	114	50
<u>SCIENCE VALE UK (SVUK)</u>										
SVUK Highway Schemes (project development)	228	219	40	0	0	0	0	487	259	40
Other Small & Completed SVUK Schemes	9	36	0	0	0	0	0	45	36	0
<u>SMALLER TOWNS</u>										
Chipping Norton, Oxford Road Crossing Improvements	65	65	0	0	0	0	0	130	65	0
Showell Farm Junction Improvements	0	4	0	0	0	0	0	4	4	0
A44 Crossing, Yarnton	6	209	0	0	0	0	0	215	209	0
Other Small & Completed Smaller Towns Schemes	169	68	0	0	0	0	0	237	68	0
<u>RURAL AREAS</u>										
Other Small & Completed Rural Areas Schemes	60	74	0	0	0	0	0	134	74	0
TOWNS PROGRAMME TOTAL	4,962	1,469	900	0	0	0	0	7,331	2,369	900

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>PUBLIC TRANSPORT PROGRAMME</u>										
Didcot Station Forecourt	1,887	1,534	2,250	1,019	0	0	0	6,690	4,803	3,269
SVUK Premium Routes	55	75	0	0	0	0	0	130	75	0
Other Small & Completed Public Transport Schemes	52	26	0	0	0	0	0	78	26	0
PUBLIC TRANSPORT PROGRAMME TOTAL	1,994	1,635	2,250	1,019	0	0	0	6,898	4,904	3,269
<u>TRAVEL BEHAVIOUR</u>										
Smarter Choices (BWTS)	16	28	0	0	0	0	0	44	28	0
TRAVEL BEHAVIOUR PROGRAMME TOTAL	16	28	0	0	0	0	0	44	28	0
LTP1 Schemes	57	0	132	0	0	0	0	189	132	132
Integrated Transport Future Programme-LTP3	0	629	1,139	1,130	900	900	0	4,698	4,698	4,069
OTHER INTEGRATED TRANSPORT TOTAL	57	629	1,271	1,130	900	900	0	4,887	4,830	4,201
INTEGRATED TRANSPORT STRATEGY TOTAL	15,061	7,301	10,362	3,772	900	900	0	38,296	23,235	15,934

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s										
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)	
		2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	2017 / 18				
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	
STRUCTURAL MAINTENANCE PROGRAMME											
Carriageway Schemes (non-principal roads)		4,130	4,051	3,151	2,249	3,630	0	17,211	17,211	13,081	
Footway Schemes		1,750	1,350	1,350	1,300	1,300	0	7,050	7,050	5,300	
Surface Treatments		4,036	3,850	3,900	3,330	3,825	0	18,941	18,941	14,905	
Street Lighting Column Replacement		500	500	500	500	500	0	2,500	2,500	2,000	
Drainage		1,100	1,100	950	950	859	0	4,959	4,959	3,859	
Bridges		1,723	1,010	965	880	800	0	5,378	5,378	3,655	
STRUCTURAL MAINTENANCE ANNUAL PROGRAMMES TOTAL		0	13,239	11,861	10,816	9,209	10,914	0	56,039	56,039	42,800
<u>Bridges - Major Schemes</u>											
Potash Bridge	552	0	0	0	0	0	0	552	0	0	
Thames Towpath Emergency Repairs	184	0	0	0	0	0	0	184	0	0	
Bayswater Brook Reactive Works	0	75	0	0	0	0	0	75	75	0	
<u>Detrunked & Principal Roads - Major Schemes</u>											
A422 Ruscote Avenue, Banbury	803	59	0	0	0	0	0	862	59	0	
A4158 Oxford Iffley Road (Phase 1)	1,514	0	0	0	0	0	0	1,514	0	0	
A4158 Oxford Iffley Road (Phase 2)	408	584	0	0	0	0	0	992	584		

ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
Thames Towpath Reconstruction (Sonning Eye, Goring, Farmoor)	58	357	50	0	0	0	0	465	407	50
A4130 Bix dual carriageway	0	180	4,320	430	0	0	0	4,930	4,930	4,750
A420 Shrivenham Bypass	0	135	195	2,728	362	0	0	3,420	3,420	3,285
A420/A34 Slip Road	0	0	36	36	564	514	0	1,150	1,150	1,150
A415 Clifton Hampden	0	0	130	0	0	0	0	130	130	130
Public Rights of Way Foot Bridges - Replacement & Repairs Programme	0	100	100	100	100	100	0	500	500	400
Rural Roads Dressing & Treatments	0	500	500	0	0	0	0	1,000	1,000	500
Completed Major Schemes	6,356	0	0	0	0	0	0	6,356	0	0
STRUCTURAL MAINTENANCE MAJOR SCHEMES TOTAL	9,875	1,990	5,331	3,294	1,026	614	0	22,130	12,255	10,265
STRUCTURAL MAINTENANCE PROGRAMME TOTAL	9,875	15,229	17,192	14,110	10,235	11,528	0	78,169	68,294	53,065
HIGHWAYS & TRANSPORT CAPITAL PROGRAMME EXPENDITURE TOTAL	24,936	22,530	27,554	17,882	11,135	12,428	0	116,465	91,529	68,999

Note: Please see Appendix B for a list of developer funding held for specific purposes for which schemes are not yet included in the programme.

ENVIRONMENT & ECONOMY CAPITAL PROGRAMME (EXCLUDING TRANSPORT)

Project/ Programme Name	Previous Years Actual Expenditure £'000s										
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)	
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s				
<u>ASSET STRATEGY IMPLEMENTATION PROGRAMME</u>											
Asset Strategy Implementation Programme	4	300	2,850	1,175	523	0	0	4,852	4,848	4,548	
Cricket Road Centre Closure (including Unipart House works)	96	52	0	0	0	0	0	148	52	0	
ASSET STRATEGY IMPLEMENTATION PROGRAMME TOTAL		100	352	2,850	1,175	523	0	0	5,000	4,900	4,548
<u>ENERGY EFFICIENCY IMPROVEMENT PROGRAMME</u>											
Energy Conservation (Prudentially funded)	1,135	0	0	0	0	0	0	1,135	0	0	
SALIX Energy Programme	991	248	239	259	240	84	0	2,061	1,070	822	
Energy Strategy Implementation (Street Lighting Pilot) Conditional Approval	0	0	300	300	300	600	0	1,500	1,500	1,500	
Energy Strategy Implementation (Non-Schools)	0	173	200	400	600	600	0	1,973	1,973	1,800	
Energy Tax Reduction Programme (Street Lighting)	57	0	0	0	63	0	0	120	63	63	
ENERGY EFFICIENCY IMPROVEMENT PROGRAMME TOTAL		2,183	421	739	959	1,203	1,284	0	6,789	4,606	4,185
<u>ANNUAL PROPERTY PROGRAMMES</u>											
Minor Works Programme	271	300	229	200	200	0	0	1,200	929	629	
Health & Safety (Non-Schools)	252	24	24	24	24	24	0	372	120	96	
ANNUAL PROPERTY PROGRAMMES TOTAL		523	324	253	224	224	24	0	1,572	1,049	725

ENVIRONMENT & ECONOMY CAPITAL PROGRAMME (EXCLUDING TRANSPORT)

Project/ Programme Name	Previous Years Actual Expenditure £'000s									
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2012 / 13 £'000s	2013 / 14 £'000s	2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	£'000s	£'000s	£'000s
<u>WASTE MANAGEMENT PROGRAMME</u>										
Kidlington WRC	201	150	2,549	100	0	0	0	3,000	2,799	2,649
Alkerton WRC	0	200	1,300	250	0	0	0	1,750	1,750	1,550
Oxford Waste Partnership PRG Allocation	413	0	157	0	0	0	0	570	157	157
WASTE MANAGEMENT PROGRAMME TOTAL	614	350	4,006	350	0	0	0	5,320	4,706	4,356
<u>CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES</u>										
Broadband (OxOnline) Project	0	50	7,810	4,000	2,000	0	0	13,860	13,860	13,810
Non-Schools Property Structural Maintenance Programme	0	50	550	0	0	0	0	600	600	550
CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES TOTAL	0	100	8,360	4,000	2,000	0	0	14,460	14,460	14,360
Retentions (completed schemes)	46,773	161	121	0	0	0	0	47,055	282	121
ENVIRONMENT & ECONOMY (EXCLUDING TRANSPORT) CAPITAL PROGRAMME EXPENDITURE TOTAL	50,193	1,708	16,329	6,708	3,950	1,308	0	80,196	30,003	28,295

CHIEF EXECUTIVE'S OFFICE CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Current Year	Firm Programme	Provisional Programme				Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	2017 / 18			
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s			
<u>COMMUNITY SERVICES PROGRAMME</u>										
<u>Libraries</u>										
Introduction of RFID (Radio frequency identification) self service in Libraries - Phase 1 (CS9)	1,064	55	141	0	0	0	0	1,260	196	141
Introduction of RFID (Radio frequency identification) self service in Libraries- Phase 2 (CS11)	0	500	465	0	0	0	0	965	965	465
Bicester Library	0	25	100	575	500	0	0	1,200	1,200	1,175
<u>County Heritage & Arts</u>										
Abingdon Town Council (CS10)	100	200	0	0	0	0	0	300	200	0
COMMUNITY SERVICES PROGRAMME TOTAL	1,164	780	706	575	500	0	0	3,725	2,561	1,781
<u>Partnerships</u>										
Grants to Voluntary & Community Groups	134	41	0	0	0	0	0	175	41	0
Big Society Fund	239	135	0	0	0	0	0	374	135	0
PARTNERSHIPS PROGRAMME TOTAL	373	176	0	0	0	0	0	549	176	0
CHIEF EXECUTIVE'S OFFICE CAPITAL PROGRAMME EXPENDITURE TOTAL	1,537	956	706	575	500	0	0	4,274	2,737	1,781

Capital Programme 2012/13 to 2016/17

Grant bids and allocations not yet included in the Capital Programme

Ref.	Scheme/ Programme Area/ Grant Name	Status	Description	Amount £000	Year
(1)	Children, Education & Families Performance Reward Grant	3	Individual Service Target Areas	38	
(2)	Short Breaks	3	Provide opportunities for disabled children and young people to have enjoyable experiences which help them become more independent and form friendships outside their family.	362	2012/13
	Sub-Total Children, Education & Families			400	
	Social & Community Services				
	Sub-Total Social & Community Services			0	
(3)	Environmental & Economy Bicester Eco Town	2	Public transport improvements will include a pedestrian-only route from Bicester North station to the town centre with enhanced railway crossing facilities for walkers and cyclists and extended bus routes with the provision of real time travel information.	TBC	TBC
(4)	Banbury Connect 2	2	BIG Lottery funding secured by Sustrans for a cycle/pedestrian link over the Oxford Canal to connect the Bankside area of Banbury with Bridge Street. Also £100k developer funding.	150	2012/13
(5)	Performance Reward Grant	2	(British Waterways are carrying out a linked £150k scheme including £50k lottery funding.) Public Service Board agreed an allocation to the County Council for Broadband.	96	2012/13
(6)	Performance Reward Grant	2	Public Service Board agreed an allocation to the County Council for Adult Skills.	145	2012/13
	Sub-Total Environmental & Economy			391	
(7)	Chief Executive's Office New Homes Bonus	2	New unfingfenced revenue grant allocation. To be included within the Rolling Fund.	1,559	2011/12 & 2012/13
	Subtotal Chief Executive's Office			1,559	
	Total			2,350	

Key:

- 1 Grant bids or allocations waiting approval or confirmation from funding authorities
- 2 Secured new resources waiting programme of work approval
- 3 Funding to be allocated against viable projects

Capital Programme 2012/13 to 2016/17**Transport Developer Contributions - Agreements with restricted use not yet included in the Capital Programme**

This appendix shows the available developer funding for specific purposes where a scheme is not yet included in the capital programme.

When an initial assessment and costing of a scheme has been carried out, if the cost is within the funding available the scheme will be brought into the Capital Programme.

If the cost is greater than the available funding and the scheme is to be progressed, approval to allocate additional flexible resources will be sought.

Inclusion into the programme will be reported as part of the monthly Financial Monitoring Report to the Cabinet.

	Estimate of Spend 12/13	Expenditure 13/14 Onwards
<u>OXFORD</u>		
Oxford, Traffic calming in Sandford		
Oxford, Henley Ave Cornwallis rd - junction improvements	£27,000	
Oxford, Oxpens Rd Osney Lane West junction	£17,000	
Oxford, Banbury Rd / Marston Ferry Rd - minor safety realignments	£14,000	
<u>ABINGDON</u>		
Abingdon, The Vineyard - traffic signal upgrade and new junction markings		
Abingdon (Marcham), Coltsdale/Abingdon Rd - new bus stops	£5,532	
Abingdon (Wootton Village) - bus shelter		
<u>BANBURY</u>		
Banbury, Hanwell Fields - public transport improvements	£13,465	
Banbury, Ermont Way - cycling and public transport improvements	£93,465	
Banbury, Ermont Way - cycling and public transport improvements	£35,218	
Banbury, Middleton Road Area - cycling and public transport improvements	£13,916	
<u>BICESTER</u>		
Bicester, Bicester Village - cycle route	£132,103	
<u>BOTLEY</u>		
Botley: Cumnor Hill - side road entry treatment	£6,542	
Botley: Elms Road - side road entry treatment	£2,628	
<u>CARTERTON</u>		
Carterton, Cycle Parking*	£5,000	
<u>DIDCOT</u>		
Didcot, Milton Rd TRO to reduce speed		
Didcot, Road/rail crossings		
Didcot, Northern Perimeter Road		£775,570
<u>FARINGDON</u>		
Faringdon: public transport improvements - bus stop laybys and shelters		£60,723
Faringdon, - Public Transport Service Improvements	£15,000	
<u>HENLEY</u>		
Henley: Walton Avenue and Harpsden Road - TRO		
Henley: Station Road and Reading Road - new bus stops and shelters	£25,000	
Henley: Safety Measures at the junction of the A4130 and the entrance to Smiths Hospital site		
<u>THAME</u>		
Thame, Thame Park Road and Park Street - to ameliorate impact of additional traffic		
Thame: Rycoite Lane - highway infrastructure		
Thame: Towersey Road - traffic calming	£5,269	
<u>WALLINGFORD</u>		
Wallingford, Wantage Road -possible enhanced crossing or speed cushions	£50,265	
<u>WANTAGE</u>		
Wantage / Grove, Grove St - bus shelter	£1,204	
Wantage / Grove, Portway - pedestrian crossing	£7,878	
Wantage, Grove Street -highway infrastructure including traffic calming/improvements in Grove Street	£132,446	

	Estimate of Spend 12/13	Expenditure 13/14 Onwards
<u>WITNEY</u>		
Witney, Newlands - clearway marking	£2,564	
Witney, Cycle Parking - identified by the West Oxfordshire Sustainable Transport Forum.	£15,000	
Witney, Bridge Street Mill		£13,211
Witney, Bridge St or Witan Way ped crossing		£105,610
Witney, Witan Way ped crossing		£12,287
Witney, Witan Way mini roundabout		£11,012
<u>RURAL CHERWELL</u>		
Adderbury, - A4260 crossing improvements *	£29,381	
Ambrosden - traffic management	£831	
<u>RURAL SOUTH OXON</u>		
Chinnor: public transport infrastructure - new bus shelters	£15,000	
Cholsey, Public transport, Honey Lane		
Sonning Common, 44 Wood Lane - loading & waiting restrictions	£6,312	
Goring-on-Thames -General transport measures	£1,543	
Lewknor: The Old Inn, Postcombe - public transport infrastructure		
Watlington Road, Benson, Pelical crossing and traffic calming on the B4009		
<u>RURAL WEST OXON</u>		
Eynsham: Acre End Street - waiting restrictions	£2,000	
Long Hanborough, tree planting at access of former Oxford Scientific Film Studios.	£1,600	
Stanton Harcourt - traffic surveys		
Woodstock - to supplement cycle parking or public transport improvements	£373	
<u>SCHEMES ADDED SINCE DEC 2010</u>		
Banbury - signage review and alterations	£45,857	
Banbury - N/S Route - Sainsbury's and Hightown Junction *	£200,000	
TOTALS	£923,392	£978,413

Capital Programme 2012/13 to 2016/17
Schemes Remaining On Hold

These schemes have been placed on hold under the Capital Budget Setting Process for 2012/13. However, they will be considered for entry into the programme as part of the future Service and Resource Planning

Ref	Directorate	Project/ Programme Name	Total project cost £000	Project Specific Funding Available £000	Flexible Funding Required £000	Priority Category
1	E&E - Transport	Bicester Market square (developer contribution funded scheme)	1,000	1,000	0	5
2	S&CS	Banbury Regeneration Scheme	5,785	110	5,675	6
3	S&CS	Thame Fire Station - relocation to new site	2,300	0	2,300	6
4	S&CS	Relocation of Rewley Training Facility	600	0	600	1
TOTAL			9,685	1,110	8,575	

Priority Categories:

- Priority 1 Statutory Requirements & Infrastructure Deficit
- Priority 2 Revenue Savings & Service Transformation
- Priority 3 Substantially Externally Funded
- Priority 4 Portfolio Rationalisation
- Priority 5 Economic development & housing growth
- Priority 6 Cross-cutting, joint working, income generation

Capital Programme 2012/13 to 2016/17**NEW FUNDING STREAMS****Internal Rolling Fund**

The Cabinet agreed to establish a capital rolling fund to facilitate, through forward funding, the timely provision of infrastructure that supports planned growth. The fund is set up as a £6.5m fund initially and its allocation will be determined by the Cabinet based on the recommendations by the Capital Investment Board in April 2012.

Growing Places Fund

The Oxfordshire Local Economic Partnership submitted a proposal for the Growing Places Fund (£6m) in December 2011. The fund will be set up as a Rolling Fund and be used to unlock stalled projects that support economic growth and to act as a catalyst for proposals that enable investment in jobs to be made by the private sector. The LEP will determine the allocation of these resources in late March 2012. The County Council will act as an accountable body for the fund and allocations will be monitored as a special annex to the Capital Programme to ensure transparency.

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Division(s): All

CABINET - 16 OCTOBER 2012

THORNHILL AND WATER EATON PARK & RIDES INTRODUCTION OF PARKING CHARGES

Report by Director for Environment, Economy & Customer Services

Introduction

1. Park and ride has been an integral part of Oxford's transport strategy for many years and is critical to support the continued growth of the city and other growth points in the county. The County Council considers the prime purpose of Park & Ride is to reduce congestion in Oxford by intercepting journeys that would otherwise continue by car to destinations in the City.
2. A requirement to fund an identified revenue gap of £150,000 a year has been established as set out in the Environment & Economy Business Strategy 2011-15. A system of charging has been proposed to achieve at least this.
3. This report summarises the public consultation on the advertised Traffic Regulation Order (TRO) for charging; the outcome of a customer survey via citizen panel; and recommends to Cabinet members a proposed level of charging.
4. This proposal complements the proposals to extend the Thornhill Site and the introduction of a refreshment facility which are also being progressed.

Business Case for Proposed Parking Charges

5. Various levels of duration and charges have been modelled however the proposed level of charging as detailed within this report is considered to be the most appropriate level for commencement of charging based on evidence gathered however, officers recommend that a review of these matters is undertaken between 6-12 months of implementation when the effects of the extended Thornhill site can also be included. This review could also consider whether the introduction of the charges requires any complementary measures to protect local communities from extraneous parking.
7. Clearly it is imperative that the Council communicates the introduction of a charging scheme in an appropriate and timely manner ensuring a coherent explanation and advance notice of the scheme. A comprehensive plan has been developed and agreed to achieve this.

Consultation on Charging

Traffic Regulation Order – Public Consultation

8. The statutory consultation (through the TRO) for the introduction of charging was advertised on the 16th August 2012 with public consultation on its content continuing up to 14th September 2012 (a copy of the draft Order is available for inspection in the Members Resource Centre) .
9. The proposed level of charging was as follows:
 - a. Less than 24 hours but more than 11 hours - £3 charge;
 - b. A further £3, for every 24 hours (or part thereof), up to a maximum of 72 hours;
 - c. £100 penalty for more than 72 hours (£40 currently)
10. Disabled Blue Badge holders would be exempt from the charge; it is also proposed to exempt key workers from the initial £3 charge if they are working at the hospitals in Headington. This would be achieved through identifying appropriate registration numbers and including them in the system. Work to identify a list of registration numbers is currently on-going with the Trust which is also giving extensive consideration to their employee/site travel plans.
11. A total of 111 responses were received via e-consultation, email and letter.
12. Notably, over 40% of the respondents use the park and ride for commuting to London (that is, not part of the Council's key customer group for the site) and over 60% of the respondents believe that 11 hours is not long enough before charges apply. Other issues raised include:
 - Concern on the effect on surrounding streets (19 of 111)
 - Charge rate should be consistent with other P & R sites (17 of 111)
 - Additional traffic encouraged onto County road network (19 of 111)
13. A summary of responses received, including officer responses, is included as Annex 1 to this report. Copies of the responses are available in the Members Resource Centre.
14. As with most TRO consultation exercises, the majority of the responses focused on objections. To ensure this was balanced against a wider,

richer view, officers supplemented the TRO consultation with a customer survey through a citizen's panel.

Oxfordshire Voice

15. Oxfordshire Voice is a citizen's panel made up of over 3,000 Oxfordshire residents who have volunteered to give up some time to answer surveys on a wide variety of issues. Panel members are carefully recruited to be representative of the population of Oxfordshire. The second panel survey of 2012 concentrated on Park & Ride and was undertaken between 8th June and 23rd July 2012.
16. Questions asked of the panel in the survey included ;
 - Length of stay
 - Views regarding charging
 - How much to charge
 - Impact of introducing charging.
17. Key findings include:
 - The majority (59%) agreed it was reasonable to charge for parking
 - a charge in excess of £5 was considered as reasonable
 - One in ten complain about a lack of available parking at the Thornhill Site
 - Among users of the site, just over half (53%) had experienced it being full on occasion. For 84% of regular users (i.e. those using at least monthly), they had previously experienced arriving at the site only to find that it was full.
 - Among users of the site, just over a third (35%) had parked for more than 11 hours. Of those using the site regularly (i.e. at least monthly), 57% had parked their car there for more than 11 hours, however, in three-quarters (76%) of cases the driver had parked for more than 11 hours when travelling to London. One in five (20%) were travelling to the airport.

Monitoring arrangements

18. Monitoring of the parking and payment of charges will be done through ANPR cameras which will match number plates of vehicles entering and leaving the park and ride sites. This will enable the duration of the stay to be identified and determine whether a charge is applicable. The payment method will use a range of mechanisms including via the internet and mobile phone as well as payment facilities at the terminal buildings at the sites. This will be achieved by using industry tried and tested equipment and is open to further alterations / additions when demand and technology develops.

Financial and Staff Implications

19. Infrastructure related costs required for car parking charging at Thornhill and Water Eaton was included in the programme of schemes accepted for £5 million of government grant through the Local Sustainable Transport Fund. Of this total, a sum of £200,000 was provisionally allocated for this element, but this estimate has been reduced as the project has developed. In 2011/12 £131,000 was spent on technology trialling and equipment purchase, with £60,000 remaining available in 2012/13 for installation.
20. Staff from Environment & Economy will deliver the project with the assistance of staff from Legal Services.
21. The reintroduction of charging will result in additional Excess Charge Notices ('parking tickets') being issued by NSL (the Council's parking enforcement contractor) which is within scope of that contract. There will be additional work for the in-house Parking Team – at this stage it is not anticipated this will require additional resources but the matter will be kept under review.

Cabinet is recommended to:

- (a) approve the making of the Oxfordshire County Council (Park and Ride Parking Places - Thornhill and Water Eaton) Order 201* as advertised
- (b) confirm the timing of the introduction of charges as identified in paragraph 9; and
- (c) instruct officers to undertake a review between 6 – 12 months of commencement of charging.

NAME : HUW JONES

Director for Environment, Economy & Customer Services

Background papers: results from the ANPR data Feb/Mar/April 2012, public consultation responses, draft Traffic Regulation Order

Contact Officer: Jim Daughton, Service Manager, Tel: 01865 815083

October 2012

Summary of comments received during Consultation

Consultee	Comments	Times Raised	Officer Comments
Facility Users (Oxford bound)	11 hours is not long enough, please consider increasing it to at least 12 hours (or even 14 – 15 hours)	32	11 hours is based on a typical 8 hour working day, 1 hour travel allowance each direction plus an additional 1 hour. This was thought to be applicable to the majority of Oxford (and area) bound users for whose use the site is primarily provided for. Increasing the free time beyond this will mean more non-Oxford travellers having free parking
	University employees who work longer than 11 hours	8	
	John Radcliffe hospital worker and would be parked for more than 11 hours	7	
	In favour of targeting London bound users as car park is often full and Oxford workers / visitors cannot use the facility	6	
	What NHS staff will be exempt	3	
	Are there plans to introduce additional bus services, in particular to cover earlier times into the City	3	This consultation covers the introduction of long stay parking charging only

Consultee	Comments	Times Raised	Officer Comments
Facility Users (London bound)	11hours is not long enough, please consider increasing it to at least 12 hours (or even 14 – 15 hours)	30	11 hours is based on a typical 8 hour working day, 1 hour travel allowance each direction plus an additional1 hour. This was thought to be applicable to the majority of Oxford (and area) bound users for whose use the site is primarily provided.
	Is the charge specifically targeted at London commuters why are commuters to London being discriminated against?	22	The County Council considers the prime purpose of Park & Ride is to reduce congestion in Oxford by intercepting journeys that would otherwise continue by car to destinations in the City.
	Will the X90 and Oxford Tube continue to be allowed at Thornhill	4	These services will continue to use Thornhill as at present. There are no plans to change this.
Facility Users (General)	Have the County Council considered the potential impact on adjacent streets due to users seeking alternative, free parking	19	The County Council is aware of this potential and will continue to monitor the situation following the introduction of charging.
	The introduction of a charge may encourage more drivers on the County road network, including within the town centre to avoid paying the parking charge	19	The County Council is aware of this potential but as there are higher Parking charges than those proposed for the P & R sites exist within the town centre it is not anticipated this will be a significant issue
	There should be a charge consistent with that of the City Council	17	This was the case when all the sites were operated by the County Council and

Consultee	Comments	Times Raised	Officer Comments
Facility Users (General cont)	controlled car parks (why is the County Council charging double that of other park and ride sites)		all sites were free.
	Will there be a means of purchasing a season ticket for parking, including suitable discount	15	This has not been progressed at this point in time but the adopted system will allow this development in the future should it be considered appropriate in the future.
	What arrangements are in place for when there are problems / accidents / coach breakdowns on the adjacent road network leading to traffic delays	13	On site staff will be aware of any such occurrences / delays and will not issue excess charge notices during those times.
	Witnessed vehicles that have parked overnight and for several days, these should be targeted	9	Under the proposed charging regime those who stay longer will pay more and the maximum stay of 72 hours will be enforced
	Have the Council analysed the use of Thornhill P & R	5	Yes. Surveys have been undertaken and analysis undertaken on the data gathered.
	There are too many trade vans etc early morning that park up and consolidate vehicles thus taking up spaces all day	4	These will be subjected to the same monitoring and charges. Available spaces will increase following the completion of the car park extension project.
	Concerned that the	4	The system chosen

Consultee	Comments	Times Raised	Officer Comments
	system for payment looks complicated.		maximises the means in which payments can be made and can be easily amended if improvements are identified. The aim is to have it as user friendly as possible from the outset.
	Is the Council aware of the high volume of Nielsen employees who use the car park	4	Noted.
	Why has the 11 hour time frame been chosen	3	11 hours is based on a typical 8 hour working day, 1 hour travel allowance each direction plus an additional 1 hour. This was thought to be applicable to the majority of Oxford (and area) bound users for whose use the site is primarily provided for.
	What is the function of Thornhill P & R	2	The County Council considers the prime purpose of Park & Ride is to reduce congestion in Oxford by intercepting journeys that would otherwise continue by car to destinations in the City.
Local Residents	Have the County Council considered the potential impact on adjacent streets due to users seeking alternative, free parking	5	The County Council is aware of this potential and will continue to monitor the situation following the introduction of charging.
Lewknor Parish Council	Understands there may be a need for charging but strongly opposes the long stay proposal as it could have a profound effect on Lewknor parish.	1	The County Council is aware of this potential and will continue to monitor the situation following the introduction of charging.

Consultee	Comments	Times Raised	Officer Comments
	The costs of installing the relevant equipment for charging and policing the scheme may outweigh the advantages	1	Initial expenditure will be offset by revenue once charges are implemented. Advantages in protecting use for travel into Oxford cannot be measured simply in financial terms
Cllr Anne Purse	<p>Need to consider enforcement of those people who only work at places adjacent to the park & ride sites and take up spaces regularly</p> <p>The 11 hour limit should be cut to 10 hours or less. Many people who work in London can do short days at their workplace and continue on line from home.</p>	<p>1</p> <p>1</p>	<p>Noted</p> <p>11 hours is based on a typical 8 hour working day, 1 hour travel allowance each direction plus an additional 1 hour. This was thought to be applicable to the majority of Oxford (and area) bound users for whose use the site is primarily provided for. Clearly those travelling to London for a short period will also be able to park for free but the majority of regular travellers to London and the airports will have to pay the charge</p>
UK Motorhomes	Would like to see specific provision for motorhomes to stay overnight at both Thornhill and Water Eaton	1	This type of use has not been considered and is unlikely to be recommended in the future.

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Division(s): Banbury Easington, Banbury Grimsbury & Castle, Banbury Hardwick, Banbury Neithrop, Banbury Ruscote, Bicester, Bicester South, Bloxham, Deddington, Kidlington & Yarnton, Otmoor & Kirtlington, Ploughley and Wroxton.
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CABINET– 16 OCTOBER 2012

CHERWELL LOCAL PLAN PROPOSED SUBMISSION DRAFT

Report by Director for Environment, Economy and Customer Services

Introduction

1. Cherwell District Council has published the Cherwell Local Plan Proposed Submission Draft (hereafter referred to as the “Draft Local Plan”) for consultation ahead of its submission to Government towards the end of the year. A public examination is expected to follow in 2013, with the Plan adopted by March 2014.
2. The Draft Local Plan will shape development in Cherwell for the period to 2031. Growth is focused primarily at Bicester and to a lesser extent at Banbury, with more limited growth at Kidlington and in the larger villages.
3. This report and its annexes sets out the County Council’s response to the consultation and highlights the key issues for this authority over the next 20 years in Cherwell.
4. The focus of the Draft Local Plan is consistent with the County Council’s strategic objectives for economic growth. It is also consistent with the emphasis in the National Planning Policy Framework on building a strong, competitive economy.
5. Whilst the County Council has some minor representations to make on the Plan, outlined in Annex 3, there are no fundamental areas of concern. As a consequence this report focuses on highlighting those aspects of the Plan where there is an opportunity to reinforce our current working arrangements.

Background information

6. The Draft Local Plan is supported by and takes account of the emerging master-plans for Bicester and Banbury. The master-plans have been jointly commissioned by the County Council and Cherwell District Council and provide a strategic vision for growth and regeneration of these two key urban centres over the life of the Draft Local Plan and beyond.
7. A master-planning approach for the key settlements has enabled work on economic development, land use planning and movement strategies to be more closely aligned. Such an approach has enabled synergies across policy

areas to be more easily identified. This in turn feeds into the preparation of the infrastructure plan which forms the framework for delivery.

Draft Local Plan Headlines

8. The key policies and proposals set out in the Draft Local Plan will:
 - Extend the Plan period to 2031;
 - Focus on jobs-led growth, with a strong emphasis on strengthening the economy;
 - Identify significant new employment land identified at Bicester and Banbury;
 - Identify the need for 16,750 homes to be built across the District;
 - Seek to deliver at least 30% affordable housing at Bicester and Banbury, 35% in the rest of the district;
 - Help strengthen the role of existing town centres;
 - Prioritise the investment required in support of economic growth; and
 - Result in a local review of the Green Belt in the vicinity of Oxford Airport/Langford Lane, Kidlington to meet employment needs.

9. A plan showing the proposed development sites in Bicester is outlined in Annex 1 and the headlines for Bicester are:
 - The allocation of 104ha of land for employment purposes – with sites already identified at North West Bicester and at the Bicester Business Park, plus new sites at Graven Hill, Bicester Gateway, North East Bicester and East Bicester.
 - 6,579 new homes on strategic development sites, including North West Bicester (albeit delivered at a reduced rate), South West Bicester Phase 1 and Gavray Drive plus new sites at Graven Hill, Phase 2 of South West Bicester and land at East Bicester.
 - Further expansion of the town centre, potentially towards Bicester Town railway station and Bicester Village, in order to ensure that a town centre suitable for the size of town is delivered.
 - Restating the strategic importance of delivering improvements at both junctions 9 and 10 of the M40, whilst making provision for a strategic relief road on the south east and east of the town in order to facilitate delivery of growth opportunities. Support is also given for a rail freight interchange at Graven Hill as well as improved linkages between the key employment sites, the town centre and Bicester Town railway station (including an improved cycle and pedestrian network)

10. A plan showing the proposed development sites in Banbury is outlined in Annex 2 and the headlines for Banbury are:
 - A focus on employment-led growth and regeneration, in particular in and around the Central M40 and Canalside locations;
 - 4,142 new homes on strategic development sites, including Bankside phase 1, Canalside, west of Bretch Hill, North of Hanwell Fields plus Bankside phase 2 and Southam Road; and

- Expansion of the town centre retail offer into part of Bolton Road, Canalside and Spiceball Development Areas.
11. The Draft Local Plan does not propose identifying strategic employment and housing sites for Kidlington or the rural areas, these will be dealt with through a later Development Plan Document once the Local Plan has been adopted.

General Comments

12. The County Council believes that the Draft Local Plan broadly meets the tests of soundness as outlined in the National Planning Policy Framework, namely that it is:
- Positively prepared;
 - Justified;
 - Effective;
 - Consistent with national policy.
13. There are a few representations that the County Council will need to make and these are outlined in Annex 3. However, it is anticipated that these minor concerns can be overcome and the representations outline how this could be achieved.
14. Increasing emphasis is given to the importance of the planning regime facilitating and supporting sustainable economic growth. The policies and proposals in the Draft Local Plan represent a significant step forward in this regard. As our experience of joint working increases, the County Council will look to work with Cherwell to refine the policies and proposals further so as to ensure they are expressed in terms of the outcome sought. Such an approach would represent an evolution from the more traditional approach to land-use planning.
15. The County Council continues to work closely with Cherwell District Council on the preparation of an infrastructure plan. The infrastructure plan will provide delivery partners with the flexibility to respond to development opportunities within the certainty that a longer term framework provides.
16. The infrastructure plan will also provide the underpinning for the subsequent introduction of the Community Infrastructure Levy. Our experience of joint working on prioritisation of Government funding for Bicester gives the two authorities a solid basis on which to build our future work on infrastructure.
17. The Draft Local Plan includes generic policies that support the role of town centres and the need to encourage economic growth. Whilst such policies are in themselves laudable their influence in enabling future growth of the town centres is limited.
18. Where the two authorities have developed a strong narrative for specific towns – such as with Bicester – we should aspire to use this to develop

bespoke policies and proposals that set out the scope of our shared ambition for those localities. It is envisaged that this will be picked up through the Bicester and Banbury master-plans and any subsequent Area Action Plans.

19. Such an approach will help ensure that the content of the infrastructure plan is better defined. This in turn should help ensure delivery of priority infrastructure is more effective.
20. Since the publication of the Draft Local Plan, there have been a number of Government announcements that will significantly enhance the rail network throughout Oxfordshire and Cherwell, in particular. These are the Government's commitment to the delivery of the East West Rail project as well as the electrification of the majority of the railway in Cherwell.
21. The new rail station at Water Eaton will substantially improve connections to London for key employment sectors in the Kidlington area. In so doing it will support the role of Oxford Airport as a gateway for business aviation services serving the wider Oxfordshire economy.
22. It will be important that the Draft Local Plan is amended to refer to this latest thinking and to ensure that the potential opportunities and economic benefits that these investment will bring to the area are not missed.

Bicester

23. The narrative that has been developed jointly for Bicester is driven by the importance of economic-led growth. The Draft Local Plan identifies a number of new employment areas, primarily to the south and east of the town. Continued close working with the business community will be central to realising the potential of these sites.
24. Further investment in infrastructure will be required to unlock the employment opportunities. The success in securing 'Pinch Point' funding for Junction 9 of the M40 is positive. Further investment in the highway network is proposed as part of the development proposal for Bicester Village and the Bicester Business Park. Quite quickly however delivery of the South East Perimeter Road will become a priority.
25. Discussions are already underway with the MoD with regard to their proposal for the Graven Hill site that could deliver part of the perimeter road. Discussions are also underway with Chiltern Railways with a view to tying in their work required as part of their investment in the new Oxford to London via Bicester service.
26. The County Council has recently committed funding to assess the options and to develop the detail of the proposed Eastern Perimeter Road. Such preparatory work will ensure that the authorities remain well placed to react to potential funding initiatives from Government should they arise. In the meantime the two authorities continue to work closely with the Homes and

Communities Agency to ensure that the needs of Bicester remain visible nationally.

27. The combination of further growth in Bicester, both in terms of employment and housing, will require investment in education and skills. As part of the work to develop the infrastructure plan we will ensure that the requirements for new primary and school provision are identified. With the switch to academies and free schools so our role in delivering new school provision will fundamentally change. However, experience suggests that a pro-active approach by the County Council to support delivery of new school provision could be significant in ensuring that the skills needs of future employers are met.
28. Previous proposals led by Oxford and Cherwell Valley College to secure Government's support for a University Technical College have been unsuccessful. Whilst the Draft Local Plan promotes such a facility, greater flexibility may be required to allow for alternative options for the provision of secondary and further education to be considered. This is of even greater importance now that the approval of the all-through free school on the Upper Heyford site has been given and it will impact on the viability and timing of additional educational facilities within Bicester.
29. The master-planning work for Bicester has identified the need to expand the size of the town centre so as to better reflect the needs of a community of potentially up to 60,000. The master-plan identifies the potential to create a number of new 'quarters' as part of the expanded town centre. The County Council's property assets provide an opportunity to help realise some of the ambition for the town centre: a potential that is being explored further as part of the work on the infrastructure plan.

Banbury

30. Work on developing the narrative for Banbury is slightly behind that for Bicester. Building on the success achieved with Bicester, the two authorities have jointly commissioned master-planning work for Banbury. This work is underway, with the outcome available in time to support the submission of the Draft Local Plan to Government later in the year.
31. Whilst Banbury will receive growth, the emerging work is also looking at the potential regeneration of key sites throughout the town. The identified development sites of Canalside, Bolton Road and Spiceball will provide the opportunity to strengthen the town centre as well as providing opportunities to enhance the transport hubs of the rail station and bus station.
32. A transport movement strategy is also being progressed to ensure that the highway network is able to cope with the increased demand placed upon it from the growth that is proposed.

33. Like in Bicester, the County Council's property assets provide an opportunity to help realise some of the ambition for the town centre: a potential that is being explored further as part of the work on the infrastructure plan.

Green Belt Review

34. There is an emerging cluster of industries in the area adjoining Oxford Airport including high technology, office and airport related businesses. This cluster takes advantage of the airport's business aviation role supporting Oxfordshire businesses.
35. In order for the potential of this emerging cluster to be fully realised Cherwell is proposing to undertake a small-scale review of the Green Belt to meet the needs of business.
36. Given its focus on enabling employment opportunities to be realised, officers are recommending that the County Council support the review of Green Belt land in the vicinity of Oxford Airport and Langford Lane Technology Park.
37. Whilst it is not currently being promoted by the District Council, officers are also recommending that the County Council should encourage Cherwell to expand the small-scale review of the Green Belt to include the land in the vicinity of the Begbroke Science Park for key sector employment growth. This would provide longer-term certainty for the Technology Park and give the University the confidence to continue its investment in this location.

RECOMMENDATION

38. **The Cabinet is RECOMMENDED to inform Cherwell District Council that:**
- (a) **Oxfordshire County Council believes the Draft Local Plan is broadly sound, subject to our representations in Annex 3 being addressed;**
 - (b) **In principle, Oxfordshire County Council supports the strategic allocated development sites that have been identified in the Draft Local Plan;**
 - (c) **Oxfordshire County Council supports the proposed Green Belt review at Langford Lane/Oxford Airport but requests that this is expanded to incorporate the land in the vicinity of Begbroke Science Park to be considered for key sector employment growth; and**
 - (d) **Oxfordshire County Council requests that the detailed officer comments as outlined in Annex 4 are taken into account before the Plan is submitted to Government.**

Huw Jones

Director for Environment, Economy and Customer Services

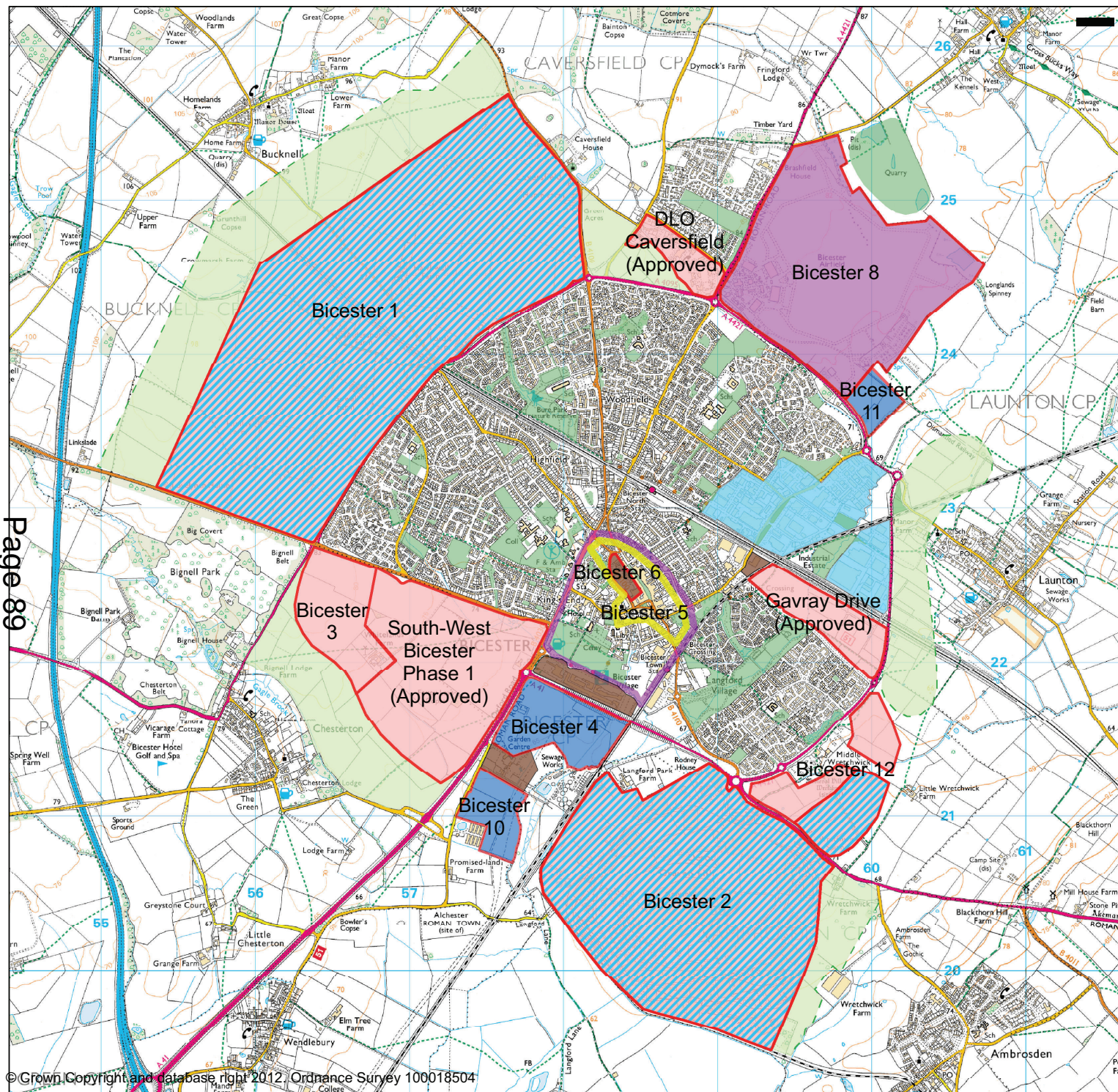
Background papers: Cherwell Local Plan Submission Draft (August 2012)

Contact Officer: Daniel Round, Cherwell Strategy & Infrastructure
Manager

Tel: (01865) 815623

October 2012

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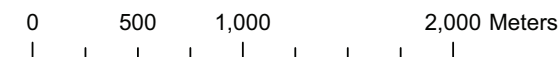


Key

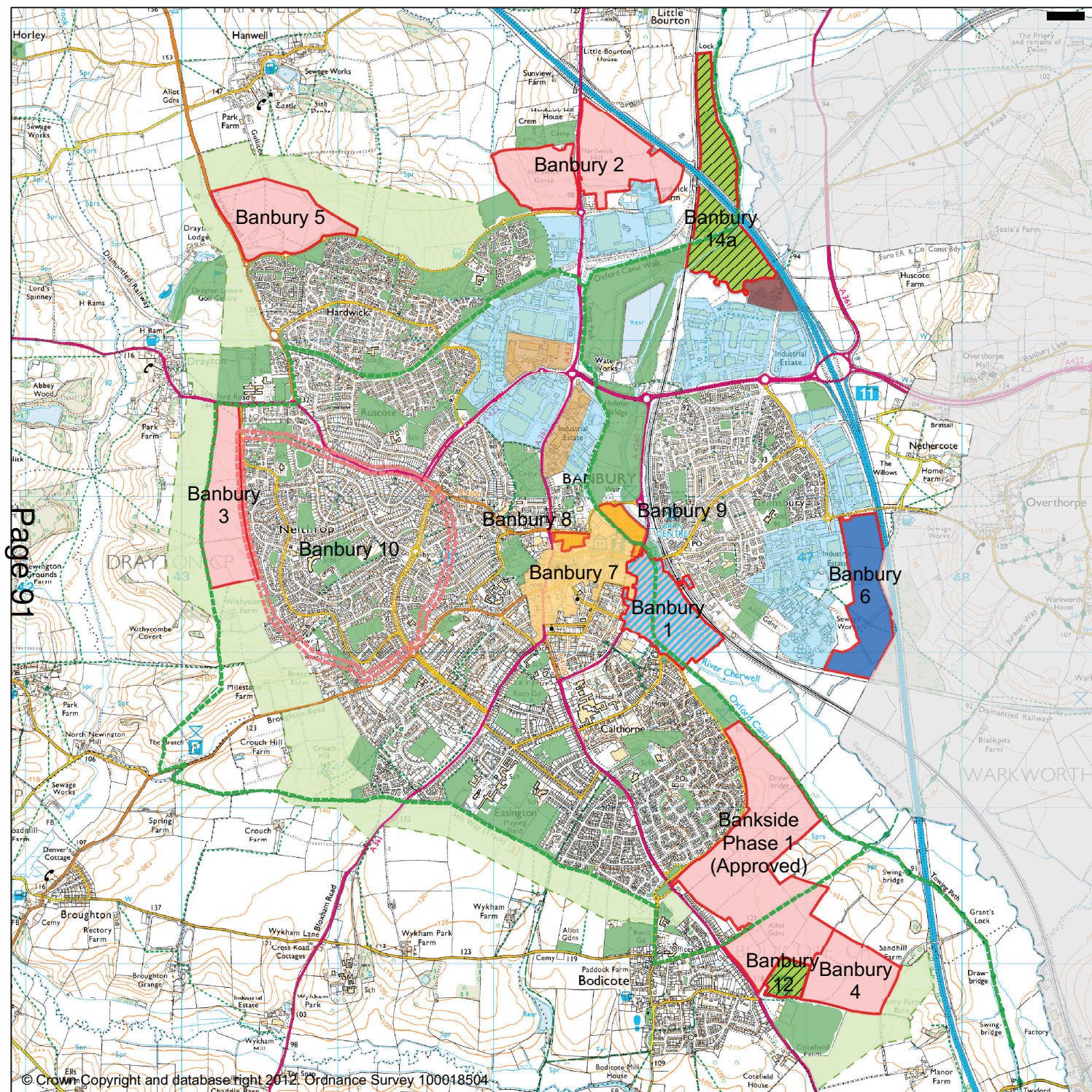
- Existing employment
- New employment
- Mixed use (housing and employment)
- Existing retail
- Strategic housing sites
- Existing green space
- Green buffers
- Town centre
- Extended town centre
- Tourism development

Strategic developments

- 1 North-West Bicester: Eco-Town.
- 2 Graven Hill
- 3 South-west Bicester Phase 2
- 4 Bicester Business Park
- 5 Strengthening Bicester Town Centre
- 6 Land at Bure Place Car Park
- 8 RAF Bicester
- 10 Bicester Gateway
- 11 North-East Bicester Business Park
- 12 East Bicester



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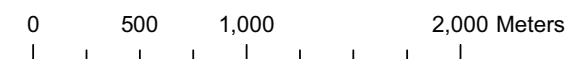


Key

- Existing employment sites
- New employment sites
- Mixed use (housing and employment)
- Town centre
- Expanded town centre
- Existing retail parks
- New retail parks
- Strategic housing sites
- Bretch Hill regeneration area (indicative area)
- Green buffers
- New green space / Parks and managed environmental space.
- Existing green space
- Banbury Circular Walk / Oxford Canal Trail
- South Northamptonshire

Strategic developments

- 1 Banbury Canalside
- 2 Hardwick Farm, Southam Road East and West
- 3 West of Bretch Hill
- 4 Land at Bankside Phase 2
- 5 North of Hanwell Fields
- 6 Employment land west of M40
- 7 Strengthening Banbury Town Centre
- 8 Land at Bolton Road
- 9 Spiceball Development Area
- 10 Bretch Hill regeneration area
- 12 Banbury United FC relocation
- 14 Banbury Country park



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Proposed Submission Local Plan Representation form

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S:
C:

This form has two parts –

Part A – Personal Details

Part B – Your representation. (Please fill in a separate sheet for each representation you wish to make. Remember to include your name or organisation name on each one.)

Part A

1. Personal Details

Title

MR

First Name

DANIEL

Last Name

ROUND

Job Title
(where relevant)

STRATEGIC POLICY MANAGER - TRANSPORT PLANNING

Organisation
(where relevant)

OXFORDSHIRE COUNTY COUNCIL

Address Line 1

SPEEDWELL HOUSE

Line 2

SPEEDWELL STREET

Line 3

OXFORD

Line 4

Post Code

OX1 1NE

Telephone Number

01865 315623

E-mail Address
(where relevant)

daniel.round@oxfordshire.gov.uk

2. Agent's Details (if applicable)

PLEASE NOTE THAT YOU MUST PROVIDE YOUR NAME AND ADDRESS FOR YOUR COMMENTS TO BE CONSIDERED. BY COMPLETING THIS FORM YOU AGREE TO YOUR DETAILS BEING SHARED AND YOUR NAME AND COMMENTS WILL BE MADE AVAILABLE FOR PUBLIC VIEWING. THESE REPRESENTATIONS CANNOT BE TREATED AS CONFIDENTIAL.

Return completed forms to:

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Part B – Please use a separate sheet for each representation

Name or Organisation:

3. To which part of the Local Plan does this representation relate?

Section

B.2

Paragraph
Number/s

Policy
Number

BSC 4

Table

Map

Appendix

4. Do you consider the Proposed Submission Local Plan is:

4.(1) Legally compliant

Yes

No

4.(2) Sound*

Yes

No

**The considerations in relation to the Local Plan being 'Sound' are explained in the National Planning Policy Framework in Paragraph 182. (Please see guidance notes)*

*If you have entered **No** to 4.(1) and 4.(2) please continue to Q5. Otherwise please go directly to Q6.*

5. Do you consider the Local Plan is **unsound** because it is not:

(1) Positively Prepared

(2) Justified

(3) Effective

(4) Consistent with national policy

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6. Please give details of why you consider the Local Plan is not legally compliant or is unsound. Please be as precise as possible.

The lack of clarity on the housing mix: developers and service providers need to understand the proposed mix of housing to enable them to produce policy compliant proposals and to assess their impact on services and facilities. The policy is not therefore effective in enabling sound infrastructure planning. DC, as a delivery partner, is unable to agree that this policy is realistic or achievable.

(Continue on a separate sheet /expand box if necessary)

7. Please set out what change(s) you consider necessary to make the Local Plan legally compliant or sound, having regard to the test you have identified at Question 5 above where this relates to soundness. You will need to say why this change will make the Local Plan/Sustainability Appraisal legally compliant or sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

The housing mix should define the sizes of shared housing, and 'up sizing houses and flats' in terms of numbers of bedrooms. It should provide a split between 1. & 2 bedroom extra care units & should define 'other.'

(Continue on a separate sheet /expand box if necessary)

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8. If you wish to support the legal compliance or soundness of the Local Plan, please also use this box to set out your comments.

N/A

(Continue on a separate sheet /expand box if necessary)

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9. If your representation is seeking a change, do you wish to express an interest to participate in the Examination?

No, I do not wish to participate at the oral examination

☐

Yes, I wish to participate at the oral examination

☒


10. Do you have any comments on the Sustainability Appraisal?

(Continue on a separate sheet /expand box if necessary)

☐

If you wish to be informed of the date of the submission of the document to the Secretary of State, please tick this box

Signature:



Date:

27 Sept 2012

Return completed forms to:

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Proposed Submission Local Plan Representation form

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AN:

S:

C:

Part A

1. Personal Details

Title

MR

First Name

DANIEL

Last Name

ROUND

Job Title
(where relevant)

STRATEGIC POLICY MANAGER - TRANSPORT PLANNING

Organisation
(where relevant)

OXFORDSHIRE COUNTY COUNCIL

Address Line 1

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Line 4

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OX1 1NE

Telephone Number

01865 81 5623

E-mail Address
(where relevant)

daniel.round@oxfordshire.gov.uk

2. Agent's Details (if applicable)

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Part B – Please use a separate sheet for each representation

Name or Organisation:

3. To which part of the Local Plan does this representation relate?

Section Paragraph Number/s Policy Number

Table Map Appendix

4. Do you consider the Proposed Submission Local Plan is:

4.(1) Legally compliant Yes No

4.(2) Sound* Yes No

**The considerations in relation to the Local Plan being 'Sound' are explained in the National Planning Policy Framework in Paragraph 182. (Please see guidance notes)*

If you have entered No to 4.(1) and 4.(2) please continue to Q5. Otherwise please go directly to Q6.

5. Do you consider the Local Plan is **unsound** because it is not:

(1) Positively Prepared
(2) Justified
(3) Effective
(4) Consistent with national policy

Return completed forms to:

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6. Please give details of why you consider the Local Plan is not legally compliant or is unsound. Please be as precise as possible.

AT PRESENT THE VISION IS NOT SOUND BECAUSE IT DOES NOT REFER TO THE HISTORIC ENVIRONMENT AND IS THEREFORE NOT CONSISTENT WITH NATIONAL POLICY (PARA 7 OF NPPF)

(Continue on a separate sheet /expand box if necessary)

7. Please set out what change(s) you consider necessary to make the Local Plan legally compliant or sound, having regard to the test you have identified at Question 5 above where this relates to soundness. You will need to say why this change will make the Local Plan/Sustainability Appraisal legally compliant or sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

THE AMENDED WORDING OF THE EIGHTH BULLET POINT OF THE VISION SHOULD READ:

" WE WILL ENSURE DEVELOPMENT IS SUSTAINABLE BY CHERISHING, PROTECTING AND ENHANCING OUR DISTINCTIVE NATURAL, BUILT AND HISTORIC ENVIRONMENT."

(Continue on a separate sheet /expand box if necessary)

Return completed forms to:

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8. If you wish to support the legal compliance or soundness of the Local Plan, please also use this box to set out your comments.

N/A

(Continue on a separate sheet /expand box if necessary)

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9. If your representation is seeking a change, do you wish to express an interest to participate in the Examination?

No, I do not wish to participate at the oral examination

☒

Yes, I wish to participate at the oral examination

☐

10. Do you have any comments on the Sustainability Appraisal?

NO

(Continue on a separate sheet /expand box if necessary)

☐

If you wish to be informed of the date of the submission of the document to the Secretary of State, please tick this box

Signature:



Date:

27 SEPT 2012

Return completed forms to:

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Proposed Submission Local Plan

Representation form

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Part A

1. Personal Details

Title

First Name

Last Name

Job Title (where relevant)

Organisation (where relevant)

Address Line 1

Line 2

Line 3

Line 4

Post Code

Telephone Number

E-mail Address (where relevant)

2. Agent's Details (if applicable)

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Part B – Please use a separate sheet for each representation

Name or Organisation:

3. To which part of the Local Plan does this representation relate?

Section

B.3

Paragraph
Number/s

Policy
Number

ESD16

Table

Map

Appendix

4. Do you consider the Proposed Submission Local Plan is:

4.(1) Legally compliant

Yes

No

4.(2) Sound*

Yes

No

***The considerations in relation to the Local Plan being 'Sound' are explained in the National Planning Policy Framework in Paragraph 182. (Please see guidance notes)**

*If you have entered **No** to 4.(1) and 4.(2) please continue to Q5. Otherwise please go directly to Q6.*

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(2) Justified

(3) Effective

(4) Consistent with national policy

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6. Please give details of why you consider the Local Plan is not legally compliant or is unsound. Please be as precise as possible.

At present policy ESD16 is not sound because it is not consistent with guidance in national policy (Para 7 of the NPPF refers to the historic environment)

(Continue on a separate sheet /expand box if necessary)

7. Please set out what change(s) you consider necessary to make the Local Plan legally compliant or sound, having regard to the test you have identified at Question 5 above where this relates to soundness. You will need to say why this change will make the Local Plan/Sustainability Appraisal legally compliant or sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

The title of policy ESD16 should be amended to refer to the historic environment:
'The Character of the Built and Historic Environment'

(Continue on a separate sheet /expand box if necessary)

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☒

Yes, I wish to participate at the oral examination

☐


10. Do you have any comments on the Sustainability Appraisal?

(Continue on a separate sheet /expand box if necessary)

☐

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Signature:



Date:

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Title

First Name

Last Name

Job Title
(where relevant)

Organisation
(where relevant)

Address Line 1

Line 2

Line 3

Line 4

Post Code

Telephone Number

E-mail Address
(where relevant)

2. Agent's Details (if applicable)

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Name or Organisation:

3. To which part of the Local Plan does this representation relate?

Section

Paragraph
Number/s

Policy
Number

Table

Map

Appendix

4. Do you consider the Proposed Submission Local Plan is:

4.(1) Legally compliant

Yes

No

4.(2) Sound*

Yes

No

****The considerations in relation to the Local Plan being 'Sound' are explained in the National Planning Policy Framework in Paragraph 182. (Please see guidance notes)***

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NO HABITATS OR SPECIES SURVEYS HAVE BEEN UNDERTAKEN TO DATE AND THEREFORE THE POLICY IS NOT JUSTIFIED AS IT IS NOT BASED ON A ROBUST OR CREDIBLE EVIDENCE BASE.

(Continue on a separate sheet /expand box if necessary)

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(Continue on a separate sheet /expand box if necessary)

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N/A

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No, I do not wish to participate at the oral examination

☒

Yes, I wish to participate at the oral examination

☐

10. Do you have any comments on the Sustainability Appraisal?


No.

(Continue on a separate sheet /expand box if necessary)

☒

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Date:

27 Sept 2012

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Part B – Please use a separate sheet for each representation

Name or Organisation:

3. To which part of the Local Plan does this representation relate?

Section Paragraph Number/s Policy Number

Table Map Appendix

4. Do you consider the Proposed Submission Local Plan is:

4.(1) Legally compliant Yes No

4.(2) Sound* Yes No

****The considerations in relation to the Local Plan being 'Sound' are explained in the National Planning Policy Framework in Paragraph 182. (Please see guidance notes)***

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Please be as precise as possible.

NO HABITATS OR SPECIES SURVEYS HAVE BEEN UNDERTAKEN TO DATE AND THEREFORE THE POLICY IS NOT JUSTIFIED AS IT IS NOT BASED ON A ROBUST OR CREDIBLE EVIDENCE BASE.

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N/A

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No, I do not wish to participate at the oral examination

☒

Yes, I wish to participate at the oral examination

☐

10. Do you have any comments on the Sustainability Appraisal?


NO

(Continue on a separate sheet /expand box if necessary)

☒

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Signature:



Date:

27 SEPT 2012

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Appendix 4: Table of detailed consultation responses to Cherwell District Council draft Plan

Headline comments about the plan

Some amendments need to be made to ensure wording is consistent with NPPF.

There is a lot of repetition and inconsistency in the draft plan, particularly in the policies for individual sites. Public transport, walking & cycling are picked up in some strategic development policies but not others; it may be more appropriate to create a separate policy for them to avoid repetition and to promote integration between travel modes.

The wider public transport network and sustainable transport links within the development towns need to be considered rather than only in terms of access to the individual strategic development sites – otherwise we will fail to appreciate the wider picture. The plan needs to acknowledge and include opportunities to improve the integration between modes, especially between walking, cycling and public transport in order to maximise journeys made by sustainable means.

All sites are capable of incorporating Sustainable Drainage Systems (SuDS).

In strategy and policy terms the County Council's Countryside Access Team supports the proposals in this document

We agree with references made to 'a new inner relief road within Banbury is being investigated' in 3rd para on page 11 – but this needs to be strengthened to take account of the town-wide Movement Strategy that is currently being progressed (i.e. it is about movement throughout the whole town, not just a specific piece of infrastructure).

There is great variability in the phrasing and detail of the policy statements regarding education. The text in Banbury 1 is very brief, Banbury 5 is very detailed and Banbury 3 seems the appropriate level of detail.

The Habitats Regulations Assessment and conclusions will need to be explained fully in the published plan.

Officer comments

Respondent	Comment
Strategic Planning Consultations	<p>1. <u>Use of forecasts:</u></p> <ul style="list-style-type: none"> • What is the source of the district population projections (paras A14)? What assumptions are behind the figures? • What is the source of the district jobs forecasts (B.20)? Is this with or without additional employment land? <p>2. <u>Housing Mix:</u></p> <p>a) Policy BSC 4 is unclear. It does not define the sizes of shared housing or ‘upsizing houses and flats’ in terms of numbers of bedrooms nor does it provide a split between 1 and 2 beds extra care units or define ‘other’. This information is needed to guide developers in producing policy compliant proposals and to enable service providers to understand who is likely to live in the new dwellings, the impact of their demands on local services and facilities and what additional new or improved supporting infrastructure would need to be provided.</p> <p>b) The approach taken in policy BSC 4 appears to be trying to fit the mix of new housing types and sizes to the mix of lifestages of new households. However there would be no means of enforcing who lives in ‘upsizing’ or ‘downsizing’ dwellings. For the purpose of service planning these types of dwellings would need to be treated in the same way as other non-specialist housing.</p> <p>c) The text in para B122 explains that planning should provide for more moderate sized family homes and downsizing homes. It is also important that the mix does not inhibit viable development. The district will need to be confident that the market will deliver their proposed mix.</p>

	<p>d) The provision of extra care housing is supported in principle</p> <p>3. <u>Meeting education needs:</u></p> <p>a) B 142: OCC has a statutory duty to ensure a sufficiency of school places.</p> <p>b) UTC</p> <p>c) Consideration could also be considered for the co-location of other services with schools to create community hubs</p> <p>4. <u>Public services and utilities:</u></p> <p>The County Council provides a number of social and community services which will be used by the residents of new housing; these include support for young people and families through services delivered from children's centres and the Banbury and Bicester early Intervention hubs, day care for older people and people with learning disabilities, adult learning and registration.</p> <p>The County Council will work with the district council and their consultants to identify the impacts of new development on demands for Council provided services and any required new/ improvements to supporting infrastructure.</p> <p><u>Bicester</u></p> <p>5. C.26: the figure of 6,997 new homes 2011-31 does not tie up with the figure in the housing trajectory table (6,579). The NW Bicester development will be less than 30% complete.....some way to go before it enters its final phases</p> <p>6. The text should explain that in addition to providing on-site infrastructure set out in the specific site policies, the</p>
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proposed strategic development sites would be expected to contribute to strategic infrastructure that meets town-wide needs eg additional secondary school places, an enlarged/relocated library.

Policy Bicester 1 NW Bicester eco-town:

7. Place shaping principles should include 'schools at the heart of the community they serve.'

Banbury

8. Policy Banbury 5: North of Hanwell Fields. The number of primary school places required to serve the site will depend on the housing mix, tenure and build out rate of the development and whether there would be any spare capacity in existing schools. The policy should be changed to the same text in Banbury 3 ie 'Education – contributions will be required towards the expansion of existing primary schools.'

Kidlington:

9. Text for Kidlington falls into the later Villages section and the Kidlington specific section. This is confusing to the reader and in places repetitious. For clarity it should all be in one place in the document.
10. If there is to be a green belt review to meet a local need for employment land, it would be sensible to widen the area of search shown on the Kidlington proposals map to include land in the vicinity of Begbroke Science Park where a cluster of hi-tech university spin-outs is already established and there has been recent investment in road infrastructure.

Villages: Policy Villages 2

- a) It would be helpful for the plan to show how many houses had been built and were committed at March 2012 to provide understanding of how many other sites would need to be found within each group.
- b) Group 1: It may be sensible to consider splitting the group1 figure into two, with a figure for Launton and Ambrosden and a figure for the other four villages. There is currently considerable pressure for housing development in the villages close to Banbury. If current development proposals are successful it may leave little housing to be provided in the two larger sustainable villages close to Bicester, reducing choice in that area.

Infrastructure Delivery Plan

- 11. In principle I would support the definition of 'priority' and 'less critical' infrastructure items in para D9
- 12. The district's approach to infrastructure planning in policy INF1 is welcomed. The County Council would wish to work with the district council and their consultants in completing a full Infrastructure Delivery Plan.

Sustainability Appraisal

Section 3 of the draft SA report is in tabular form; the table provides a narrative on some of the positive and the negative impacts of each strategic site/policy. It would be useful if a more structured assessment were provided which shows how the strategic site/policy performs against each of the sustainability objectives, using the colour scoring system on page 5 of the document. This would have two advantages; it would enable a more rigorous assessment to be carried out and it would facilitate easier comparison between the options;

The sustainability objectives do not appear to assess the policies in the plan against the impact on flora, fauna or landscape; these are requirements which are specified in Annex 1 of the SEA Directive. Some references are made to biodiversity but only in a more general way;

The SA objectives refer to improving accessibility to all services and facilities and to reducing social exclusion. However, educational provision and the provision of extra care housing for the elderly are not included in the assessment, even

	<p>when some of the strategic sites policies specifically refer to them.</p> <p>BAN-1: The report notes that ‘businesses will be lost on the site, but it is anticipated that these will stay in the District’. Should the SA identify that there are limited opportunities for small businesses to stay in Banbury on the low rents they currently pay?</p> <p>BAN-2: Minor positive effects are identified with regards to biodiversity. I would question how there can be positive effects on biodiversity of building on green field sites, even if some habitat creation takes place.</p> <p>Paragraph 1.3 in the introduction states that the draft plan will summarise the results of the Habitats Regs Assessment (HRA) which addresses any potential significant effects of the plan on Oxford Meadows SAC, but I cannot find any reference to the HRA in this report. I wonder if it’s worth commenting in our response that the HRA could be a separate report from the SA as the requirements for consultation differ for the two assessments.</p>
Business & Skills Team	<p>The plans for growing certain economic sectors make sense. They also fit well with our Skills Needs Analysis in terms of the sectors we are promoting for education providers to respond to. They are however a shift from the existing economic profile, so the challenge is to balance sector related training to the needs of the economy now and the needs of the future.</p> <p>The inclusion of the UTC may be unrealistic and other options should be considered.</p>
Enterprise & Innovation team	<p>The economy section of the draft Plan should mention the Oxfordshire Local Enterprise Partnership, particularly related to Bicester. The town is one of the LEP’s three strategic locations and it would be good to make the connection in terms of economic development strategy and local planning.</p> <p>This is important in terms of the LEP’s focus on inward investment (through its Invest in Oxfordshire service) and business support for example – whilst the planning system can allocate employment land, it will be businesses moving into and starting up in Bicester (and Oxfordshire more generally) that will build and occupy the offices and industrial</p>

	<p>space and create the new private sector jobs.</p> <p>Furthermore, once the Local Transport Board is established, the LEP will have more of a say in the decision-making process around funding for transport infrastructure projects</p>
Social & Community Services	<p>The documents adequately refer to ECH, other retirement housing and generally to 'housing with care', the latter described on page 20. Indeed, if the intention of the local plan is to build close to 17k new homes and 7% of these include 'housing with care' (page 20 policy BSC 4) then this gives us c1,200 such units which will meet our ECH and other special needs requirements I believe.</p> <p>Each location has not been reviewed in detail but most of the strategic sites mentioned do refer to ECH inclusion and this is consistent with the council's local work with Cherwell where such sites have been identified for future schemes and have been submitted into provisional housing plans for the LIP.</p> <p>Whilst the overview of Cherwell draws attention to the high proportion of disabled adults, it does not mention its ageing population at all. Conversely, when it provides a housing needs overview it mentions the needs of elderly people but not disabled or other special housing need groups; this inconsistency needs to be addressed.</p> <p>OCC has reviewed special needs/disabled housing for adults in Cherwell and estimate a requirement for c120 such units by 2020, with a similar provision required for the next decade after that. This leaves a balance of c 900 units for ECH which seems broadly correct.</p>
Waste management	<p>The plan proposes a significant amount of residential development throughout the district and particularly at Banbury and Bicester, which will create additional demand at our Household Waste Recycling Centres (HWRCs). To meet this demand contributions from developers should be sought towards the provision of increased HWRC capacity and re-use facilities.</p> <p>This reference to re-use has been included as we are looking for opportunities to provide a network of facilities for re-use and repair, which could mean the provision of re-use facilities or shops at HWRCs or at other locations including through partnership projects with other organisations e.g. third sector or community projects. This will move waste up the waste management hierarchy and help meet the increased demand for facilities for the disposal of unwanted items from residents of new development. The re-use and repair facility proposed at Bicester (Bicester Re-use and Sustainable Living Centre) appears to be included in the Infrastructure Delivery Plan (IDP), and we support this.</p> <p>Generally we note and support the emphasis throughout the plan on sustainable development and developing a low carbon economy. In relation to achieving these aims at Bicester, the development of the energy from waste facility by Viridor, our residual waste treatment contractor, at Ardley provides an opportunity to investigate the potential for the use of combined heat and power (CHP) and the provision of heat to new residential and employment development. We note that policies ESD1 to ESD5 generally, and specifically policy ESD4, encourage this approach which we strongly support. The potential to provide CHP should be explored by potential developers with Viridor at the appropriate time and we are happy to assist if we are able and support liaison with Viridor.</p>

Community Safety, Fire & Rescue	<p>Currently the emergency cover requirements in the Cherwell district are appropriate to need, but are the subject of regular review, taking into account not only the proposed development of residential and commercial properties across the district but also the associated infrastructure development that could help to alleviate any potential response time pressures. In addition the following should be noted:</p> <p>Access for Firefighting: Oxfordshire Fire & Rescue Service (OFRS) assumes that access to the proposed sites and to the premises will be in accordance with the guidance in the current edition of Approved Document B to the Building Regulations volumes 1 & 2.</p> <p>Water Supplies for Fire fighting: We strongly recommend the provision of adequate and appropriate water supplies (fire hydrants) in accordance with the guidance in the current edition of Approved Document B to the Building Regulations volumes 1 & 2. We would also recommend that the development conforms to British Standards BS 9999:2008 (Code of practice for fire safety in the design, management and use of buildings – Section 23 Water supplies for fire and rescue service use - 23.2 Location and access to external water supply) & BS 9990 (Code of practice for non-automatic fire-fighting systems in buildings – Section 5, Private fire hydrants - 5.2 Provision and Siting)</p> <p>Automatic Water Suppression Systems: Oxfordshire Fire and Rescue Service also believe that fitting of Automatic Water Suppression Systems (AWSS) will materially assist in the protection of life, property and fire fighter safety. AWSS such as sprinklers and water mist systems do save lives; therefore OFRS strongly recommend the provision of such systems particularly in new build properties for the proposed sites.</p> <p>Flood Management: OFRS advise that planning developments will take into account the provisions of the Flood Management Act 2010.</p> <p>Emergency Response: It should be acknowledged that proposed development in the plan may have an adverse effect on our emergency response times. This would be due to an envisaged increase in traffic which will potentially delay Retained Duty System Firefighters reaching their fire station and the subsequent mobilisation en-route to an incident.</p>
Archaeology	<p>The National Planning Policy Framework (NPPF) defines the purpose of planning as '<i>contributing to the achievement of sustainable development</i>' (NPPF 2012, paragraph 6). The framework goes on to add that '<i>There are three dimensions to sustainable development: economic, social and environmental</i>' and defines the economic role as '<i>contributing to protecting and enhancing our natural, built and historic environment</i>' (NPPF 2012, paragraph 7).</p> <p>The conservation of the historic environment is therefore an important part of achieving sustainable development and this should be reflected in local plans as stated in the NPPF '<i>Local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment</i>' (NPPF Paragraph 126).</p> <p>In general the Local Plan does highlight the need to conserve the historic environment as part of sustainable</p>

	<p>development however there are a number of places where this could be clearer. The phrase ‘natural and built environment’ is used throughout the document and should be changed to the ‘natural, built and historic environment’ wherever it is used.</p> <p><u>Section A. Strategy for Development in Cherwell</u></p> <p>Our Vision for Cherwell District The vision for Cherwell states that ‘We will ensure development is sustainable by cherishing, protecting and enhancing our distinctive natural and built environment.’ This should also make reference to the historic environment, in line with the definition of sustainable development in the National Planning Policy Framework (paragraph 7).</p> <p>The conservation of the historic environment should also be listed as one of the ‘Challenges and Objectives for Ensuring Sustainable Development’ and the phrase ‘built and natural environment’ should be changed to ‘built, natural and historic environment’.</p> <p>The protection of the historic environment should therefore be regarded as a Strategic Objective and SO15 should be reworded to reflect the NPPF as suggested below.</p> <p>SO 15. To protect and enhance the historic and natural environments and Cherwell's core assets, maximising opportunities for improving biodiversity and minimising pollution in urban and rural areas and seeking to protect and enhance both designated and undesignated heritage assets throughout the district.</p> <p><u>Section B - Policies for Development in Cherwell</u></p> <p>Policy SLE1: Employment Development states that new, small scale, development proposals within rural areas will be supported if:</p> <p>‘The proposal and any associated employment activities can be carried out without undue detriment to residential amenity, the highway network, village character, the appearance and character of the landscape and the environment generally including any buildings or features of designated importance’</p> <p>Not all important heritage assets are designated and undesignated heritage assets that are ‘<i>demonstrably of equivalent significance to scheduled monuments, should be considered to be subject to the same policies for designated assets</i>’ (NPPF 139). This paragraph should therefore be changed to include important non-designated assets as well. The</p>
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	<p>phrase ‘any buildings or features’ should be replaced with ‘heritage assets as below.</p> <p><i>‘The proposal and any associated employment activities can be carried out without undue detriment to residential amenity, the highway network, village character, the appearance and character of the landscape and the environment generally including any heritage assets of designated importance or heritage assets of demonstrably equivalent significance’</i></p> <p>Policy ESD16: The Character of the Built Environment should be changed to ‘<i>The Character of the Built and Historic Environment</i>’. The policy itself does include measures to preserve sustain and enhance non designated assets however this does not fully reflect policies within NPPF. We would therefore recommend the follow wording.</p> <p>Preserve, sustain and enhance designated, and non-designated ‘heritage assets’ of demonstrably equal significance, (as defined in the NPPF) including features, archaeology, areas and their settings, and ensure new development is sensitively sited and integrated. Proposals for development that affect non-designated historic assets will be considered taking account of the scale of any harm or loss and the significance of the heritage asset as set out in the NPPF.</p> <p><u>Section C. Policies for Cherwell’s Places</u> C2 Bicester</p> <p>Meeting the Challenge of Ensuring Sustainable Development in Bicester states that one of the key environmental challenges facing Bicester is the character, appearance and setting of historic assets such as RAF Bicester and nearby villages. The Bicester area itself however contains a large number of heritage assets in the form of important below ground archaeological features including two scheduled ancient monuments. It is very likely that further important archaeological deposits are present within the area and this section should highlight the need for archaeological deposits to be taken into account as set out in the NPPF.</p> <p>The Banbury’s ‘key environmental challenges’ section states that the plan will need to be ‘managing growth in a way that will not unacceptably harm important natural and historic assets’. This should also be included in the ‘key environmental challenges’ section for Bicester as well.</p> <p>Strategic Development: Bicester 1 - North West Bicester Eco-Town Preliminary geophysical surveys, undertaken on the site of the NW Bicester Eco Town, have indicated the presence of significant areas of archaeological deposits which may represent a substantial constraint to development in some areas of the site. These will potentially require changes to the overall Masterplan and the design of the development in order to</p>
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	<p>meet the requirements of the NPPF. These potential constraints should be highlighted within the Eco Town specific policies of the Local Plan under key site specific design and place shaping principles as they are shown for other strategic sites in Bicester.</p> <p>We would recommend the following wording:</p> <p><i>An archaeological survey will be required due to heritage assets identified through geophysical survey. The Masterplan and subsequent development should allow the physical conservation of any heritage assets shown to be of demonstrably equal significance to designated assets.</i></p> <p>Bicester 3: South West Bicester Phase 2. A phased programme of archaeological investigation was undertaken during the first phase of this development which recorded a fairly large concentration of archaeological features. These include a Bronze Age barrow, requiring physical preservation in situ. These phased investigations did not investigate the area of the proposed phase 2 development and therefore there is the potential for further archaeological deposits to be encountered during any development. A phased programme will therefore also be required. It is possible that further archaeological deposits requiring physical preservation, as set out in the NPPF, may be encountered. The archaeological potential should therefore be noted in the Key Site Specific Design section of this plan as it has been for other strategic sites as shown above.</p> <p>Strategic Development: Bicester 11 – North East Bicester Business Park</p> <p>This site is located close to an area of identified archaeological features and an archaeological survey will be required to determine whether or not significant archaeological heritage assets are present on the site. We would therefore recommend that the following wording be added to the Key site specific design and place shaping principles section.</p> <p><i>An archaeological survey will be required due to heritage assets in the vicinity. The Masterplan and subsequent development should allow the physical conservation of any heritage assets shown to be of demonstrably equal significance to designated assets.</i></p> <p>Strategic Development: Bicester 12 - East Bicester</p> <p>The deserted medieval village of Wretchwick consists of a series of earthworks and associated below ground archaeological remains, the majority of which is designated. There are also areas of important earthworks outside of the scheduling. The area of earthworks outside of the scheduled area may also be considered to be demonstrably equal significance to the scheduled area of the site and should therefore be considered to be subject to the same policies. This</p>
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	<p>could represent a major constraint to the development of this site. The area of the undesignated earthworks is currently in the area of planned development and it is possible that these earthworks may also require physical preservation in situ or further investigation. The Key site specific design and place shaping principles should also highlight the presence on important non-designated heritage assets within the site.</p> <p>Surrounding the earthworks of the deserted medieval village are a number of fields containing associated ridge and furrow. These medieval and post medieval field systems are directly related to the designated village site and form an important part of its setting.</p> <p>Given that parts of this area are scheduled, English Heritage will need to be consulted on any plans for this site in order to determine if there is a setting issue associated with any development within this site.</p> <p>C3 Banbury Meeting the Challenge of Ensuring Sustainable Development in Banbury identifies that ‘managing growth in a way that will not unacceptably harm important natural and historic assets’. We are satisfied that this wording highlights the need to conserve and protect the historic environment and recommend that this wording be added as a key environmental challenge to all the policies for Cherwell’s places.</p> <p>Strategic Development: Banbury 3 – West of Bretch Hill The key site specific design and place shaping principles for this site states that ‘development must respect the historic environment, including listed buildings (Withycombe Farmhouse, Drayton Arch and Park Farm Barns), Drayton Conservation Area and Wroxton Abbey parkland’. This should also be amended to include undesignated below ground archaeological deposits.</p> <p>An archaeological survey will be required to determine whether or not significant archaeological heritage assets are present on the site. We would therefore recommend that the following wording be added to the Key site specific design and place shaping principles section.</p> <p><i>An archaeological survey will be required due to heritage assets in the vicinity. The Masterplan and subsequent development should allow the physical conservation of any heritage assets shown to be of demonstrably equal significance to designated assets.</i></p> <p>Strategic Development: Banbury 6 – Employment Land West of M40</p>
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	<p>The Key site specific design and place shaping principles section states that ‘An archaeological survey will be required due to close proximity to heritage assets’. An archaeological evaluation has already been undertaken on this site which recorded no archaeological features on the site. No further archaeological investigations will therefore be required for this site.</p> <p>Banbury 8 - Land at Bolton Road</p> <p>This site has the potential to encounter important surviving archaeological remains associated with the development of the medieval town. Any development will need to take into account surviving archaeological deposits which may require changes to the design of the development. There will be a requirement under NPPF for a desk based assessment followed by a trenched archaeological field evaluation to be submitted along with a planning application and this should be reflected in the key site specific design and place shaping principles for this site.</p> <p>The Key place shaping section should therefore include the following wording:</p> <p><i>An archaeological survey will be required due to heritage assets identified through geophysical survey. The Masterplan and subsequent development should allow the physical conservation of any heritage assets shown to be of demonstrably equal significance to designated assets.</i></p> <p>Strategic Development: Banbury 14 – Banbury Country Park</p> <p>This area has the potential for archaeological deposits to be present on the site which would be disturbed by the proposed tree planting and landscaping for this park.</p> <p>The following wording should therefore be added to the Key site specific design:</p> <p><i>An archaeological survey will be required due to close proximity to heritage assets</i></p> <p>C4. Our villages and Rural areas</p> <p>Meeting the Challenge of Ensuring Sustainable Development in our villages & rural areas</p> <p>This section states that ‘C.209 The major environmental challenge for our villages and rural areas is to maintain and enhance the quality of our natural, built and heritage.’ This should be amended to ‘enhance the quality of our natural, built and archaeological heritage’</p> <p><u>Cherwell Local Plan – Sustainability Appraisal: Archaeology comments</u></p>
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Box 2.1 Our Vision for Cherwell District

The vision for Cherwell states that 'We will **ensure development is sustainable** by cherishing, protecting and enhancing our **distinctive natural** and **built environment**.' This should also make reference to the historic environment, in line with the definition of sustainable development in the National Planning Policy Framework (paragraph 7).

The conservation of the historic environment should also be listed as one of the 'Cherwell 'Local Plan Strategic Objectives' in Box 2.2 and SO15 should therefore be reworded to reflect the NPPF as suggested below.

SO 15. To protect and enhance the historic and natural environments and Cherwell's core assets, maximising opportunities for improving biodiversity and minimising pollution in urban and rural areas and seeking to protect and enhance both designated and undesignated heritage assets throughout the District.

Table 5.1 - 10 Landscape and Historic Assets.

This section should also include that the district contains around 1600 undesignated heritage assets recorded on the Historic Environment Record.

Table 6.1: SA Framework.

We are satisfied that the wording of SA Objective 12 is sufficient to assess the sustainability of development regarding the historic environment.

Table 8.1: Results of the SA

Vision and Strategic Objectives: We agree with the suggested change to the wording of this objective.

BIC1 North West Bicester Eco-Development: A geophysical survey has been undertaken on the site which has shown the area to contain significant archaeological deposits and therefore the archaeological potential of the site is considered to be high. What is not known at this stage is the significance of these archaeological deposits and this will only be understood once an archaeological field evaluation has been undertaken.

	<p>The mitigation section of the SA should therefore highlight the need for further archaeological surveys to assess the significance of these known archaeological features and to assess if further un-identified features survive on site.</p> <p>BIC2 Graven Hill: This section highlights a minor positive effect on heritage assets improving the visual impact to the listed buildings however it neglects to mention the impact on development on the known archaeological features identified through geophysical survey. These features are not considered to represent a major constraint on the development but a phase of archaeological investigation will be required ahead of any development in order to reduce the negative effect on the historic environment. The mitigation section should therefore reflect this requirement.</p> <p>BIC 11 North East Bicester Business Park: This site is located close to an area of identified archaeological features and an archaeological survey will be required to determine whether or not significant archaeological heritage assets are present on the site and therefore the potential effect of this proposal on the historic environment. This should be highlighted in the mitigation section.</p> <p>BIC 12 East Bicester: The deserted medieval village of Wretchwick consists of a series of earthworks and associated below ground archaeological remains, the majority of which is designated. There are also areas of important earthworks outside of the scheduling. The area of earthworks outside of the scheduled area may also be considered to be demonstrably equal significance to the scheduled area of the site and should therefore be considered to be subject to the same policies. This could represent a major constraint to the development of this site.</p> <p>Surrounding the earthworks of the deserted medieval village are a number of fields containing associated ridge and furrow. These medieval and post medieval field systems are directly related to the designated village site and form an important part of its setting.</p> <p>The potential harm to the physical remains of this scheduled deserted medieval village, its associated earthworks and its setting could all represent a major negative impact as a result of this development and this should be highlighted in the Sustainability Appraisal.</p> <p>BAN 2 Hardwick Farm, Southam Road (East and West): The SA makes no mention of the potential impact on the setting of the grade II* listed building of Hardwick House and the earthwork remains of the deserted medieval village despite the close proximity of the development. It does however mention the setting of the crematorium which our records do not show as designated. These impacts should have been considered as a potential negative impact.</p> <p>BAN 6 Employment Land West of M40: The mitigation section states that the policy should reference the potential</p>
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	<p>heritage asset and require archaeological investigation and recording. An archaeological evaluation has been undertaken on this site which did not record any archaeological features or deposits. There is no need for further archaeological investigations on this site.</p> <p>There are the remains of a World War 1 munitions factory immediately east of the site in Northamptonshire but no remains extend into the area shown on the Local Plan maps for this site.</p> <p>BAN 8 Land at Bolton Road: This section seems to deal with the risk to standing buildings only. This area has high potential to encounter important surviving archaeological remains associated with the development of the medieval town. Any development will need to take into account surviving archaeological deposits which may require changes to the design of the development. There will be a requirement under NPPF for a desk based assessment followed by a trenched archaeological field evaluation to be submitted along with a planning application and this should be reflected in the SA.</p> <p>BAN 14a Banbury, Country Park: The SA highlights a significant positive effect of this park on the historic environment. This area has, however, the potential for archaeological deposits to be present on the site which would be disturbed by the proposed tree planting and landscaping for this park. The SA should therefore consider the potential negative impact on below ground archaeological deposits. The mitigation section should therefore highlight the need for archaeological surveys to assess the potential for archaeological deposits to survive on the site and to identify the potential effects of this proposal on the historic environment.</p> <p>As a result of these issues the potential impacts on the Historic Environment of the proposals within the Local Plan have not fully been assessed. The 'Potential cumulative effect' section should therefore be reassessed once these issues have been addressed.</p>
Ecology	<p>In general I support the overarching policies in the draft Local Plan in relation to biodiversity. However, I have concerns about some of the proposed strategic sites and the wording of the policies in relation to these sites. The proposed strategic sites include sites that appear ecologically sensitive and contain important and protected habitats and species, in particular:</p> <ul style="list-style-type: none"> • Bicester 2 - Graven Hill • Bicester 8 - RAF Bicester • Bicester 12 - East Bicester • Bicester 10 - Bicester Gateway • Bicester 11 - North East Bicester Business Park • Banbury 5 – North of Hanwell Fields

	<p>It is difficult to provide further comments on the sites at this time, because I do not have recent survey information.</p> <p>General Comments</p> <p>In line with policy and legislation, it is important that potential negative impacts on biodiversity are minimised and biodiversity enhanced, including the retention of existing, and creation of new, robust networks of habitats. The District Council should take into account a range of biodiversity constraints including statutory wildlife sites such as SACs and SSSIs as well as protected species. Non-statutory Local Wildlife Sites should also be taken into account. UKBAP Priority Habitats/Species, or habitats/species of principal importance as listed in S41 of the NERC Act, are also a planning constraint along with ancient woodlands and networks of natural habitats.</p> <p>Thames Valley Environmental Records Centre has already provided existing baseline information on many of these habitats/species and some survey information has been provided by site promoters. However, the Phase 1 surveys that were carried out at Options for Growth stage are no longer current and additional surveys are required.</p> <p>In all developments, existing landscape and biodiversity features such as ditches, ponds, hedgerows, mature trees and woodland should be retained, protected and enhanced wherever possible.</p> <p>All sites around Bicester should also have surveys carried out for the brown hairstreak butterfly (where there is suitable habitat present), as it is known to be present in the area.</p> <p>Comments made by OCC Ecology in response to earlier consultations (Banbury and North Cherwell Site Allocations Issues and Options Papers published July/November 2006 and the 2008 and 2010 consultations) highlighted the protected sites (SAC, SSSI and CWS) and notable species within 500m of a proposed site for sites that were being considered at those stages. If an area was within 500m of a conservation target area, it was noted as an opportunity for biodiversity gain.</p> <p>Opportunities</p> <p>In general, any development which is likely to impact on the existing biodiversity interest within a CTA, or on land which potentially allows for the expansion and linkage of existing habitats, should be strongly resisted. Detailed habitat surveys should be carried out to ensure development avoids damage to the existing resource and would not compromise existing wildlife corridor links.</p>
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	<p>The only CTA potentially affected by the draft Local Plan site allocations is the Ray CTA to the south-east of Bicester. BIC12 is partly within this CTA and careful consideration is required to ensure that the biodiversity integrity of this CTA is not compromised by this proposed development.</p> <p>However, as long as the biodiversity integrity of the CTA is not damaged there may be the potential for enhancing the biodiversity interest of the CTA as a whole particularly in relation to the various UK BAP priority habitats/species which it supports.</p> <p>There remains a potential concern about the hydrological impacts on designated sites and priority habitats in the Ray catchment to the south of Bicester and the District Council should also consider whether the hydrology (both water quantity and quality) at the Bicester Wetland Reserve Local Wildlife Site would be impacted by the proposed site allocations.</p> <p>The following general enhancement measures were proposed by Thomson Ecology in their report “Banbury and North Cherwell Site Allocations: Desk Study and Extended Phase 1 Habitat Surveys” for Cherwell DC should be considered on any sites where development is proposed. Whilst the surveys themselves are now out of date, the advice on general enhancement measures still appears relevant:</p> <ul style="list-style-type: none"> • The replacement of any trees lost during development with new ones of native species. For enhancement, a greater number of trees should be replaced than the number lost. • The use of hedgerows rather than walls or fences as boundaries around and within the site. Native shrub species such as hawthorn, blackthorn and elder should be used wherever possible. • Appropriate management of hedgerows for wildlife should also be encouraged, such as cutting alternate sides each year outside the bird breeding season. • The creation of ponds or other wetland areas planted with native species such as yellow-flag (<i>Iris pseudacorus</i>), frogbit (<i>Hydrocharis morsus-ranae</i>), flowering rush (<i>Butomus umbellatus</i>) and lesser spearwort (<i>Ranunculus flammula</i>). Ponds provide drinking and bathing water for birds and other species and can support a diversity of aquatic life. • The creation of flower-rich lawns or meadows in preference to species-poor amenity grassland. A range of seed
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	<p>mixes are commercially available containing a mixture of meadow grasses and wildflowers. These can be both highly attractive to residents or users of a site, plus support a diversity of invertebrate species which in turn provide food for birds and bats.</p> <ul style="list-style-type: none"> • The installation of bird and bat boxes in appropriate places around the site. A range of designs are commercially available including special bird or bat 'bricks' which can be installed directly into the structure of a building. Alternatively, wooden or 'woodcrete' boxes can be positioned on trees, walls or other features. For birds, species-specific designs are available which could benefit species of conservation concern such as house sparrows, starlings, house martins and swifts. <p>In addition, the following opportunities were identified for sites at that time known as CDA1 and CDA2 (most of this area now falls within BAN1 -Banbury Canalside):</p> <ul style="list-style-type: none"> • Replacement of artificial bank protection with bio-engineering features such as willow-spiling, coia rolls or bundles of willow 'faggots'. These can all provide bank protection whilst giving a softer more 'natural' bank profile which can benefit riparian wildlife. • Restoration of a meandering planform where the channel has been straightened. This can be achieved via the removal and re-engineering of artificial bank protection using the techniques described above. Putting bends back into the river recreates a sinuous planform and increases the diversity of habitats, including pools, riffles and bars. • Creation of artificial habitats aimed at supporting species of conservation concern. This could include the construction of an artificial otter holt, a vertical kingfisher nesting bank or gravel beds for fish spawning. <p>Detailed Comments</p> <p>Summary</p> <p>0. Foreword & Executive Summary</p> <ul style="list-style-type: none"> • I support the aim to "achieve net gains in biodiversity" in the Executive Summary. This is in line with the NPPF (2012), South East Plan policy NRM4 and the Natural Environment & Rural Communities (NERC) Act
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3. Section A – Strategy for Development in Cherwell

- Support the need to address the key challenge of:
“Cherwell's biodiversity needs to be protected and enhanced and capable of adapting to a changing climate. There is need to support the management of existing woodlands and wildlife sites and to identify new wildlife sites. The reduction in nesting and roosting sites is a particular concern.”
- I also support Strategic Objective SO 14:
“To protect and enhance the natural environment and Cherwell's core assets, maximising opportunities for improving biodiversity and minimising pollution in urban and rural areas.”

4. Section B – Policies for Development in Cherwell

Policy BSC2: The Effective and Efficient Use of Land – Brownfield land and Housing Density

The supporting text includes:

“Managing the use of previously developed land is important in maintaining the appearance of our towns and villages and to the well-being of our communities. It can also provide opportunities for enhancing biodiversity.”

It should not be assumed that brownfield sites have a lower biodiversity value than greenfield. Some brownfield sites can have high biodiversity value and some greenfield can have low biodiversity value, especially those in intensive cultivation. This potential biodiversity value of brownfield sites is recognised in policy ESD10.

Policy BSC10: Open Space, Outdoor Sport and Recreation Provision

Support the inclusion of natural/semi-natural green space and standards of provision. Where possible Cherwell should also include biodiversity and wildlife features in other green space, such as amenity green space and green corridors e.g. planting with native and locally provenance species, installing bird and bat boxes on trees, etc.

Policy ESD1: Mitigating and Adapting to Climate Change

Support this policy, it being important to help maintain biodiversity in a changing climate.

Policy ESD3: Sustainable Construction

I support the requirement for Code Level 4 of the Code for Sustainable Homes. Methods for meeting this requirement can include biodiversity enhancement, green roofs, etc.

Policy ESD9: Protection of the Oxford Meadows SAC

Is this policy linked to a marked geographical boundary? I suggest that wording is included to show that this policy applies to any areas and developments that could potentially impact on Oxford Meadows and not just the SAC and adjacent sites. This is to minimise any potential for this policy to be overlooked at individual planning application stage.

Policy ESD10: Protection and Enhancement of Biodiversity and the Natural Environment

Support this policy with the exception of proposing additional wording to the 6th bullet point:

- *“A biodiversity survey and report will be required to accompany planning applications which may affect a site of known or potential ecological value **or the biodiversity / natural environment of the local area.**”*

This proposed additional wording is to make it clear that a biodiversity survey and report would be required even if the development isn't going to affect a SSSI or LWS, but could affect protected species or UK BAP priority habitat. This wording is already in the supporting text and needs to be included in the policy for continuity.

Will any further advice be provided on biodiversity enhancements? There appeared to be more information provided on enhancements in an earlier version of this policy (in 2010).

Policy ESD11: Conservation Target Areas

Conservation Target Area approach is an existing and successful approach and I support this policy. I suggest

	<p>that some wording is included to allow for the possibility of other means of biodiversity offsetting to be used within the plan period.</p> <p><u>Policy ESD15: Green Boundaries to Growth</u></p> <p>Suggest amended wording of the 3rd paragraph of this policy: <i>“Green buffers will take the form of community woodland where the opportunity exists and when woodland planting is appropriate in landscape and ecological terms”</i></p> <p>The reason for the proposed additional wording is to ensure that woodland is not planted without first assessing whether the area and its geology already has existing, or high potential for, biodiversity value. For example, it would be inappropriate to plant woodland on an area of existing high quality of grassland. Has this assessment already been done on the areas proposed as Green Buffers?</p> <p>The Green Buffers should be retained in perpetuity and management mechanisms put in place.</p> <p><u>Policy ESD17: The Oxford Canal</u></p> <p>I am concerned that this policy does not include reference to the need to protect and enhance biodiversity, although it does cross-reference to policies ESD10 and ESD18 in the supporting text.</p> <p>The Oxford Canal contains important habitats and notable and protected species (including European Protected Species). This policy should be amended to ensure that harm to the biodiversity value of the Oxford Canal is avoided.</p> <p><u>Policy ESD18: Green Infrastructure</u></p> <p>Support this policy.</p> <p>Section C: Policies for Cherwell’s Places</p> <p>Page 5 of Section C - Support the recognition that one of the key environmental challenges facing Bicester is:</p> <p>“</p> <p><input type="checkbox"/> accommodating growth without having an adverse effect on the Oxford Meadows Special Area of Conservation</p>
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	<p>SACs are sites designated for European importance and it is essential that the plan does not harm the integrity of SACs.</p> <p>□addressing deficiencies in 'green' infrastructure” Addressing this issue could impact on reducing deprivation, promoting healthy living and reducing obesity, in addition to producing a higher quality natural environment for residents, visitors and wildlife.</p> <p>Strategic Development: Bicester 1 – North West Bicester Eco-Town Within the policy: “ – <i>Appropriate treatment of protected habitats and species on site, particularly protected species and habitats, and creation and management of new habitats to achieve an overall net gain in biodiversity</i>” Suggest this is amended as above, as it is not only new habitats and protected species and habitats that should be treated appropriately, but also existing habitats and species.</p> <p>Does Code Level 6 already require high quality biodiversity mitigation, compensation and enhancement standards?</p> <p>The supporting text states that: <i>“Biodiversity projects will be incorporated as part of the Masterplanning process”</i> This does not appear to be referenced within the policy. Please insert reference to this in the policy.</p> <p>Strategic Development: Bicester 2 – Graven Hill The Graven Hill Local Wildlife Site is within the site and is important that this is carefully managed and impacts of the development on the LWS are minimised e.g. to manage recreational pressure on the site. The supporting text refers to the wooded LWS being “...opened up for public access providing recreational and health benefits (subject to careful management given the ecological value of the woodland and its designation as a Local Wildlife Site)”</p> <p>The proposed site contains Great Crested Newts, a European Protected Species and reptiles which are UK protected species.</p> <p>The Graven Hill Local Wildlife Site is Ancient Woodland and there are records of a number of rare and notable species within the site including:</p> <ul style="list-style-type: none"> • Willow Warbler • Common Grasshopper Warbler • Green Woodpecker
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- Hoopoe
- Grizzled Skipper
- Bluebell

There would be disturbance to the LWS from new residents (and potentially existing residents from Bicester, as the site will become publically accessible). One of the main reasons for the wood's wildlife value is because it has been undisturbed for many years. Disturbance to populations of protected species (which will need to be translocated to undeveloped areas in the site) is also a concern.

The EU Habitats Directive (92/43/EEC) is implemented in the UK by the Conservation of Habitats & Species Regulations 2010. Local planning authorities have a statutory duty under Regulation 3(4) to have regard to the requirements of the Habitats Directive when considering an application in which European protected species may be affected. The Woolley ruling in 2010 highlighted the need for LPA's to discharge this duty correctly.

The species protection provisions of the Habitats Directive contain three 'derogation tests' which must be applied by Natural England when deciding whether to grant a licence for an activity that would otherwise lead to an offence under the Habitat Regulations. This licence is usually obtained after planning permission has been granted. The Woolley ruling made it clear that the LPA must also apply these three tests when determining a planning application, or be in breach of the Habitat Regulations. The three tests are:

- the activity must be for imperative reasons of overriding public interest (including those of a social or economic nature) or for public health and safety.
- there must be no satisfactory alternative.
- the favourable conservation status of the species must be maintained.

If it is uncertain as to whether or not a licence would be granted by Natural England, then planning permission must be refused.

There is also an issue of isolation of the LWS and protected species (bats, GCN, reptiles) – which is hard to mitigate given the location.

If Bicester 2 is developed there should be an overarching ecological strategy for the site to ensure mitigation and compensation can be effectively implemented at this ecologically sensitive site.

	<p>Outside of the LWS and within the proposed development area there are UK Biodiversity Action Plan Habitats, including:</p> <ul style="list-style-type: none"> • Broadleaved woodland • Dense/continuous scrub • Coniferous woodland <p>Bicester Wetland Reserve Local Wildlife Site (located between Bicester 10, 4 and Bicester 2) contains many rare and notable species. The site is particularly noted for its bird interest and is a Banbury Ornithological Society reserve. UK Biodiversity Action Plan habitat of CF1: Coastal and floodplain grazing marsh. It is important that the water quality and quantity is not impacted by development (at 10, 4 or 2, or in combination) and that indirect impacts are assessed to ensure that this area is not adversely affected e.g. recreational disturbance, noise, etc. The cumulative impact of development proposed at Bicester 2, 4 and 10 should be assessed, including the potential isolation of the LWS and disruption to the wildlife using the site.</p> <p>Bicester 2 also appears to include land to the north east of the B4100. The impact on the River Ray Conservation Target Area must be assessed and must not harm the integrity of the ecology of this area.</p> <p>Strategic Development: Bicester 3 – South West Bicester Phase 2</p> <p>The supporting text says that the site has “relatively low ecological value other than that provided by a small number of hedgerows and trees”. From the records available to me at this time this appears to be correct, although I have not received a recent ecological survey. Species recorded to the south-east and south-south-east outside the boundaries of the site include rare and notable butterflies (Small Heath, Grizzled Skipper, Wall, White-letter Hairstreak and Small Blue) and grass snake (UK Protected Species) and Barn Owl (protected under Schedule 1 of Wildlife & Countryside Act 1981 (as amended)), have also been recorded in the area.</p> <p>Strategic Development: Bicester 4 – Bicester Business Park Permission has already been granted for a business park in this location.</p> <p>Strategic Development: Bicester 5 – Strengthening Bicester Town Centre Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for
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	<p>residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges.</p> <ul style="list-style-type: none"> • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in this area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls <p>Strategic Development: Bicester 6 – Bure Place Town Centre Redevelopment Phase 2</p> <p>Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges. • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in this area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls <p>Strategic Development: Bicester 8 – RAF Bicester</p> <p>This site is proposed as Tourism Development.</p> <p>The District Council must ensure that biodiversity is protected and enhanced, particularly for any protected habitats and species on the site. The airfield is a proposed Local Wildlife Site for its potential interest as unimproved grassland and for possible value for invertebrates and birds and should be considered in the same way as a Local Wildlife Site and receive the same level of protection in the planning system.</p> <p>Surveys are required, including habitat as well as species surveys. Pipistrelle Bat (European Protected Species) roost has been recorded in the area. There are Great Crested Newts (also European Protected Species) at Stratton Audley Quarry to the immediate north of the site. Great Crested Newts spend part of the year living on land and commonly on grasslands. Therefore, it is important that GCN surveys are carried out to ensure the protection of GCN, or mitigation</p>
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	<p>and compensation. Surveys must be carried out at an early stage.</p> <p>Strategic Development: Bicester 9 – Burial Site in Bicester</p> <p>Location yet to be confirmed. Cemeteries/grave-yards have the potential to provide good habitats for wildlife. The use of native and local provenance planting and sowing should be encouraged within the landscaping.</p> <p>Strategic Development: Bicester 10 – Bicester Gateway</p> <p>There is the potential for significant harm to biodiversity from this proposal.</p> <p>Bicester Wetland Reserve Local Wildlife Site (located between Bicester 10, 4 and Bicester 2) contains many rare and notable species. The site is particularly noted for its bird interest and is a Banbury Ornithological Society reserve. UK Biodiversity Action Plan habitat of CF1: Coastal and floodplain grazing marsh. It is important that the water quality and quantity is not impacted by development (at 10, 4 or 2, or in combination) and that indirect impacts are assessed to ensure that this area is not adversely affected e.g. recreational disturbance, noise, etc. The cumulative impact of development proposed at Bicester 2, 4 and 10 should be assessed, including the potential isolation of the LWS and disruption to the wildlife using the site.</p> <p>There are many rare and notable species recorded at the LWS. The eastern part of the site also contains records of notable and rare species and therefore it is appropriate that this area (which also may be within the floodplain) is used for informal recreation (provided that this doesn't harm the ecology of the area) and ecological benefit, as proposed in bullet point 9 of the key principles in the policy.</p> <p>Please amend the bullet point 8 of the policy that states that there needs to be:</p> <p>"Adequate investigation of, protection of and management of priority and protected habitats and species on site given the ecological value of the site"</p> <p>Strategic Development: Bicester 11 – North East Bicester Business Park</p> <p>The District Council must ensure that biodiversity is protected and enhanced, particularly for any protected habitats and species on the site.</p> <p>The District Council must ensure that biodiversity is protected and enhanced, particularly for any protected habitats and species on the site. The airfield is a proposed Local Wildlife Site for its potential interest as unimproved grassland and</p>
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	<p>for possible value for invertebrates and birds and should be considered in the same way as a Local Wildlife Site and receive the same level of protection in the planning system.</p> <p>Pipistrelle Bat (European Protected Species) roost has been recorded in the area.</p> <p>The policy wording includes: <i>“The site is a proposed Local Wildlife Site. Ecological surveys must be undertaken to identify habitats and species of value and any mitigation measures required. Features of value should be retained and enhanced and the proposals should result in a net gain in biodiversity”.</i></p> <p>Strategic Development: Bicester 12 – East Bicester</p> <p>Extensive discussions have already taken place regarding this site and these should be taken into account if this site is developed.</p> <p>In general, any development which is likely to impact on the existing biodiversity interest within a CTA, or on land which potentially allows for the expansion and linkage of existing habitats, should be strongly resisted. Detailed habitat and species surveys should be carried out to ensure development avoids damage to the existing resource and would not compromise existing wildlife corridor links.</p> <p>The north-eastern part of Bicester 12 is within the Ray Conservation Target Area and part is potential BAP Priority Habitat. Careful consideration is required to ensure that the biodiversity integrity of this CTA is not compromised by the proposed development (or cumulative growth with other sites).</p> <p>BANBURY</p> <p>Strategic Development: Banbury 1 – Banbury Canalside</p> <p>It is encouraging that the following is included within the policy: <i>“Protection and enhancement of the biodiversity value of the site recognising the importance of the river and canal corridors”</i></p> <p>Rare and notable species recorded in the area include: Barn Owl, Grass Snake and Kingfisher.</p>
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	<p>Strategic Development: Banbury 2 – Hardwick Farm, Southam Road (East and West)</p> <p>Potential BAP Priority Habitat outside the site boundary to the east and to immediate north-east.</p> <p>Great Crested Newt surveys will be required. There is a potentially suitable pond close to the site and fields within the site could be used during the animals' terrestrial phase.</p> <p>Strategic Development: Banbury 3 – West of Bretch Hill</p> <p>No comments at this stage.</p> <p>Strategic Development: Banbury 4 – Bankside Phase 2 (Links to Banbury 12)</p> <p>Potential BAP habitat (broadleaved woodland) around the rugby ground, but this appears to be proposed to be retained, also the woodland to the north-east outside the site boundary.</p> <p>No comments at this stage.</p> <p>Strategic Development: Banbury 5 – North of Hanwell Fields</p> <p>Constraints have been identified at this site (within the part of the site that was BAN3 at the previous consultation). A brown long-eared (European Protected Species) maternity roost and two semi-improved grassland fields are present on the site</p> <p>The woodland bounding BAN5 to the north is potential BAP habitat and Natterers Bat has been recorded (all bats are European Protected Species). The woodland should be retained.</p> <p>Strategic Development: Banbury 6 – Employment Land West of M40</p> <p>Banbury Sewage Farm (adjacent to the site) has records of many rare and notable species, especially birds. This data is generally old and the new survey data for Banbury 6 and adjacent sites will need to be assessed.</p> <p>Strategic Development: Banbury 7 – Strengthening Banbury Town Centre</p>
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	<p>Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges. • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in this area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls <p>Strategic Development: Banbury 8 – Land at Bolton Road</p> <p>Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges. • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in this area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls • Green corridor - enhance space alongside Oxford Canal for wildlife & people <p>Any green space will need to be managed in perpetuity. The funding and delivery mechanisms should be identified by developers at the planning application stage, but perhaps CDC could include what they would expect for this in any SPD</p> <p>Whilst there don't appear to be any major constraints, bat surveys would be required to be carried out at the correct time of year and in advance of any planning application and to inform EIA. Until these surveys are carried out, it is impossible to comment further on potential constraints.</p> <p>Strategic Development: Banbury 9 – Spiceball Development Area</p>
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	<p>Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges. • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present within the Banbury area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls <p>Strategic Development: Banbury 10 – Bretch Hill Regeneration Area</p> <p>Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. Opportunities should be pursued for:</p> <ul style="list-style-type: none"> • Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges. • Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate • Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in the Banbury area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls <p>Strategic Development: Banbury 12 - Land for the Relocation of Banbury United FC</p> <p>Potential BAP habitat (broadleaved woodland) around the rugby ground, but this appears to be proposed to be retained. No further comments at this stage.</p> <p>Strategic Development: Banbury 13 – Burial Site Provision in Banbury</p> <p>Location yet to be confirmed. Cemeteries/grave-yards have the potential to provide good habitats for wildlife. The use of native and local provenance planting and sowing should be encouraged within the landscaping.</p> <p>Strategic Development: Banbury 14 – Banbury Country Park Support.</p>
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KIDLINGTON**Strategic Development: Kidlington 1 – Langford Lane Technology Park**

Many notable and protected species are present within this area and adjoining areas. These include: Barn Owl, Hobby and Kingfisher (protected as Schedule 1 species under Wildlife & Countryside Act 1981 (as amended)) and Otter (UK Protected Species) and Water Vole (protected under Schedule 5 of Wildlife & Countryside Act 1981 (as amended)). Careful consideration must be given to Rushey Meadows SSSI, which adjoins the south-western boundary of the proposed area of Green Belt review, Lower Cherwell Valley Conservation Target Area and Lowland Meadow BAP Priority Habitat.

It is important that no damage is caused to the SSSI, by direct or indirect impacts, also that impacts on protected species and the biodiversity value of the area are avoided.

Strategic Development: Kidlington 2 - Strengthening Kidlington Village Centre

Opportunities to protect and enhance biodiversity should be incorporated within the redevelopment. **Opportunities should be pursued for:**

- Green infrastructure e.g. street trees (can also help to provide shade in summer and a good environment for residents, visitors and wildlife), green roofs & walls, hedgerows, wildflower grassland verges.
- Sustainable Urban Drainage Systems - choose biodiverse options e.g. swales & ponds where appropriate
- Biodiversity in buildings e.g. swift bricks/ boxes (Swifts are present in the Kidlington area and are an Amber list Bird of Conservation Concern), bat bricks/ boxes, roof spaces designed for bats, green roofs & walls.

Infrastructure Delivery Plan (Section D)

There is an omission in the Infrastructure Delivery Plan, which currently contains no reference to ecology and scant requirements for Green Infrastructure.

Please insert the following into all IDP tables:

<i>Requirements/ Projects</i>	<i>Phasing</i>	<i>Priority</i>	<i>Policy Linkage</i>	<i>Funding (status and</i>	<i>Responsible body</i>	<i>Partners</i>	<i>Current Status</i>
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					<i>cost if known)</i>				
	Conservation Target Areas	2010-2031		Local Plan policy	Public/private sector Includes Developer Contributions		OCC & nature conservation organisations e.g. RSPB & BBOWT		
	Ecological mitigation/ compensation/ enhancements OR Include within green infrastructure the need for GI to have multi-functional benefits. GI is not just for amenity green space, but should include informal as well as formal recreation, relaxation, flood mitigation and drainage and for biodiversity.	2010-2031		NPPF	Public/private sector Includes Developer Contributions				
<u>Sustainability Appraisal</u>									

	<p>General Comments on the SA</p> <p>SA objective 10 is: 10. To conserve and enhance and create resources for the District's biodiversity</p> <p>I suggest that the need for networks of habitats should also be included within this objective.</p> <p>Without seeing the full SA with the tables for positive, negative and neutral effects against each objective it is difficult to see how the conclusions have been reached. There are anomalies in the results. For example, the SA concludes that Graven Hill would have a minor positive for biodiversity, whereas West of Bretch Hill would have a minor negative. This does not appear correct. Please can I be consulted on the full SA when it is available?</p> <p>The Habitat Regulations Assessment (assessing potential impacts on the Oxford Meadows SAC) conclusions will also need to be fully explained in the full report.</p> <p>Comments on Summary SA Policies: <u>BIC 2 – Graven Hill</u> I disagree with the assumption that: “Minor positive effects are identified in terms of ... biodiversity (the policy aims to create a net gain in biodiversity although onsite mitigation is required),...”</p> <p>This does not appear to take into account the potential for harm to the Local Wildlife Site and potentially to UK and European Protected Species.</p> <p><u>BIC 3 South West Bicester Phase 2</u> “There is potential for a significant positive effect on biodiversity as this is relatively low at present for a greenfield site and the policy requires enhancement including through wildlife corridors.”</p> <p>Whilst this may be correct, there is currently little ecological information available on this site. The results of surveys is required.</p> <p><u>BIC 4 Bicester Business Park</u> “Minor positive effects are identified ... biodiversity (plan policies require a net gain in biodiversity on development sites).”</p>
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	<p>I understand that consent has already been granted and therefore CDC must ensure that a net gain in biodiversity is achieved in line with their plan policies.</p> <p><u>BIC 10 Bicester Gateway</u> “There is potential for significant negative biodiversity effects given the site is a District Wildlife Site and there are BAP habitats and protected species in close proximity to the site and with regards to efficient use of land since the site is on greenfield land.”</p> <p>“There is uncertainty with relation to water quality as there is a water course just beyond the site to the east. Development will need to comply with the plan policies on flood risk, SuDS, water resources, water quality protection (Oxford Meadows SAC).”</p> <p>On my records it appears that BIC 10 adjoins the western boundary of the LWS but that the LWS is outside the site boundary. Please ask CDC to confirm this</p> <p><u>BIC 11 North East Bicester Business Park</u> “Minor positive effects are identified in relation biodiversity,.... The site is a proposed Local Wildlife Site which is in conflict with the proposed development, However, the policy requires that ecology surveys are undertaken to identify habitats and species of value and any mitigation measures required. It also specifies that ecological enhancement proposals should result in a net gain in biodiversity.”</p> <p>I do not agree that there would be a positive impact on biodiversity based on the information available to me at this stage. Unimproved grassland takes a long time to be created, so its loss could not easily be mitigated.</p> <p><u>BIC 12 East Bicester</u> “The SA has identified significant positive effects in relation to: Biodiversity as the policy requires provision of open space, the retention and enhancement of hedgerows, introduction of new landscaping features/wildlife corridors, which must ensure a net gain in biodiversity. It also requires a well-designed approach to the urban edge, with good access to the countryside.”</p> <p>This comment seems incorrect, Bicester 12 is partly within the Ray Conservation Target Area and potentially BAP Priority Habitat.</p>
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	<p><u>BAN 2 Hardwick Farm, Southam Road (East and West)</u> “Minor positive effects are identified with regards to biodiversity, resource use, waste and energy.”</p> <p>Survey information is required, in particular for Great Crested Newts.</p> <p><u>BAN 3 Land West of Bretch Hill</u> “Minor negative effects are identified in relation to air pollution, biodiversity and transport.” I query why this is recorded as a minor negative for biodiversity, whereas the ecologically sensitive Graven Hill is shown as a minor positive.</p> <p><u>BAN 4 Bankside Phase 2</u> “A number of minor positive effects are identified in relation to ...biodiversity (including protection of trees, retention of hedgerows & wildlife corridors)...”</p> <p>This appears correct based on the information available to me at this time</p> <p><u>BAN 5 North of Hanwell Fields</u> It is surprising that there is no comment on biodiversity in the summary SA for this site. There are potential ecological constraints that should be recognised.</p> <p><u>BAN 6 Employment Land West of M40</u> “Minor negative effects are identified in relation to efficient use of land (because the site is greenfield) and biodiversity (because there are habitats on site which could be lost through development).”</p> <p>This appears correct based on the information available to me at this time</p> <p><u>BAN 12 Land for the Relocation of Banbury United FC</u> “Minor negative effects are identified in relation to maintaining vibrant communities (in terms of potential noise pollution), accessibility, air pollution, transport and congestion, biodiversity and landscape.”</p>
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	<p>I query why this is recorded as a minor negative for biodiversity, whereas the ecologically sensitive Graven Hill is shown as a minor positive.</p> <p><u>KID 1 Langford Lane Technology Park</u> “The SA has identified significant positive effects in relation to accessibility as the site is within an existing employment area within Kidlington and for biodiversity as the ecological value appears to be limited and the policy requires a well-designed approach to the urban edge, including a comprehensive landscaping scheme, provision of wildlife corridors and the creation of a green infrastructure network. Significant positive effects are also identified for employment/economic growth as the policy will support the research and development sector and potentially provide employment growth for Kidlington and for.”</p> <p>I question why there are thought to be significant positive effects for biodiversity. Whilst the area proposed for Green Belt review may have low ecological value (surveys yet to be assessed) there are important and protected habitats and species that could potentially be affected by indirect impacts.</p>
Environment & Energy Strategy team	<p>Although the plan appears to have the broad breadth of measures covering their sustainable development policies, many relate to poor performance indicators rather than proactive/good performance. For example:</p> <p>“Planning permissions granted contrary to Environment Agency advice on flood risk grounds”, this doesn’t really measure the progress they’re making to adapting to climate change. It may be better to measure those permissions not granted, or perhaps those conditions granted with conditions to modify the development to ensure we adapt.</p> <p>“Amount of AONB lost to development” again the policies should be preventing this from happening, or measuring where AONB has been protected or whether habitat has been lost in one area and offset by creating a designated similar habitat elsewhere in the district.</p>
Library Services	<p>Oxfordshire County Council is committed to delivering a cost-effective, high quality library service that is fit for the 21st century and that will meet the needs of those living, working and studying in Oxfordshire and that will satisfy the Council’s duty under section 7 of the 1964 Act. The library service is highly valued and needs to be sustainable, relevant and available to future generations and will continue to improve and extend the service by, amongst other things:</p> <ul style="list-style-type: none"> • encouraging the use of library buildings as community spaces • working collaboratively with community groups and other service providers to target hard to reach groups by locating and resourcing the library service in other ways and using other community buildings (such as Children’s Centres, Adult Learning Centres, Early Intervention Hubs) where people already access services • incorporating complementary services into library buildings

	<p>The Cabinet agreed a plan in December 2011 that will see all public libraries remain open. Under this plan Banbury, Bicester and Kidlington libraries have been designated as core libraries. Adderbury, Deddington and Hook Norton have been designated as community libraries.</p> <p>Banbury OCC recognises that the existing Banbury library presents challenges to customer need in terms of its location in the town and its sustainability, being in a listed building where accessibility is poor. It could also be argued to be insecure due to its leasehold tenure. OCC has a strategic intention to look towards the provision of a new library facility for Banbury in a town centre location where it can contribute to and benefit from retail and other town centre activity.</p> <p>Bicester OCC recognises that the existing Bicester library is in an inappropriate location and that its size does not reflect the significant growth in population and customer base. OCC has a strategic intention to look towards the provision of a new library facility for Banbury in a town centre location where it can contribute to and benefit from retail and other town centre activity.</p> <p>New libraries at Bicester and Banbury are not fully funded and therefore are expected to require developer contributions.</p> <p>The villages and rural areas Although the Local Plan does not identify specific sites for future housing allocation, it does identify 23 villages within the district within which these allocations will be made. Within these policy groupings, OCC has libraries at Adderbury, Deddington, Hook Norton and Kidlington. There will therefore be increasing pressures on library services delivered from those libraries as they serve not only the village in which they are located but also the communities from these surrounding villages.</p>
Education & Early Intervention Services	<p>There is great variability in the phrasing and detail of the policy statements regarding education, e.g. Policies Banbury 1-5, Bicester 1-3. Banbury 1 is too brief; Banbury 5 is too spuriously detailed; I would have thought Banbury 3 pitches it about right.</p> <p>Section B page 23 goes into a lot of detail about things which aren't under CDC's control, and then ends up with a very brief BSC7. I've annotated the attached version.</p> <p>Section C page 55 states schools are among the facilities decreasing in rural areas – not true, or rather out of date – there haven't been any schools closed for years, and OCC policy is clear that it resists rural school closure. This statement doesn't at all reflect the current position that excess demand for village schools is more of a problem in nearly all cases. (There is a very small school in CDC which is vulnerable – Finmere – but this is now federated with another school to maintain its viability.)</p> <p>IDP education sections – in each case the “partners” for primary and secondary states “Private sector” – not sure what</p>

	<p>they mean by this (builders of schools or providers of educational services?) It should state "Academy Trusts". For nursery it should include "Private, voluntary and independent providers".</p> <p>There is no mention in the IDP of special education. At the moment the precise needs are unclear, and they will undoubtedly evolve during the plan period, so I would suggest that the comments for each primary and secondary section include "Requirement <i>for mainstream and special education provision</i> to be identified..."</p> <p>For nursery schools the IDP states. "Nursery provision for 3 year olds to be included in new primary schools." There may be some circumstances where this is not appropriate/possible, so better to say "normally"</p> <p>There is no mention of Youth facilities or Children's Centres, but I have not had any requests from either teams. I think we can assume OCC-provided Youth Centres are a thing of the past. Bicester and Banbury both already have 4 Children's Centres, and there is no current appetite for expansion.</p> <p>IDP page 10 - does only explicitly mentioning Canalside imply that nowhere else needs to provide a school?</p> <p>IDP page 13, Kidlington repeats the education sections even though no more housing is being proposed for Kidlington that other villages.</p>
Highways & Transport	<p>General comments</p> <p>There is a lot of repetition and inconsistency in the document, particularly in the policies for individual sites.</p> <p>Many of the bullet points in the 'Key site specific design and place shaping principles' sections in the summary boxes for each development area (in Section C) are actually not site specific but rather general guiding principles. These might be better expressed as policies in Section B. Phrases such as 'Layout of development that enables a high degree of integration and connectivity between new and existing communities' and 'A layout that maximises the potential for walkable neighbourhoods, with a legible hierarchy of routes and community facilities' appear in Bicester 1 - North West Bicester Eco-Town (page 9, section C, p 90 of the overall document) and also in Policy Bicester 2: Graven Hill amongst others.</p> <p>Similarly, public transport considerations are picked up in some strategic development policies but not in others and the same with walking and cycling. Infrastructure needs and key site specific design and place shaping principles under each of the strategic development sites should include public transport infrastructure (e.g. bus stops, bus priority etc), as well as consideration for public transport routeing and ease of bus manoeuvrability as part of their highway and place designs. An alternative approach may be that instead of these types of issues being repeated for each separate development area that a separate policy is created for them.</p> <p>Part of the same problem is that where such policies do exist (for example ESD7), these are only sometimes referenced in the 'Key site specific design and place shaping principles'. Bicester 1 and 3 both mention the use of SUDS but the applicable policy is not referenced, whereas Bicester 4, 10, 11 and 12 mention it and quote the policy (ESD7). Bicester 2, on the other hand, doesn't mention SUDS at all. Consistency is required.</p> <p>Financial contribution towards public transport improvement is picked up under 'infrastructure needs' for some sites but not others. It is important to note that combined contributions from strategic development towards pump-priming cross</p>

	<p>town services that link these with the town centres and core transport interchanges as part of an efficient bus network is likely to be more successful in terms of commercial viability. These will need to operate on a regular frequency, particularly in the peak periods, and to a good quality of service which key employment, retail and commercial areas with residential areas.</p> <p>Contributions will also be used to upgrade public transport infrastructure (e.g. bus stops, Real Time Information, bus shelters etc) to complement the improvement in bus services. This combined improvement will help to encourage the use of more welcoming public transport and thus reduce the reliance on private car.</p> <p>The wider public transport network and sustainable transport links within the development towns need to be considered rather than only in terms of access to the individual strategic development sites – otherwise we will fail to appreciate the wider picture. The plan needs to acknowledge and include opportunities to improve the integration between modes, especially between walking, cycling and public transport in order to maximise journeys made by sustainable means.</p> <p>All sites are capable of incorporating Sustainable Drainage Systems (SuDS). Some may prove more difficult than others but County Council officers do not envisage this preventing any particular site coming forward.</p> <p>In strategy and policy terms the County Council’s Countryside Access Team supports the proposals in this document. The vision for the district includes the rural economy, high quality of life, and social and physical infrastructure – including green infrastructure. The public rights of way network is central to these aspects and adds value to people’s lives as well as to the local economy. Cherwell have made these linkages very clear throughout the document.</p> <p>In general road safety terms, approaches that optimise sustainability will tend to support road safety objectives – for example the principle of focussing growth in Bicester and Banbury seems appropriate.</p> <p>Need to check the LPT3 Objectives are the correct ones throughout the document, as in Section B the LTP3 objectives used are those from LTP2.</p> <p>Foreword – page 4 – bottom of the table at the top of the page says “North West Bicester is anticipated to deliver land for 3,000 jobs by 2031” – this should presumably be a lower figure now that North West Bicester is proposed to deliver 1,794 houses by 2031 and jobs were to match housing numbers.</p> <p>Section A: Strategy for Development in Cherwell – the bullet points at the top of page 2 lack any mention of walking and cycling. A high quality of life should include modes of transport that have health and environmental benefits and enable people to make use of the open space provision.</p> <p>It needs to be clear that Cherwell will work with OCC and others to deliver the transport improvements – they cannot</p>
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	<p>commit to deliver the 3rd bullet point at the top of page 2. This is probably taken to be a given but it should be clear. The 3rd bullet point of the spatial strategy for Cherwell District (bottom of page 2) touches on economic development close to the airport. It needs to be clear that this is on the neighbouring Langford Lane Technology Park – or is further expansion intended?</p> <p>P3 – need people locally to have the skills to match the new economies in Bicester otherwise there will be high levels of in-commuting.</p> <p>Some of the terminology used in these sections needs defining, in particular of '<i>knowledge economy</i>' (first bullet point on page 3), '<i>green knowledge</i>' (top of page 4) and '<i>visitor economy</i>' (end of first paragraph on page 4).</p> <p>SO5, page 5 – sustainable modes need to be mentioned in this section. They are lacking throughout the document. Need to define what they mean by “sustainable development”.</p> <p>Paragraph at the top of page 6 mentions “south of the District” – this needs further explanation.</p> <p>Need to link between some of the challenges on page 6 – sustainable transport can help health, etc.</p> <p>Under the key challenges list (page 6) it is stated that '<i>Cherwell is ranked very poorly on a national measure of geographical accessibility of services.</i>' In what way is the district ranked poorly? Which national indicator is this based on? What is the evidence that this is the case?</p> <p>Under policy SO12 (page 7) add 'to services' after accessibility.</p> <p>Section B: Policies for Development in Cherwell</p> <p>Theme 1: Policies for Developing a Sustainable Local Economy</p> <p>Some of the terminology needs definition, in particular 'Performance Engineering' (page 1), 'eco-innovation hub along the Oxford – Cambridge technology corridor' (page 4),</p> <p>There are some contradictory details on skills shortages in Cherwell within this section of the plan, e.g. 'shortage in skills' (2nd paragraph of page 2) is mentioned and then 'Cherwell is highly skilled' (4th paragraph on page 2) just a few sentences later.</p> <p>The 'excellent transport links' on page 2 should also mention 'public transport' – bus is good as well as train.</p> <p>The text on homeworking (page 2) should mention the benefits this would have on reducing the need to travel and thus on reducing the strains on the transport network. Text should also be added about encouraging flexible working</p>
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	<p>conditions in workplaces throughout Cherwell to promote healthier lifestyles and minimise transport impacts.</p> <p>The list of employment development on page 4 should include logistics & distribution and tourism to reflect strategic developments like Graven Hill Rail Freight Interchange and RAF Bicester.</p> <p>Both the explanatory text and the policy SLE1: Employment Development should say ‘good access ... by public transport <u>and other sustainable modes, where possible</u>’.</p> <p>The top of page 11 states, “The Local Plan promotes a series of proposals to support a modal shift away from an over reliance on the car to less energy intensive forms of transport.” What are these? In many parts of the document sustainable modes and modal shift are missing.</p> <p>The text explaining Policy SLE4: Improved Transport and Connections (page 11) needs to include more about the development of public transport networks and bus services within the district, e.g. increased frequency, improved quality and reliability of bus services. This should particularly be the case on cross-town services in Bicester and Banbury, and on those ‘development bus routes’ which operate close to development sites. The aim should be to create an efficient public transport, with the necessary contributions and support from developments, to encourage more journeys to be made by bus and in the long term help bus services become commercially self-sustaining.</p> <p>We agree with references made to ‘a new inner relief road within Banbury is being investigated’ in 3rd para on page 11 – but this needs to be strengthened to take account of the town-wide Movement Strategy that is currently being progressed (i.e. it is about movement throughout the whole town, not just a specific piece of infrastructure).</p> <p>It would be less confusing with the south east relief road proposals if the SW Bicester Perimeter Road was now called Vendee Drive (page 11).</p> <p>The first paragraph of Policy SLE4 on page 12 needs to include ‘key interchanges’.</p> <p>There is no mention of Bicester Park & Ride in this section; there should be.</p> <p>The growth opportunities of London Oxford Airport appear to be overlooked. The airport could become a valuable catalyst for growth and future employment expansion in Kidlington, and the district. The key areas for development at the airport include:</p>
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	<p>a. Intensification of air activity through the growth in scheduled, charter and private air travel services to both national and international destinations. The airport currently has surplus capacity in terms of annual aircraft movements, this is largely due to the decline in flight training activity due to the increased use of ground flight simulators and of overseas 'fair weather' flight training.</p> <p>b. Intensification of ground activity within the existing site, in terms of expansion of terminal, office and hangar floor space to accommodate more tenants/companies onto the site and/or to accommodate increased air activity.</p> <p>c. Expansion of the airport boundaries, including runway and development on neighbouring sites (e.g. Langford Lane Technology Park)</p> <p>Under all of the above growth scenarios the airport provides an opportunity to attract businesses in the aviation field into the district.</p> <p>There should be consistency with the County Council's LTP3 policy SD4 – 'Support the development of air travel services and facilities which contribute to the economic development of the county, unless they have unacceptable transport or environmental impacts, or discourage making the best use of existing capacity.'</p> <p>Policy SLE4: Improved Transport and Connections – needs to reflect the news that the Government will be funding the East West Rail western section improvements and in particular that this will include electrification between Oxford – Bicester Town – Bletchley – Bedford as part of a strategic passenger and freight link to be known as the 'Electric Spine' from Southampton Ports up to Sheffield. The Electric Spine will mean electrification for Oxford – Banbury – Leamington Spa too. This will bring significant improvements for passengers but also improved prospects for rail-linked freight terminals and jobs along the route. Implementation planned for 2014-19. Theme 2: Policies for Building Sustainable Communities</p> <p>Policy BSC6: Travelling Communities should include consideration of the proximity to public transport services when identifying potential traveller sites.</p> <p>Policy BSC7: Meeting Education Needs should pick up on the link between sustainable travel and health and wellbeing.</p> <p>Policy BSC11: Local Standards of Provision - Outdoor Recreation – none of the qualitative standards for specific outdoor parks and public spaces really pick up transport and accessibility by sustainable modes, or facilities such as</p>
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	<p>cycle parking and way finding etc.</p> <p>Policy BSC12: Indoor Sport, Recreation and Community Facilities does not pick up on accessibility standards by sustainable modes. It only mentions 'Accessibility standard - 15 minutes' drive time'</p> <p>Theme Three: Policies for Ensuring Sustainable Development</p> <p>Policy ESD1: Mitigating and Adapting to Climate Change should look to reduce dependence on private cars, rather than reducing travel, as it appears to be more concerned with the location of development.</p> <p>Need to amend 'Appendix X' with a specific number on page 36.</p> <p>Policy ESD5: Renewable Energy (page 36) touches on the impacts on aviation activities, but there needs to be more explanation as to what is meant by this.</p> <p>Policy ESD6: Sustainable Flood Risk Management (page 38) needs to clearly define what the 'sequential approach' is.</p> <p>The second paragraph under the table on page 40 should be changed to say, "We will work actively with the Environment Agency, <i>Local Lead Flood Authority</i> and other operating authorities...."</p> <p>Policy ESD7: Sustainable Drainage Systems (SuDS) – the first paragraph in this section, 6th line, should read, "....which presumes that SuDS will be used for <i>all</i> new developments and redevelopments...."</p> <p>The bottom of page 40 should read that, "<i>Highway</i> SuDS will be adopted by Oxfordshire County Council but must be located..... <i>Non-highway SuDS draining two properties or more will be adopted by the Local Lead Flood Authority (LLFA) after Schedule 3 of the 2010 Act comes into force.</i>"</p> <p>The Policy ESD7 box (page 41) – opening sentence should say, "All developments<u>s</u> will be required..."</p> <p>The final sentence in the policy box needs to read, "...require the approval of Oxfordshire County Council as <i>LLFA</i> as SuDS Approval Body...maintenance and replacement of the <i>SuDS features</i>."</p> <p>Policy ESD16: The Character of the Built Environment – detailed text under the 4th paragraph should include having regard for sustainable access to, from and within developments. This would then be compliant with LTP3 Policy SD1.</p>
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	<p>Policy ESD17: The Oxford Canal (page 54) - policy box should include ‘encouraging the growing and inclusive use of the Oxford Canal, and support appropriate opportunities for developing transport on the canal and towpath.’ This is consistent with LTP3 Policy AX6 and does not just limit it to leisure and tourism use.</p> <p>Policy ESD18: Green Infrastructure - add the word ‘sustainable’ before connectivity in the 2nd bullet point. This allows for access by all sustainable modes.</p> <p>Section C: Policies for Cherwell’s Places – Some of the wording within the paragraph, “We are looking to secure ... surrounding neighbourhoods” on page 1 could be clearer. Are mixed developments only sought in town centres? How will infrastructure investment strengthen the vitality of the town centre – does this apply to all town centres or just one? How will traffic be progressively redirected and links be strengthened? This paragraph also should acknowledge that infrastructure investment will encourage the use of sustainable modes, so that it covers cycleways, bus priority measures etc.</p> <p>The sites that have been proposed for allocation for the future developments in Cherwell can only be summarised for their development control requirements as they are not at a detailed level at this stage and the time limits for responding do not enable a fuller response. <u>For all sites there must be:</u></p> <ul style="list-style-type: none"> - A masterplan in place i.e. movement frameworks, accessibility assessed etc. - Vehicle access arrangements designed to the appropriate design standards determined by the Oxfordshire County Council as the Local Highway Authority. - Residential developments/layouts in line with the guidance in Manual for Streets, SUDS and designed/constructed to Oxfordshire County Council specifications to enable future adoption. Site specific Design Codes are to be agreed by both the Local Highway Authority and the Local Planning Authority by working closely with developers. - Commercial developments designed and constructed to Oxfordshire County Council specifications. - Future transport strategic improvements such as footway, footpath, cycle routes, relief road alignments identified
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	<p>on site allocations.</p> <ul style="list-style-type: none"> - Pedestrian and cycle audits will be required where appropriate with identified improvements provided by a development if assessed necessary. - Public transport links assessed and audited as part of a Transport Assessment. With the high number of sites being put forward in Banbury and Bicester as part of the draft local plan a public transport service strategy including robust service specifications for the towns must be in place prior to any sites being approved. The funding of these services needs to be costed and paid for by the developments. - Drainage formally agreed and approved by Oxfordshire County Council's Drainage Team. - Rights of Ways checked to ensure no footpath diversions are required etc. - Transport related infrastructure mindful of Oxfordshire County Council's reduction to its carbon footprint policies and working practices. - Appropriate highway boundary investigations and land searches undertaken where appropriate. <p>Car & cycle parking standards must be included within the Local Plan to ensure they are adopted by the District.</p> <p><u>Required documents for future submission and design requirements:</u></p> <p>A robust Transport Assessment (TA Scope can be provided)</p> <p>A Travel Plan</p> <p>Development layout to accord with MfS (and to be constructed to OCC specifications)</p> <p>Car parking standards to OCC/CDC adopted standards</p> <p>Cycle parking standards to OCC standards</p> <p>Tracking plans</p> <p>Pedestrian and Cycle Audit</p> <p>Safety Audits on proposed access arrangements and off-site highway improvements</p> <p>Transport Contribution strategy of town and public transport infrastructure and enhancements to existing/new bus services</p> <p>S106 Agreements</p> <p>S278 Agreements</p> <p>Construction Traffic Management Plan</p> <p>Routeing Agreement</p>
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C.1 Bicester

The Masterplan list of town needs should pick up on transport, including the need for sustainable transport networks and strategic links.

“...to meet the transport needs of the town by...” on page 2 - need to make it clear that the South East relief road will enable improved sustainable movements in the rest of the town.

The improvements to Junction 9 M40 should be added to the list of initiatives that will benefit Bicester, on page 2. This will improve journey time and reliability (through reduced delays) and will enhance a key link between the town and the ‘M25 corridor’ and West Midlands.

The section on transport needs on page 3 should include improving the connectivity and attractiveness of pedestrian, cycle and public transport networks across Bicester. The emerging Movement Strategy makes it clear that the additional road infrastructure to the east will open up the rest of the town for sustainable modes. This benefit needs to be clear. **Despite considerable investment mode shift work is missing – refer back to the top of page 11 in Section B which claims this is evident within the document.**

The section needs to acknowledge that new developments coming on board in Bicester will maximise opportunities to create an efficient and attractive public transport network within the town, which will link strategic developments with the town centre, the train stations, larger settlements (e.g. Oxford) and rural communities (e.g. Arncott and Ambrosden).

This section does not mention the ‘garden city’ concept that is mentioned within earlier sections of the plan.

The Bicester paragraphs of Section C already say a fair amount bit about EWR, but this should be expanded to talk about the electrification plans. The sub-section about the town in 2031 needs to talk about the significant investment in the rail infrastructure that will have been made by then and the opportunities this will bring to Bicester in terms of attracting businesses to the town and, as in-commuting becomes more of an issue in the future, the opportunities to bring people in by sustainable transport.

Bicester in 2031 – the Bicester vision bullet points (page 6) should include an additional aspiration to, ‘Create an efficient sustainable transport network within the town which maximises connectivity between the strategic development sites, the town centre and key interchanges, particularly the railway stations, so as to achieve high levels of sustainable transport use.’

Strategic Development: Bicester 1 – North West Bicester Eco-Town

	<p>It is important, from a transport perspective, that the build out of the development is phased such that it concentrates growth, preferably close to the B4030, B4100 and A4095 borders, rather than having fragmented pockets of developments spread over a wide area of the site. The latter would make it very difficult to serve by public transport.</p> <p>Infrastructure needs in the policy box on page 9 – whilst crossing of the railway line is one of the key aspects of the site, it is not the only one and is not readily resolved. The access and movement must mention the emphasis on sustainable modes and include public transport infrastructure (e.g. bus stops).</p> <p>The railway does cut through the site and there should be more than one bridge or subway point across the railway line so as to minimise the severance it causes, and to ensure access and integration across the site. The crossing point should include public transport access so as to ensure that an effective public transport service can serve the entire site. If these elements cannot be delivered an effective alternative approach must be put forward that deals with movements across the whole site and the increased use of Howes Lane / Lord's Lane and the Bucknell Road railway bridge that this would result in.</p> <p>The details of access points will need careful consideration as the masterplan for the site is considered. Connectivity with the existing town will be a priority.</p> <p>Contributions to a core frequent public transport route should aim to deliver a commercially self-sustaining service once North West Bicester reaches its final stages of completion.</p> <p>LTP3 Bicester Area Strategy refers to a Rapid Bus Route. The current thinking on public transport movements between the site and the town centre will need careful consideration as the masterplan for the site emerges.</p> <p>The policy box needs to remove the Graven Hill sentence – 4th bullet point on page 10!</p> <p>Strategic Development: Bicester 2 - Graven Hill</p> <p>There is no mention of a bus service or bus infrastructure. The “excellent transport connections” paragraph on page 11 should mention the existing bus service (the S5) which is currently operating to an hourly frequency along this section of the route and which could run more frequently as Graven Hill progresses. In addition, a new local service around the site would be developed and there is an opportunity to link this site with Bicester Town Station, the town centre and North West Bicester through a cross-town service.</p> <p>New access points into the site should be situated as close as possible to the A41 and existing bus stops.</p>
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	<p>Ensure sustainable connectivity to the Rail Freight Interchange</p> <p>J9 missing from the text. Sustainable travel missing too. Under 'key site specific design and place shaping principles' it is stated that there will be "a high degree of integration and connectivity between new and existing communities" - how will this site link in with the existing town? This is an essential issue that needs to be resolved. Make clear what a South East relief road would deliver for Graven Hill. No talk about Site C.</p> <p>Strategic Development: Bicester 3 - South West Bicester Phase 2 It is unlikely that the main Phase 1 bus services will divert from its route to serve the Phase 2 site, therefore they should remove reference to 'extending the Phase 1 bus service' at the top of page 14. The emphasis should be on the provision of effective walking and cycle links to the Phase 1 bus route (including additional bus stops), as well as the new Park & Ride and new bus stops along Middleton Stoney Road (B4030).</p> <p>Strategic Development: Bicester 4 - Bicester Business Park Under the 'key site specific design and place shaping principles' within the policy box – amend the 4th bullet point to 'Construction of bus stop lay-bys close to the A41 pedestrian crossing to link the new development to bus services that operate along this key Oxford – Bicester corridor.'</p> <p>"Contribution to the creation of a footpath network around Bicester" – should be clearer that this is about pedestrian / cyclist access between sites in southern Bicester.</p> <p>Bicester 5 and 6 – Strengthening Bicester Town Centre and Bure Place Town Centre Redevelopment Phase 2 – the issues are about access to the town centre and movements within the area.</p> <p>Bicester 7 – Meeting the Need for Open Space, Sport and Recreation – with the policy box the first bullet point would be clearer if the following wording was added in, "Seek to establish an urban edge park around the outskirts of the town, by protecting the existing network of green spaces and securing new open space <i>and linear route</i> provision linked with public footpaths/cycleways, to create a circular route with connections to the town centre and the countryside beyond". This is covered under policy ESD18 but would be clearer here.</p> <p>Strategic Development: Bicester 8 - RAF Bicester</p> <p>The policy needs to mention access to the site by public transport, via the Caversfield Turn bus stops which are on the Oxford – Cambridge Corridor.</p>
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	<p>Strategic Development: Bicester 10 - Bicester Gateway This is a good example of the inconsistency in the style of writing about individual sites. This one which is more removed from the town than some others does mention sustainable travel options whereas others with easier such links do not mention this. Consistency in approach is required.</p> <p>Direct bus services to this development are unlikely to become commercially viable and would not be supported by the County Council. Therefore under the 'key site specific design and place shaping principles' in the policy box the emphasis should be on improving the walking and cycling links to the Chesterton Turn bus stops or the bus stop lay-bys which are proposed as part of the Business Park development, rather than accommodating bus stops to link the development with the wider town.</p> <p>There is little need for another A41 pedestrian crossing near this development. Is bullet point 6 referring to the one proposed for the Business Park?</p> <p>Strategic Development: Bicester 11 - North East Bicester Business Park The 'key site specific design and place shaping principles' in the policy box should include connections to existing public transport services through the creation of new stops and walking routes.</p> <p>Strategic Development: Bicester 12 - East Bicester Include the word 'sustainable' under the 6th bullet point in the 'key site specific design and place shaping principles', i.e. "Improved <i>sustainable</i> connections...."</p> <p>C.2 Banbury These comments have not tried to pick up on the typos but one glaring one is on page 25 of Section C, the 3rd paragraph reads, 'Banbury faces <i>typographic</i> constraints to the east (the M40) and west...." From the same paragraph, the following also does not read very well, "These are all natural (and manmade) barriers to growth.' 'Whilst most employment and housing growth will take place on the edge of the town, this plan seeks to also take active steps to strengthen the town centre' page 25, section C.2 seems the opposite to, 'This Plan seeks to ensure that the town centre remains the primary focus for new development;' page 26, section C.2.</p> <p>C.2, page 27, the following text is unclear, "The town centre has an inner town centre core area and an outer town centre core area. It is intended to expand the town centre boundary (and the core area) over the period covered by the strategy." Further description of these inner and outer cores are needed and is the expanding town centre boundary the one that covers both core areas or just the inner one? This is unclear.</p>
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	<p>Meeting the challenge of Building a Sustainable Community in Banbury (page 27, 1st paragraph) – the issue of access to services being deprived needs to be explained. Is this access to services via public transport or is it a lack of, or variety of other public services such as libraries?</p> <p>Similarly under the 2nd bullet point on page 28, is it the provision of those services that needs to be improved or public transport links to existing services need to be provided?</p> <p>‘Banbury’s key environmental challenges’ (page 28) - the 2nd bullet point should be more specific, be worded to say, “The need to manage traffic congestion, <i>reduce dependency on the private car and provide more opportunities to make journeys on foot, by bike and on public transport.</i>”</p> <p>“Managing traffic congestion” is mention twice in this list.</p> <p>Under the last paragraph on page 28 replace ‘<i>traffic management</i>’ with travel.</p> <p>The Banbury paragraphs of Section C also need to be expanded to talk about the ‘Electric Spine’ on the Oxford – Banbury – Leamington Spa corridor too and the benefits it will bring including attracting more businesses and jobs to the town. Perhaps this is best discussed under the headings of “Banbury in 2031” on page 110 by adding a bullet point and in “Strategic Development: Banbury 1 - Banbury Canalside” on page 111, since it is through the Canalside Strategic development site that access to/from Banbury Station can be greatly improved and realised.</p> <p>Banbury in 2031 - under the 3rd bullet point amend the sentence, ‘There will be more opportunity to travel on foot, by cycle, and by bus <i>through sustainable transport networks within the town</i>, and traffic management measures will have been implemented’</p> <p>Under the 8th bullet point on the Strategy for Banbury, amend the sentence to read, ‘Provide for new development in accessible locations which will provide good opportunities <u>for accessing</u> public transport <i>and enhancing the town’s bus route network</i>, for delivering and using new cycleways....’</p> <p>Strategic Development: Banbury 1 - Banbury Canalside</p> <p>Question the deliverability and viability of a ped/cycle bridge over the railway line, as unlikely to be able to deliver without the input of Chiltern Railways who at present have reservations about open access through the station.</p> <p>The Canalside development should incorporate improvements to the railway station forecourt. The development needs</p>
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	<p>to facilitate a high quality walking route between the station and the town centre. Suggest this is included under 'Infrastructure needs' - new bullet point: "Provision of well-defined walking and cycling route/s between Banbury rail station and Banbury town centre to form a primary route as part of a walkable neighbourhood, to encourage sustainable modes of travel."</p> <p>'Infrastructure needs' - new bullet point: "Provision of a bus route through Canalside, to serve Banbury Rail Station via Station Approach and Tramway Road forming a key Banbury bus route."</p> <p>Under 'Infrastructure needs', add new bullet point: "Bring forward opportunities for capacity enhancements on the Cherwell Street corridor and Bridge Street junction as part of the Canalside development, for the benefit of north-south vehicular traffic but also for pedestrians and cyclists travelling between the town centre and Grimsbury area." This is a key transport requirement/opportunity with this development and will form a key part of the SPD, so worthy of inclusion in the Local Plan.</p> <p>Under the 'key site specific design and shaping principles' – amend the 11th bullet point to include consideration or facilitation of bus movements too. Also amend the 14th bullet point to read, 'The provision of a bus route through the site with <i>improved bus stop arrangements at the railway station and new bus stops in the site.</i>'</p> <p>Key Site Specific Design and Place shaping principles - New Bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 2 - Hardwick Farm, Southam Road (East and West)</p> <p>'Infrastructure needs' – new bullet point: "Provision of good public transport service serving both development areas, providing links to the town centre".</p> <p>'Infrastructure needs' – new bullet point: "Provision of walking and cycling routes throughout the development to access local services and integrate with surrounding urban areas, in particular areas of existing employment".</p> <p>'Key site specific design and place shaping principles' – add "via sustainable transport modes" after communities under the 4th bullet point. Under the 5th bullet point include public transport.</p> <p>Add the incorporation of public transport services which link this development to other strategic developments (i.e. North of Hanwell Fields, Bankside, Spiceball Development Area), the town centre, the railway station, as part of creating an efficient bus network across the town that will, in the long term become commercially self-sustaining.</p> <p>Key Site Specific Design and Place shaping principles - new bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 3 – West of Bretch Hill – within the infrastructure needs and place shaping</p>
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	<p>principles there needs to be a strong focus on providing green infrastructure alongside interpretation and outreach here as the area has spring deprivation but good location for access to nature and greenspaces.</p> <p>In reference to the 4th bullet point under the infrastructure needs – it is unlikely that the existing Bretch Hill bus service will be re-routed to serve this site. Instead the existing service will probably be upgraded in terms of frequency and quality. The emphasis should therefore be on the provision of effective walking and cycling links to the existing bus stops which may be relocated and the existing local centre. This suggestion could be picked up under the 7th bullet point under the specific design and place shaping principles.</p> <p>Strategic Development: Banbury 4 - Bankside Phase 2 (Links to Banbury 12)</p> <p>Need to acknowledge there is a possible access issue, as this site is only accessible from Bankside Phase 1, and not from the existing highway network.</p> <p>There is concern that the access to Bankside Phase 1 with signals at A4260/Weeping Cross will be over capacity with the addition of Bankside Phase 2.</p> <p>There is some potential in having the site served by the Phase 1 bus service, or indeed the north-south cross-town bus service suggested above for 2. Hardwick Farm strategic development.</p> <p>Under the 'Access and Movement' element of the infrastructure needs add public transport infrastructure.</p> <p>'Infrastructure needs' - new bullet point: "Provision of a bus terminus within the site, to provide end of route facilities".</p> <p>'Infrastructure needs' - new bullet point, "Provision of walking and cycling routes throughout the development to access local services and integrate with surrounding areas, in particular Bankside Phase 1".</p> <p>Add buses to the 1st bullet point under 'key site specific design and place shaping principles'. Also consider connectivity to the neighbouring Football Club relocation and the Phase 1 Bankside development. Add connectivity with existing public transport services (e.g. S4 Banbury to Oxford service).</p> <p>Key Site Specific Design and Place shaping principles - new bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 5 - North of Hanwell Fields</p> <p>Under the 2nd bullet point on infrastructure needs add the incorporation of public transport services which link this development to other strategic developments (i.e. Hardwick Farm/Southam Road, Bankside, Spiceball Development Area), the town centre, the railway station, as part of creating an efficient bus network across the town that will, in the long term become commercially self-sustaining.</p> <p>'Infrastructure needs' – new bullet point: "Provision of walking and cycling routes throughout the development to access local services and integrate with surrounding areas, in particular local facilities in Hanwell Fields".</p> <p>Key Site Specific Design and Place shaping principles - new bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p>
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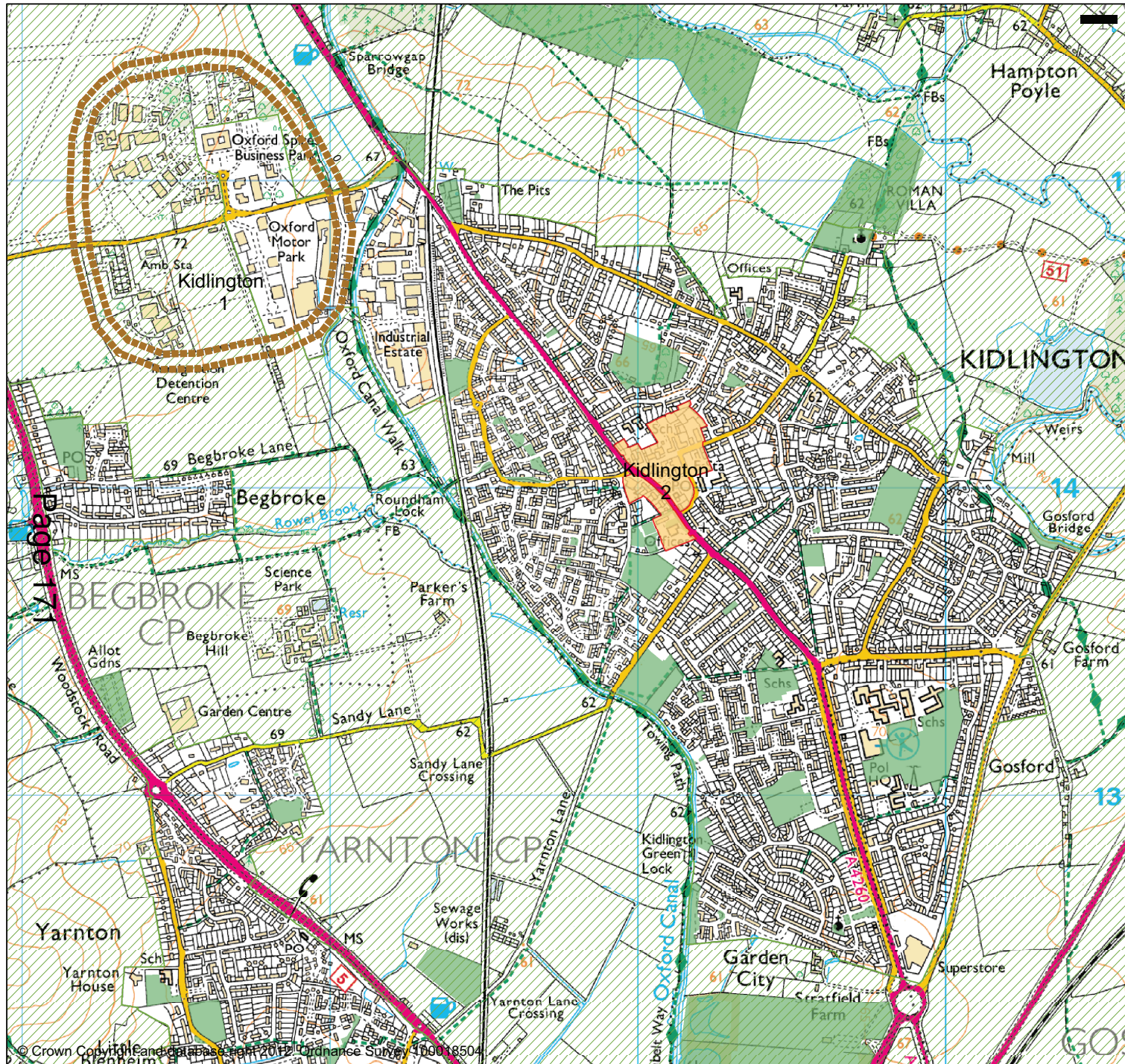
	<p>Strategic Development: Banbury 6 – Employment Land West of M40 It is very questionable as to whether this site is within walking distance of the town centre and bus and railway stations. Has this been assessed? No bus services run along Overthorpe Road. The nearest bus stop is over 1km away on Middleton Road, which makes the site rather inaccessible by public transport. The development should fund a bus service to the site. The line for a road has been protected through this site by Cherwell’s Planning Committee. Investigations are underway as part of the town-wide Movement Strategy to assess the need for this piece of infrastructure. Is there possible conflict that this site may have planning permission before the Cherwell Local Plan is adopted, and therefore the objectives of the site may not be delivered as outlined in the Local Plan? Under the satisfactory access arrangements (11th bullet point) under the ‘key site specific design and place shaping principles’ there should be an emphasis on improving pedestrian and cycle links to the railway station. ‘Infrastructure needs’ – new bullet point: “Provision of good public transport service providing links to the town centre” Key Site Specific Design and Place shaping principles - new bullet point: “Submission of a transport assessment and travel plan will be required to assess the transport implications”. Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 7 - Strengthening Banbury Town Centre Within the Canalside bullet point – consider re phrasing “This area will form an important link between the rail station..” to “This area will form an important <u>walking and cycling route</u> between the rail station..”</p> <p>Banbury Bus Station – this text is not clear as to whether the bus station is being redeveloped to keep the bus station facility on this site or if the bus station site will be redeveloped for commercial use and the bus station facility will be provided elsewhere? This issue should be addressed here, as providing excellent bus access to Banbury town centre (from within and from outside of Banbury) is vital to the success of the town.</p> <p>Redevelopment of the bus station should include the aim to improve bus routeing and the passenger waiting environment, and to create an attractive public transport interchange and gateway into the town centre.</p> <p>Strategic Development: Banbury 8 - Land at Bolton Road Under the ‘key site specific design and place shaping principles’ amend the 9th bullet point to read, “Enable sustainable modes of travel through the provision of high quality walking routes to access public transport”. Key Site Specific Design and Place shaping principles - consider adding a new bullet point with regard to the design of</p>
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	<p>the car park.</p> <p>Key Site Specific Design and Place shaping principles - new bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 9 - Spiceball Development Area 'Infrastructure needs' – new bullet point: "Develop a well-defined pedestrian and cycle route to the town centre, bus stops and the rail station".</p> <p>Add under the 'key site specific design and place shaping principles', include, "Encouraging more trips to be made by sustainable modes of transport, through the provision of public transport, pedestrian and cycling infrastructure".</p> <p>Key Site Specific Design and Place shaping principles - new bullet point: "Submission of a transport assessment and travel plan will be required to assess the transport implications". Or this should be in a general policy in Section B.</p> <p>Strategic Development: Banbury 10 - Bretch Hill Regeneration Area – within the infrastructure needs and place shaping principles there needs to be a strong focus on providing green infrastructure alongside interpretation and outreach here as the area has spring deprivation but good location for access to nature and greenspaces. 'Infrastructure needs – Access and Movement' - consider rewording this as the regeneration is unlikely to deliver a direct bus service from Bretch Hill to the employment areas in Banbury such as Beaumont Rd/Ermont Way etc (except those in the town centre). Suggest amending the 4th bullet point to read, 'The scheme will look to <i>enhance existing bus services to the town centre through promoting greater awareness of opportunities to travel by bus, enhancing public transport infrastructure in Bretch Hill and walking and cycling links to bus stops.</i>'</p> <p>The existing traffic calming measures in Bretch Hill should also be reviewed as part of the regeneration with consideration given to bus and pedestrian movements.</p> <p>Strategic Development: Banbury 12 - Land for the Relocation of Banbury United FC The relocated club will not be as sustainable as its current location because it will be on the most southern extent of the town. Therefore efforts must be made to provide good pedestrian and cycle links between this site and bus services which will serve the neighbouring Bankside phase 2 site, and on the existing Oxford to Banbury service which runs along the adjacent Oxford Road (A4260).</p> <p>Strategic Development: Banbury 14 - Banbury Country Park - under ESD18 the improvements to linking public</p>
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	<p>rights of way should be funded through developments that are contributing to the country park. This site is not in a sustainable location as far as public transport access is concerned as no bus services currently go near the site. 'Infrastructure needs – Access and Movement' - should include text on improving pedestrian and cycle access to public transport services which will serve the neighbouring Hardwick Farm/Southam Road strategic development site.</p> <p>C.3 Kidlington Add another point under the main issues list (page 51), 'Building on strong public transport links to Oxford and Bicester by improving and extending the frequency and quality of bus services serving key growth areas of Kidlington, such as Langford Lane Technology Park.' Rename Oxford London Airport to 'London Oxford Airport' The policy fails to mention Water Eaton Parkway and the wider Evergreen 3 project, and the opportunities that this will bring to the village.</p> <p>Strategic Development: Kidlington 1 – Langford Lane Technology Park The 'design and place shaping principles' should include integration and connectivity between the village centre, Oxford, Bicester, Water Eaton Parkway, new and existing development, including surrounding employment areas and services. Improvements are needed to public transport, walking and cycling, so as to encourage sustainable travel and reduce the reliance on private cars.</p> <p>The existing peak orientated bus service needs to be developed into an all-day facility which will meet the growing demands of the enterprises in the area.</p> <p>Strategic Development: Kidlington 2 – Strengthening Kidlington Village Centre It is stated that the Village Centre will be expanded and the aim of this, but not how this will be achieved.</p> <p>Within the two policies for Kidlington: 1) <i>Langford Lane Technology Park</i> and 2) <i>Strengthening Kidlington Village Centre</i>, there is no mention of links to public transport. Links to Kidlington are relatively good, however, currently links to Langford Lane area are poor and will need to be improved (upgraded to premium route standard) if more employment is located here. There will also be the need for sufficient links from the airport (and Langford Lane) to Water Eaton and Oxford.</p> <p>There is no mention of travel plans – this needs to be amended (or covered in a general policy under Section B)</p>
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	<p>C.4 Our Villages and Rural Areas Why is Kidlington and the airport also picked up under this section too? It is suggested that the main points on Kidlington are kept within the dedicated Kidlington section as people reading the Local Plan for Kidlington only, will not necessarily look at the rural areas section.</p> <p>Policy for Villages 5 – Former RAF Upper Heyford Under ‘Infrastructure – Access and Movement’ amend to read, “transport contributions, <i>including contributions to improving public transport services with the aim of the service becoming self-sustaining in the long term....</i>”</p> <p>Amend the 4th bullet point under the ‘key site specific design and place shaping principles’ to say, “... encouraging travel by <i>sustainable modes, in order to reduce the dependency on the private car as far as possible.</i>”</p> <p>Policy for Villages 4 - Meeting the Need for Open Space, Sport and Recreation - the Core Strategy and the planning obligations SPD must specify that any allocations for green infrastructure or open space include linear routes and green corridors (like public rights of way) for the Cherwell villages and rural areas. This is because rights of way close to villages are important social and recreational assets.</p> <p>Policy for Villages 5 – Former RAF Upper Heyford – the fourth bullet point under place shaping principles should be amended to read “Integration of the new community into the surrounding network of settlements by <i>reconnecting dead-end routes, making new connections</i> and encouraging travel by means other than private car as far as possible.”</p> <p>Section D. The Infrastructure Delivery Plan Policy INF 1: Infrastructure Under the 2nd bullet point add “adoption and maintenance responsibilities”.</p> <p>Appendix D.1 – Infrastructure Proposals for Bicester, Banbury, Kidlington and the Rural Areas – under Transport there needs to be a separate line for Public Rights of Way. This may need a specific bullet included under walking and cycling. Also this table needs to include LTP3 policies CW1-CW5. Similarly there is no specific mention under Green Infrastructure. County Council officers recommend that a bullet point in one or both of these sections for public rights of way is included – either implicitly or explicitly as it ties into the county’s Rights of Way Improvement Plan work and the work necessary for the Infrastructure Framework.</p> <p>Appendix D.1 – Infrastructure Proposals for Bicester Infrastructure Plan – Bicester Remote Park and Ride at Bicester – add developers and Bicester Village under the partners. Also amend the benefits to ‘This will help to reduce pressures on the local road network, including the A41 and A41, by intercepting car journeys made to Bicester, Oxford and Bicester Village’ Under East West Rail add Chiltern Railways and Oxfordshire County Council to partners.</p>
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	<p>Under Evergreen 3 add Oxfordshire County Council to the partners.</p> <p>Banbury Need to decide how much detail will be presented here – Banbury is not as detailed as Bicester but they should be on a par with each other in terms of describing what is listed. Public transport should be included in the 2nd item on the list</p> <p>Kidlington Reference to the Access to Oxford project should be replaced with ‘the northern approaches to Oxford (under the old Access to Oxford project)’. The phasing for this is beyond 2016 not 2010-2016 and £62m is not identified for it. Include Evergreen 3, particularly Water Eaton Parkway to the list London Oxford Airport is not the responsibility of Oxfordshire County Council. It is the responsibility of its owner and is regulated by a number of government bodies including the Department for Transport and the Civil Aviation Authority. Include public transport under the third transport item.</p> <p>Rural areas Include public transport under the first transport item.</p>
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Key

- Village centre
- Limited Green Belt review
- Existing green space
- Green belt

Strategic developments

- 1 Langford Lane Technology Park
- 2 Strengthening Kidlington Village Centre.



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Divisions – N/A

CABINET – 16 OCTOBER 2012

CORPORATE PLAN PERFORMANCE AND RISK MANAGEMENT REPORT FOR THE FIRST QUARTER 2012

Report by the County Council Management Team

Introduction

1. This report headlines the progress the Council has made toward the Corporate Plan priorities for the period between April to June 2012.
2. The progress, together with progress toward achieving our Business Strategy priorities (reported to Cabinet separately through the monthly financial and business strategy monitoring report) has been considered by the CCMT. Assurance has been given, particularly through agreed corrective actions, that good progress has been made in the first quarter.
3. As in the fourth quarter 2011/12 Cabinet report, this report provides an update against all Corporate Plan priorities.

Key Issues

4. Using the Corporate Plan as the foundation, the following picture emerges:
 - Overall performance is good against our priorities for action
 - The significant majority of key corporate projects are progressing well and are on course to deliver on time
 - Whilst some areas are underperforming slightly, these are being managed effectively with suitable corrective actions in place

Scrutiny feedback

5. Prior to its consideration at Cabinet, this report was considered at the Strategy & Partnerships Scrutiny Committee on 4th October. The Committee's comments were as follows:
 - Members valued the report and the opportunity it afforded them to consider the Council's quarter one progress against the Corporate Plan priorities
 - It was noted that the report would be easier to digest if RAG ratings were employed for updates on progress

Officers agreed to action all comments received from the Committee.

Performance against our Corporate Plan Targets

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
World Class Economy	Local Enterprise Partnership	The skills needs assessment is aligned to meet LEP and business sector needs	The Oxfordshire Skills Board has set up a steering group to address the apprenticeship needs for the Science Vale UK. To date this group had looked at the future skills needs of various business sectors important to Oxfordshire, including Biotech, Space, Advanced Engineering, and ICT/Digital Economy.
		Increased number of investment enquires turning into investment opportunities	Further to increased proactive marketing of our key sectors of Life Sciences, Automotive, Motorsport, Space and Space-Related Technologies and Cryogenics we have seen an increase in the level of inquiries and the number of visits to Oxfordshire from UKTI staff, both those based in the UK and overseas.
		The infrastructure plan reflects the LEP and business sector needs	Three projects in particular are at initial stages, involving nearly 1000 jobs, many of which will be highly skilled and are within our key target sectors. The Local Enterprise Partnership is working with the Spatial Planning & Infrastructure Partnership to ensure that investment priorities reflect business sector needs.
		Year-end assessment Progress on how our contribution has enabled the partnership to provide visible	We are developing our links with both Universities and sector networks such as OBN as well as initiating an Account Management service to assist

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		leadership and act as a catalyst for growth	<p>the growth of existing key companies that will lead to additional job creation in the County. This is also available to newly arriving companies in the County, such as Element Six who are moving into the Science Vale UK Enterprise Zone at Harwell, and utilising our support to recruit additional staff.</p> <p>There has been a noticeable increase in interest from China and we have been involved in a number of visits to Oxfordshire by Chinese companies and Government officials in partnership with the University of Oxford's ISIS Innovation. This is being built upon by the County Council's sponsorship of the Link to China Programme and by hosting a further major delegation of Chinese in September.</p>
	Infrastructure	<p>Deliver infrastructure framework - Districts charging schedules reflect OCC priorities and needs</p> <p>Capital programme priorities reflect the infrastructure framework priorities for growth</p>	<p>The County Council is currently working as part of the Spatial Planning and Infrastructure Partnership to produce a framework of prioritised infrastructure requirements to underpin economic growth within Oxfordshire. The Partnership is intending to complete this work during September 2012.</p> <p>We will be reviewing the Capital Programme priorities in light of emerging work from the Infrastructure Framework being prepared by the Spatial Planning and Infrastructure Partnership.</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		Year-end assessment The OCC 2012/13 infrastructure priorities are reflected through the district charging schedules	<p>Oxford City Council has published its Preliminary Draft Charging Schedule. The next stage, the Draft Charging Schedule Consultation, is due to begin in Oct 2012.</p> <p>South Oxfordshire District Council is due to begin consultation in September 2012. Starting dates have not been confirmed by the other Oxfordshire District Councils as yet.</p>
	Tackling transport priorities	Deliver priority transport schemes <ul style="list-style-type: none"> ○ Cogges Link Road ○ Thornhill Park & Ride extension (and new hospital bus services) ○ Hinksey Hill ○ Frideswide Square 	<p>The County Council is planning to introduce charging for longer-stay parking at Thornhill Park & Ride from November 2012. The extension at Thornhill is expected to be open in Spring 2013. This will increase the number of parking spaces to 1380.</p> <p>We are planning work at Hinksey Hill/Kennington to improve the network at the Southern by-pass. Construction is expected to begin here in Spring 2013.</p> <p>Following the outcome of the Public Inquiry into the Compulsory Purchase Order for the Cogges Link Road, OCC will not be pursuing this scheme. There is a commitment to work in partnership with West Oxfordshire District Council to develop and deliver an affordable alternative transport strategy for Witney</p> <p>Following the Department of Transport announcement of £9bn railway investment, including expansion of Oxford train station, OCC will align its</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>Number of schemes delivered and percentage of funding spent through the Area Stewardship Fund</p> <p>Delivery of the highway maintenance programme as detailed in the Transport Asset Management Plan</p>	<p>plans for Frideswide Square with the Network Rail redevelopment work.</p> <p>OCC has established an Area Stewardship Fund to help meet the needs of the community and highway network. In 2012/2013, £2.3M has been allocated to deliver maintenance and improvement works across the 14 localities. £1.4m of the overall fund has now been delivered or committed. This has seen a wide range of schemes delivered including traffic management improvements, refurbished footways, improved access arrangements, and winter maintenance facilities.</p> <p>Transport Asset Management Plan as considered by Scrutiny and agreed by the Deputy Leader is on track.</p> <p>The update on the summer surface dressing programme is as follows:</p> <ul style="list-style-type: none"> • This year's programme consisted of 63 locations which were completed in two phases, commencing on 13th June and completed on 24th July. • Nearly 100km (96.5km) of road was treated at a cost of £2.014m. • Geographically, 20 locations were in Cherwell, 15 in West Oxon, 5 in Vale of White Horse, 19 in South Oxon and 4 within Oxford city.

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>Year-end assessments Improvement in traffic flow around major pinch points</p>	<ul style="list-style-type: none"> • In terms of Classification of road, 8 sites were A roads, 18 B roads and 37 unclassified. • The figures include the additional Rural Road element, but exclude roads dressed by the City Council under s42 arrangements. <p>During this quarter there was effective management of the expected congestion on the network associated with the Olympic Torch Relay road closures. Through advanced advertising on the OCC public website, local BBC radio and along the route of the Torch and via Variable Message Signs, the travelling public were kept informed of the planned events. The result of this proactive approach was very successful as no congestions or delays on the network were experienced during that period. A prime example of this management was the closure of Henley Bridge, a traffic pinch point, where disruption was kept to a minimum. Through live assessment of the traffic situation on the local network, the bridge was closed for only 1.5 hours rather than the 4 hours that were planned.</p> <p>Another example of active management of the network and therefore minimising expected delays to the traveling public is the coordination of highway works. In one example (work on the A420 between Pusey turn and BP garage), the work of</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		Secure funding and investment for East-West rail	<p>various agencies (The County Council, BT, and Thames Water) was combined, resulting in the overall saving of 13 days of possible disruption.</p> <p>The highway work on A34 slip road/Botley Road junction in Oxford is one scheme that is planned to deliver improvements to congestion on the outbound flow. This scheme was carried out in May this year and provided additional running lane for the outbound (out of Oxford) traffic. As a result of this work a reduction in the outbound journey times is anticipated</p> <p>Government funding has been secured and was included in the rail announcement in July 2012. The announcement included confirmation that the route will be electrified and form part of a national 'electric spine'. This forms part of the government programme of delivery in the 2014-2019 period.</p>
	Broadband	Establish the digital strategy for Oxfordshire	<p>We have submitted our Local Broadband Plan for £3.86m of funding which will be signed off by the Department of Culture, Media and Sport in Q2 and which is available online. Additionally, up to date information on our plan for Oxfordshire's broadband and how this is progressing is available on the OxOnline website. We are working closely with local communities to develop their interest in broadband and support bids to DEFRA for additional funding; in Q1 two Oxfordshire groups were</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>Identify and contract with a Strategic Provider to improve broadband connectivity to priority areas</p> <p>Year-end assessments Plan in place for OCC £14M investment</p> <p>Private sector matched funding secured</p>	<p>successful in their expressions of interest for DEFRA funding, including Cotswolds Broadband in Chipping Norton for £1.5 million, and the village of Noke outside Kidlington for £20,000.</p> <p>The digital strategy has been converted into a project plan and work is underway to secure a strategy. Supplier warm up days have been conducted and there is positive interest in Oxfordshire in bringing significant investment to the County.</p> <p>The County Council has approved capital funding of £13.86m.</p> <p>The Strategic Provider will be expected to match fund to develop the infrastructure within Oxfordshire. The conversations at the Supplier warm up days have indicated this is a realistic expectation.</p>
	Skills Levels	Improve percentage participation of young people aged 16-19 in education or training	<p>For those in years 12-14 (aged 16-19), there has been an increase in participation (those in education, employment in training, or training). This was 81.7% in June 2012, from 79.2% in June 2011.</p> <p>The market of providers, able to offer suitable alternative training to young people (who would have otherwise chosen to not participate in education or training), has been grown in the past year by increasing the number of learning places</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>Increase the number of all age Apprenticeship starts in the county</p> <p>Reduce the percentage of Young People Not in education Employment or Training</p>	<p>through our own Adult Learning Services. New providers have been awarded sub contracts to create an additional 200 learning places this year, to grow to 250 from September.</p> <p>Figures for Q1 show that all age Apprenticeship starts in Oxfordshire have increased by 29.7% compared to this time last year. This is an increase from 2,659 to 3,450.</p> <p>The percentage of young people not in education, employment or training has fallen from 6% during May 2011 to 5.4% during May 2012.</p>
	Educational Attainment	<p>Improved educational attainment at,</p> <ul style="list-style-type: none"> ○ Key Stage 1) ○ Key Stage 2) ○ Key Stage 4) <p>Improved number of schools classified as good or better by 10%</p> <p>Year-end</p>	<p>The latest results for educational attainment are for summer 2011 which, as previously reported, were below target across all key stages. Provisional results for key stage 2 are expected to show an improvement.</p> <p>Of the 86 schools inspected in the school year:</p> <ul style="list-style-type: none"> • 23 improved their grade to Good or Outstanding • 22 schools previously good or outstanding retained their grading • 24 schools dropped by one grade (including 9 judged inadequate). <p>A change in Ofsted inspection monitoring from the start of the academic year impacted this year's results.</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		assessment Progress in implementation of the Education Strategy	Progress in implementing the Education Strategy is on track following agreement at Cabinet on July 17.
Healthy and Thriving Communities	Implications of changes to the health service	Year-end assessments Public Health move into OCC Progress of new Health and Wellbeing board and new commissioning arrangements	A Public Health Transition Board has been established and meets monthly. Good progress is reported on all work streams. National guidance is still awaited on some key functions. The new Health & Wellbeing Board has now met 3 times in public and has signed off the Joint Health and Wellbeing Strategy. This was subject to comprehensive public consultation. There are 11 priorities for which the 3 partnership boards are responsible. Regular reports on progress will be received by the Board.
	Improve health outcomes	Year-end assessment Measures as defined in the director of public health annual report	Recommendations for health improvement in the Director of Public Health Annual report (published in November 2011) had a range of completion dates in 2011-13. All recommendations due to be completed by June 2012 have been delivered. These include the establishment of the Health & Wellbeing Board and its partnership boards, robust processes for public involvement, commitment from partners on their role in priority work including breaking the cycle of deprivation and the setting of

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
			outcome measures for mental health. Full engagement of the Clinical Commissioning Group has also been achieved. The Community Safety Partnership has agreed that alcohol harm prevention and minimisation remains a priority under their leadership. Recommendations for completion in September 2012 are on track.
	Demographic change	Year-end assessment Changes to how day services are provided Provision of extra care housing	Implementation of proposed changes to how day services are provided is on track, with medium term arrangements agreed with Tier 3 providers, delivering innovative services and new business models, and with a strategic procurement plan mapped out for Tier 2 providers going forward. On track to achieve target for the provision of Extra Care housing, with an additional 130 beds commissioned in the first quarter as per plan
	Breaking the cycle of deprivation	Year-end assessment Progress as reported in the director of public health annual report	Breaking the Cycle of Deprivation (BTCD) has been agreed as a priority for the Health & Wellbeing Board through the Children and Young Peoples' Board, as recommended by the Director of Public Health Annual Report. It is part of the priority for "Narrowing the Gap for our most disadvantaged and vulnerable groups". An evaluation report on BTCD in Banbury and Oxford has highlighted good practice in

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
			this programme, with particular recognition of good practice in the use of local information to target resources and report progress. Some outcomes have improved e.g. numbers of young people not in education, employment or training, teenage conceptions, benefits claimants, crime rates. Recommendations include maintaining long term focus on these areas, continuing to develop public participation and sustaining the valuable multi-agency approach.
	Protection and safeguarding	<p>Adult Safeguarding Increased proportion of people who use services who report they feel safe each year</p> <p>Improved performance against the basket of priority safeguarding indicators</p> <p>Children's Safeguarding – improved performance against the basket of priority safeguarding indicators (these include Child protection processes, Improved outcomes for looked after children, Number</p>	<p>Significant increase in the proportion of people who say they feel safe - 68% of social care service users said that they 'felt as safe as I want' compared to 57% last year.</p> <p>In terms of the basket of priority safeguarding indicators, work continues on increasing response times to initial assessment and ensuring all clients are reviewed on time.</p> <p>Performance against the children's safeguarding basket is on track.</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>of children in need)</p> <p>Attendances at emergencies* by a fire engine sent from the nearest fire station to be made within target response times (*not all incidents we attend are considered as emergencies)</p>	<p>The response target outcomes from the first quarter are both on target:</p> <ul style="list-style-type: none"> 81.4% of emergencies attended within 11 minutes or less (target 80%) 94.5% of emergencies attended within 14 minutes or less (target 95%)
	Prevention	<p>365 more people alive because of a reduction in deaths caused by accidental dwelling fires and road traffic collisions</p> <p>Adults Reduce the number of permanent admissions to residential and nursing care homes, per 1,000 population</p> <p>Delay and reduce the need for care and support through a basket of priority indicators</p>	<p>Performance on 365 Alive remains ahead of target, demonstrating protection for the wider public. 295 more people are currently alive following this work, compared to a target of 225 at this point.</p> <p>The number of care home admissions is currently slightly higher than last year at 11 per week. This has helped support the reduction in delayed transfers of care. Plans are being developed to commission alternative services to care homes with an expectation that placements will drop significantly in the second half of the year as people use alternative services.</p> <p>More people are receiving reablement (a time limited service to help people return to full dependence) than last year. The number of people going through the service is below the planned level. Fewer people are</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
			<p>leaving the service needing no on-going care than was planned. This means that targets on reducing the need for care are not yet being met.</p> <p>Delayed transfers of care remain relatively high but have consistently fallen each month this year and we are on target to hit the year end plan.</p>
		<p>Children (Early Intervention Service) Improve outcomes for vulnerable children and young people and families with additional and complex needs (reported through the basket of priority indicators)</p>	<p>Performance is variable. Persistent absence rates in school are marginally higher than the target level. Persistent absence in primary schools is in line with national figures whereas in secondary schools persistent absence rates are slightly below the national figure. For looked after children both persistent absence and overall absence is higher than the target</p> <p>The number of young people not in employment, education or training in Oxfordshire continues to drop.</p> <p>The number of first time entrants (10-17) in the criminal justice system continues to fall and is better than target.</p>
	Personalisation	Increase the proportion of people of who use services who have control over their daily life	<p>Each year all local authorities survey the people who use adult social care. The survey includes the question "Which of the following statements best describes how much control you have over your daily life?" 78.6% of service recipients answered 'as much as I want' or 'adequate'. This places Oxfordshire in the top quartile of all authorities in the country.</p>

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		Improve overall satisfaction of people who use services with their care and support	In the same survey people are asked how satisfied they are with their care and support. In the last survey (February 2012) the proportion of people who said they were 'extremely satisfied' or 'very satisfied' with their services rose by 2% since the previous February. The survey scores people's social care related quality of life and Oxfordshire's performance is again in the top quartile nationally.
		Improve performance on the basket of indicators to measure the personalisation of care	The number of people on personal budgets rose from 2109 to 2280 (or 58% to 64% of eligible people) in Quarter 1. The number on direct payments rose from 1010 in April to 1078 in June. Nationally Oxfordshire is in the top quartile for the proportion of people on self direct support and has the second highest proportion of people receiving a direct payment.
	Road Safety	Reduce the number of people killed or seriously injured on the roads	The number of those sustaining fatal or serious injuries has fallen from last year. 78 people sustained fatal or serious injuries in the period April to June 2012, in comparison with 108 people suffering such injuries in April to June 2011.
	Localism Act	Year-end assessment Our response to implications of the Localism Act	Implementation and response to the Act continues to be on-going. In June the Community Right to Challenge came into force. Details of how communities in Oxfordshire can make use of this

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
			right are on the Council's website.
	Big Society	Number of Community projects supported by the Big Society Fund	In Q1 we took the opportunity to rethink how we administer Big Society funding in order to allow greater member involvement in the allocation of funding whilst building on the success of the previous system. A new scheme incorporating these changes will be launched in Q2.
Environment	Waste management	<p>Decrease the amount of waste sent to landfill</p> <p>Increase the amount of waste recycled and composting</p> <p>Year-end assessment Progress on waste incinerator and household waste centres programme</p>	<p>On track. Performance on decreasing the waste going to landfill, and increasing recycling in Oxfordshire is on target.</p> <p>In Q1 the rate for waste going to landfill was 112.6kg per person with our target being 119kg. In the same period we reported 62.5% of waste being recycled or composted against our target of 61%.</p> <p>Construction of the Ardley Energy from Waste facility started in December 2011. Good progress is being made and the facility is currently on track for completion in summer/autumn 2014.</p> <p>Detail of the household waste recycling centres implementation plan is being reviewed in light of delivery to date.</p>
	Increase energy efficiency and reduce emissions	Reduce corporate energy consumption level	On track. There has been a drop in costs of 9% between 2011/12 and 2010/11 despite price rises, due to energy saving investments and asset

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		<p>Secure increased quantity of renewable energy supply</p> <p>Year-end assessment Progress update on reduction in the council's carbon footprint</p>	<p>reductions.</p> <p>The end of year energy review has been completed which details energy action plans for 2012/13 on service provision including street lighting, the transport fleet and business travel.</p> <p>A new biomass boiler at Stadhampston primary school has been implemented and a further four schools have commissioned biomass boilers (Kidlington, Fritwell, Carterton and Stonesfield) which will increase renewable energy supply. Changes in the Feed in Tariff have reduced the viability of solar PV schemes but the new Single Service Provider contract Carillion is re-evaluating the programme.</p> <p>Carbon dioxide emissions in 2011/12 were nearly 28% lower than 1990/91, five years ahead of the UK statutory target of a 28% reduction by 2017. The new Single Service Provider contract with Carillion includes contractual targets to save 25% of energy by 2021/22 compared to 2011/12 levels and 35% of carbon in 2021/22 based on 1990/91 levels (mirroring the UK Statutory carbon budgets).</p>
	Protecting the environment and Effective management of natural	Minerals & waste strategy development reflects the needs of the county	The County Council agreed a new Minerals and Waste Planning Strategy on 3 April, and this was published for the public to make representations over a 7

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
	resources	<p>(progress against basket of process indicators)</p> <p>Increase the number of volunteer days to support the rights of way network</p> <p>Year-end assessment Outcome of the inspectors report to agree adoption and implementation of the M&W strategy (April 13)</p>	<p>week period. The plan and all the responses received will be submitted to a government appointed inspector in September 2012, who will carry out an examination hearings starting in January 2013 to establish whether it is 'sound'. The inspector's report is due May 2013. The strategy is available on the council website.</p> <p>Oxfordshire County Council's Countryside Access Team is on track to increase the number of volunteer days. Part of the activity is working with volunteer groups to develop a training programme so that existing groups and the team can help others build their capacity, confidence and quality of their work.</p> <p>See above for details.</p>
Efficient Public Services	Delivering our savings target	Achievement of budget savings agreed by Council Feb 2012	Directorates are on track to achieve their Business Strategies and £37.1m planned savings in 2012/13 are expected to be achieved.
	<p>Business Strategy:</p> <p>Improve our use of technology</p>	100% of office based staff will be able to work more flexibly through the use of more	The County Council is rolling out Windows 7/Office 2010 with 90% of machines completed to date. This approach supports the use of enterprise telephony

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		efficient communication tools	infrastructure, delivering reduced expenditure and provides new ways of working, such as the deployment of audio and video conferencing and on-line collaboration tools.
	Rationalise our property and encourage the co-location of public sector services	Reduce the cost of the property portfolio by 25% whilst using our property to deliver the Council's broader objectives and support service delivery	<p>The Asset Rationalisation Programme met the Medium Term Financial Plan target for 2011/12. As part of this programme the Council released a number of properties in Oxford, Wallingford, Abingdon, Chipping Norton and Didcot. We will be realising the full year savings from these properties from 2012/13 onwards. Opportunities to realise further savings in the cost of the property portfolio will be taken over the course of the Medium Term Financial Plan as they arise – these will deliver the agreed savings.</p> <p>Longer term opportunities to further reduce the cost of the portfolio to 25% are being considered as part of the new property & facilities contract.</p>
	Moving more functions into Oxfordshire Customer Services	Percentage of main contact channels managed by the customer service centre	In the last year we have transferred five new functions, with all their contact channels, to the Customer Service Centre, with School Admissions planned for the Autumn. This means that around 50% of the total volume of calls to the Council will go through the Customer Service Centre by the end of this year.
		Customers are satisfied or very satisfied with overall service for	In Q1, our customer surveys reported that 96% of customers dealt with by the customer services centre were satisfied

Priority outcome	Priorities for action	Our measures of success are	Q1 Progress/Performance
		the customer services centre	with the service they received.
	Collaborative working	Year-end assessment Progress in working with others to deliver services more effectively	<p>In Q1 the Council awarded its voluntary and community sector infrastructure contract to Oxfordshire Community and Voluntary Action.</p> <p>The contract will deliver improvements in the voluntary sector infrastructure with a focus on outcomes: which will include more volunteers; more community projects delivering on the ground and a single front door for people who are interested in volunteering/need volunteers. This will ensure we continue to support and work closely with the voluntary and community sector in Oxfordshire to help deliver better services.</p>
	Equalities	Year-end assessment Meet the requirements of the Equality Act 2010	On track. In Q1 the Council published its Equality Policy 2012-2017 (available on the council's website) which outlines our equalities objectives for the next five years, including actions aimed at building on current achievements and raising performance where needed.

Risk Management

6. Risk Registers have been compiled for 2012/13 Quarter 1 and officers continue to manage high priority risks, in close consultation with the Audit Working Group.

RECOMMENDATION

7. The Cabinet is RECOMMENDED to note this report.

Contact Officer: Alexandra Bailey Corporate Performance and Review Manager, Tel:
01865 816384

October 2012

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Division(s): N/A

CABINET – 16 OCTOBER 2012

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 27 November 2012	
<ul style="list-style-type: none"> ▪ Staffing Report - Quarter 2 Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report. Key Decision: No Exempt Information: None 	Cabinet, Deputy Leader 2012/096
<ul style="list-style-type: none"> ▪ Progress Report on CLA and Leaving Care To note progress and issues in relation to the Children and Young People in the Council's care. Key Decision: No Exempt Information: No 	Cabinet, Children & the Voluntary Sector 2012/097
<ul style="list-style-type: none"> ▪ Expansion of Botley Primary School to 2fe Following publication of a Statutory Notice, if objections received, whether to approve expansion of Botley Primary School, Oxford. Key Decision: Yes - Capital Expenditure >£1m Exempt Information: None 	Cabinet, Education 2012/132
<ul style="list-style-type: none"> ▪ Expansion of St Ebbe's CE(A) Primary School, Oxford to 2fe Following publication of a Statutory Notice, if objections received, whether to approve expansion of St Ebbe's CE(A) Primary School, Oxford. Key Decision: Yes - Capital Expenditure >£1m Exempt Information: None 	Cabinet, Education 2012/134
<ul style="list-style-type: none"> ▪ Expansion of Windmill Primary School to 3 Form Entry If objections are received, to decide whether to publish a Statutory Notice. Key Decision: No Exempt Information: None 	Cabinet, Education 2012/090
<ul style="list-style-type: none"> ▪ Expansion of Five Acres Primary School to 2 Form Entry If objections are received, to decide whether to publish a Statutory Notice. Key Decision: No Exempt Information: None 	Cabinet, Education 2012/092

- **Treasury Management Mid Term Review (2012/13)** Cabinet, Finance
 To provide a mid term review of Treasury Management activity in 2012/099
 2012/13 in accordance with the CIPFA code of practice.
Key Decision: No
Exempt Information: None
- **West Oxfordshire District Council Core Strategy** Cabinet, Growth &
 To consider proposed response to the draft WODC Core Infrastructure
 Strategy. 2012/131
Key Decision: No
Exempt Information: None
- **Oxfordshire Residual Municipal Waste Bulking and Haulage Procurement** Cabinet, Growth &
 To seek approval for award of contract. Infrastructure
 2012/088
Key Decision: No
Exempt Information: None

Deputy Leader, 22 November 2012

- **Request for Pedestrian Crossing - Marlow Road Henley - Swiss Farm** Deputy Leader,
 2012/123
 To seek Cabinet Member decision on objections raised on
 pedestrian crossing/TRO.
Key Decision: No
Exempt Information: None

Cabinet Member for Children & the Voluntary Sector, 5 November 2012

- **Chill Out Fund 2012/13 - November 2012** Cabinet Member
 To consider applications received (if any) from the Chill Out for Children & the
 Fund. Voluntary Sector,
 2012/100
Key Decision: No
Exempt Information: None

Cabinet Member for Safer & Stronger Communities, 12 November 2012

- **Response Standards Report** Cabinet Member
 To: for Safer &
 (a) note to contents of the report regarding the response Stronger
 standards 2011/12; and Communities,
 (b) request the Chief Fire Officer to report back to the Cabinet 2012/101
 Member for Safer & Stronger Communities on the
 response standards for 2012/13.
Key Decision: No
Exempt Information: None

- **Trading Standards Service Under-Age Sales Enforcement Report and Plan** Cabinet Member for Safer &

To seek approval for the Trading Standards Service's age Stronger restricted sales enforcement plan as required by Section 5 of the Communities, Children and Young Persons (Protection from Tobacco) Act 2012/126 1991.

Key Decision: No

Exempt Information: None

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Division(s): East Oxford

CABINET – 16 OCTOBER 2012

OXFORD SPIRES ACADEMY APPROVAL OF THE FINAL BUSINESS CASE AND DETAILED PROJECT APPROVAL

Report by Director for Environment, Economy & Customer Services

Introduction

1. The Oxford Spires Academy capital project is included within the Council's approved capital programme – a project to enhance and develop the academy buildings to help improve educational outcomes.
2. This report, in line with the council's Financial Procedure Rules on Capital, seeks to:
 - (a) provide members with the necessary information to allow a decision to commit the capital allocation of £8.058m
 - (b) support the use of Department for Education's capital grant funding of £7.808m; and the use of £0.250m corporate capital resources
 - (c) provide members with assurance, through a Final Business Case, of compliance with the Education Funding Agency (EFA) formally Partnerships for Schools (PfS) procurement guidelines

Exempt Information

3. Appendix C to the Full Business Case contains commercially sensitive information relating to the proposed works.
4. The public should therefore be excluded during consideration of Appendix C because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following category prescribed by Part I of Schedule 12A to the Local Government Act 1972 (as amended):

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the commercial position of the parties involved.

Background

5. Oxford Spires Academy opened in the former Oxford Community School buildings in 2011. The Academy is sponsored by CfBT Education Trust as lead sponsor working in partnership with Oxford and Cherwell Valley College and Oxfordshire County Council and provides places for up to 1050 11-16 pupils with a sixth form roll of 250.
6. Capital funding totalling £8.058m (including furniture and ICT) is provided from the Department for Education (DfE) via the Education Funding Agency (EFA) formally Partnership for Schools (PfS) in the form of a ring-fenced grant of £7.808m and an additional £0.250m from corporate resources.

Current Position

7. The proposal is to provide one new block for science and ICT / business, 6thform and an assembly space which can be used for drama productions. The new block will incorporate the existing ICT building to avoid the need to mothball it. There will also be a number of alterations around the site:
 - The humanities classrooms to provide more appropriately sized teaching accommodation,
 - The art block to create toilet facilities and display/gallery area to the West end of the site;
 - The main entrance to create a level access from art all the way through to the new build accommodation;
 - Refurbishment/maintenance of the sports hall and changing facilities
 - Various other alterations around the site to create 'house' rooms/home bases, special educational needs (SEN) and English as a second language (EAL) areas, food room refurbishment etc.
 - The existing science block will be demolished when the new build accommodation is complete. (See Appendix G in the Final Business Case showing drawings of the proposals).
8. The process for procurement has utilised the PfS (now EFA) National Academies Framework 2 (NAF2) procedures which involved the submission of a feasibility study, followed by a two stage procurement process of Preliminary Invitation to Tender (PITT) and an Invitation to Tender (ITT). The PITT was undertaken in March 2012 with Kier and Willmott Dixon taken forward and the ITT process was concluded in June; Kier were successful in being awarded 'selected panel member' status following an evaluation process organised by the Councils advisors Hewitt Freeborn which included the Academy, the Sponsor (CfBT Education Trust) and the Council.
9. The proposed date for the completion of the new Academy buildings is September 2013

Consultation

10. A Service and Community Impact Assessment (SCIA) has been undertaken as set out in Appendix E to the Final Business Case.
11. Following initial County Council Councillor involvement when the Expression of Interest (EOI) was submitted, the Academy's Pupil Council, Governors and the Principal have been involved in the on-going discussions. The Principal has also discussed the needs and aspirations of different groups within the community at the East Oxford Young People Partnership (EOYPP group). Details of the public, pupil, staff and parent consultation is set out within the SCIA document.
12. The Cabinet Member for Education was originally briefed about the proposed solution and confirmed support for the investment subject to cabinet approval based on the results of detail design and tender process which has now taken place.
13. The planning application has been submitted to the City Council and the contract will not be let until consent is received and approval from the EFA is received.
14. Members may wish to note that there is no requirement for a statutory consultation for the proposals at this school.

Financial Implications

15. This project is part of the Council's approved capital programme with £8.058m budget. Proceeding to the next stage will confirm that the Council is committed to deliver this project. Included within the total project cost is £1.040m earmarked for ICT provision that will be transferred to the Academy to procure and delivery. The ICT budget provision is driven from the funding allocation model generated from the grant provider for ICT Hardware.
16. The procurement process has followed a prescribed procedure in accordance with EFA guidelines as previously set out. The formal appointment of Kier will utilise a standard EFA Design and Build form of Contract (fixed price) and the majority of the risk will pass to the contractor (with remaining risks managed by the County Council as outlined in paragraph 15 below).
17. It has also been agreed with the Academy Sponsors that with the exception of where remodelling works are undertaken no additional backlog maintenance works will be carried out. CfBT Education Trust will continue to make additional funding applications to the Department for Education (DfE) as they are entitled to do due to their Academy status.
18. Remaining risks to the County Council are:

- Our ability to contain any changes that the Academy wishes to make. If they do ask for any changes/additions, then it will have to be at the expense of other items within the scheme for this project. The ability to instruct a change is under OCC's direct control. This was the process that was undertaken at Oxford Academy where 4 separate organisations (the Academy, Mabel Prichard Special School, Library Services and Adult Learning) needed to be managed. The Oxford Academy project came out on budget with the majority of the contingency intact. N.B. as long as changes are managed the risk of overrun to the contract remains with the contractor.
 - Asbestos. The science block is due to be demolished at the end of the contract but a detailed survey cannot be undertaken until the building is vacated by the pupils toward the end of the contract. Sufficient financial and time contingencies have been allowed for to cover this risk.
19. Other details of the financial implications are covered within the Final Business Case at Annex 1. (Appendix C to this business case contains commercially sensitive information and is exempt from the public report.)

RECOMMENDATION

20. **The Cabinet is RECOMMENDED to:**
- (a) Approve the Final Business Case**
 - (b) Authorise that the contract be let and the development agreement be entered into subject to EFA approval and agreement on funding drawdown**
 - (c) Approve the 'passport' of ICT funding to the Academy Trust in accordance with EFA processes**

HUW JONES

Report by Director for Environment, Economy & Customer Services

Contact Officers:

John Disley Strategic Manager (Policy & Strategy) Highways & Transport

Nigel Cuning E&E, Strategy Manager, 01865 780250/810457

Kevin Griffin, CE&F, Service Manager, 01865 816457

Graham Clare, Corporate Finance, 01865 8268

Background papers: OCC Capital Programme

September 2012

*Please contact Arzu Ulusoy-Shipstone
if you have any questions about completing this report template*

Stage 2 – Full Business Case/ Project Approval (Commit to Spend/ Contract)

DIVISIONS AFFECTED:

East Oxford

TOTAL CAPITAL BUDGET:

£8.058m

APPROVAL NO:

ED805

Programme/ Project:	Oxford Spires Academy
Ref: (as in the capital programme)	
Date:	13th September, 2012
Author:	Adrian Hewitt - Hewitt Freeborn Jane Farrow – CCS Property and Facilities
Programme / Project Manager:	Hewitt Freeborn Associates (external advisor)
Sponsor: (where exist)	Nigel Cuning
Version No:	Final
Distribution:	Kevin Griffin, Graham Clare, Simon Pickard, Adrian Hewitt, Nigel Cuning, John Disley, Martin Tugwell,

1 Sign-off & Approval

The input must be obtained from the following:

Responsible Owner	Name	Date	Relevant Signature
Service Manager/ Client (Contributor)	Kevin Griffin	17 th September	By email
Property and facilities representative working on project development/ delivery (co-author)	Jane Farrow		
Service Finance Business Partner or Management Accountant in Consultation with E&E Finance Business Partner (Contributor - checks against the Business Strategy & revenue implications)	Simon Pickard	21st September 2012	By email
The Capital Finance Team (Contributor - checks against the capital programme & cost of capital financing)	Graham Clare	various	By email
Other Technical Contributor (co-author)	Adrian Hewitt	various	By email

The final approval must be obtained from one of the following:

Approval Level	Name	Date	Relevant Signature
Cost Centre or Service Manager (up to £500k) Optional for controversial/ sensitive programmes/ projects	-	-	-
PDGs/ On behalf of PDGs (£500k to £1m) [KSMs responsible for H&T or P&F delivery teams in consultation with the relevant Deputy Director]	-	-	-
C&APB / On behalf of C&APB (£1m to £2m) [Deputy Directors responsible for H&T or P&F delivery teams in consultation with the Chief Finance Officer & Director for E&E]	-	-	-
CIB / On behalf of CIB (£2m to £5m) [The Chief Finance Officer & Director for E&E for transport & property programmes/ projects]	-	-	-
Cabinet/ On behalf of Cabinet (over £5m) [Leader of the Council]			
Council (Proposals outside the approved Policy & Budgetary Framework)			

Oxford Spires Academy

EXECUTIVE SUMMARY

Oxford Spires Academy opened in January 2011, replacing Oxford School. The project is to provide new and refurbished accommodation funded by a £7.808m capital grant the Education Funding Agency (EFA).

The capital project follows the National Academy Framework process established by Partnership for Schools (PfS) now EFA and is similar to that followed by the Oxford Academy (formerly Peers School). Under this process the Authority (OCC) are responsible for procurement of the works (excluding ICT which is procured by the Academy Trust) which it then leases to the Academy Trust by way of a Development Agreement, interim short term lease and ultimately a long term (125 year) lease.

Planning consent is due in early October, 2012 with EFA approval sought soon after this and formal Contract signing programmed for October, 26th, 2012; the Contract Sum is £6,433,777 which will be met from EFA funding, a separate contract for ICT will be let by CfBT Schools Trust. The date for the proposed opening of the new Academy buildings is proposed to be in phases from September 2013.

Approval is sought to award the contract and sign contract documents, subject to EFA approval and agreement on funding drawdown. Approval is also sought to 'passport' ICT funding to the Academy Trust in accordance with EFA processes.

BACKGROUND

Oxford Spires Academy is sponsored by CfBT as lead sponsor working in partnership with Oxford and Cherwell Valley College and Oxfordshire County Council. The new Academy, which opened in the existing buildings in 2011, provides for 1050 11-16 pupils (7 F.E.) with a sixth form roll of 250. The academy specialisms are business and enterprise. The date for the proposed opening of the new Academy buildings is proposed to be in phases from September 2013.

The project to reconstruct and refurbish existing facilities is funded through the Education Funding Authority (EFA) and is procured using a national framework.

DESCRIPTION OF THE PROJECT

The project is to provide new and refurbished accommodation at the Oxford Spires Academy funded by the Education Funding Agency (EFA) and sponsored by CfBT.

The new building will accommodate the 11 Science classrooms, 6 I.T. & Business Enterprise classrooms, the Sixth Form and create a new Assembly space to seat 330 students.

Also included is the refurbishment of circulation space, food technology, humanities classrooms, sports changing and the remodeling of spaces to better suit the curriculum.

The designs have been reviewed by the Academy, the sponsor and the Authority and have been agreed and signed off; a planning application was submitted in July.

No	Key Milestones until Project Completion	Start Date	Finish Date
1	Planning Consent		09/10/12
2	Cabinet Approval		12/10/12
3	EFA FBC Approval	1/10/12	16/10/12
4	Contract Signing		26/10/12
5	Phase 1 Completion (new buildings)		No later than 31/08/13

EXPECTED BUSINESS BENEFITS & CONTRIBUTION TO THE COUNCIL'S BUSINESS STRATEGY

The replacement of existing buildings and construction of new, purpose designed spaces will support the Academy in its drive to raise levels of attainment and to make Oxford Spires Academy a school of choice for parents in Oxford.

SUMMARY OF OPTIONS CONSIDERED AND REASONS FOR RECOMMENDED OPTION

At feasibility stage a number of options we considered as set out below:

No	Option Considered	Implications	Recommendation (Rejected/ Recommended)
1	Do nothing		Not considered as investment agreed
2	Large areas of refurbishment	The amount of investment required across the whole estate to bring it up to standards was initially considered with the school but would not provide the educational impact required	rejected
3a	Combined new Science and ICT Block, demolishing Science and mothball existing ICT block	Capital costs exceed budget and economics of mothballing an existing building deemed unacceptable	rejected
3b	New science block and extension / remodelling to ICT and provision of new 6 th Form	Environmental and planning benefits; good integration of facilities for school; reduction in running costs; requirements of the brief met	recommended

Option 3b, recommended, was taken forward as the preferred option and formed the basis for the procurement process.

The project will be managed by Hewitt Freeborn overseen by CCS Property and Facilities Partnership and using PfS's NAF2 construction partners. The feasibility stage has engaged with highways, planning, ecology, archaeology and other specialists within the County Council to ensure that the project is in a position to be deliverable.

RISKS AND ASSUMPTIONS

A risk register for the project has been developed as part of the feasibility and briefing stages of the project. The OCC project report also logs key client risks and is updated and challenged on a regular basis

Key areas of risk are integrated into the table below.

No	Description of areas or sources of risk and impact on project	Mitigation	Owner
1	Asbestos within the Science Building. This building is to be demolished but the extent of the asbestos cannot be fully anticipated until it is vacated at the end of the project.	Retain £100,000 sum from the alteration budget (anticipated from 1 st floor maths, food tech, humanities and drama lighting) until full extent of asbestos is known	OCC / Adrian Hewitt/ Jane Farrow
2	Whilst low risk, a judicial review could hold up the project indefinitely, leading to unidentifiable delay and cost once the project has started on site.	CfBT are to issue a letter confirming that they will take the risk of judicial review.	OCC/ Adrian Hewitt/ Jane Farrow
3	The delivery of the project requires 'buy in' from a number of bodies including CfBT	Regular meetings at a number of levels are scheduled to agree requirements	OCC /Adrian Hewitt / Jane Farrow
4	Challenging budget, estimates could be exceeded during tender phase	The Council's advisors are managing the procurement phase which will include a series of Contractor engagements; Contractors will be instructed that unaffordable solutions will be deemed non compliant	OCC /Adrian Hewitt
5	The scope of works could change due to the passage of time or new staff / governors	The existing feasibility design drawings integrating descriptions of fitting out and the like have been agreed by the head teacher in the presence of the governors as the agreed scope of works	OCC /Jane Farrow
6	Planning consent could be delayed, issues around car parking and highways	Initial discussions including a pre-application meeting have been positive; continue dialogue	OCC -Jane Farrow
7	Breakdown in relationships between CfBT and OCC	Continue high level dialogue	OCC /Nigel Cuning
8	Archaeology	A watching brief has been commissioned	OCC /Adrian Hewitt / Jane Farrow
9	EFA FBC approval not received	Ensure timely submission of EFA FBC and legal documents	OCC /Adrian Hewitt / Jane Farrow

The procurement process has followed a prescribed procedure in accordance with EFA guidelines. The formal appointment of Kier will utilise a standard EFA Design and Build form of Contract (fixed price) and the majority of the risk will pass to the contractor.

SERVICE & STAFFING IMPLICATIONS

The Academy will be responsible for managing the revenue resource implications including all staffing and building operation costs

OCC are acting as the procuring agent for this project and as such will require resources to cover the monitoring and help to direct the progress of this project. The majority of the resource will be required by the OCC/CCS property partnership. Additional resources will also be required from legal to provide advice on and to negotiate the 125year lease for the Academy.

It is anticipated that premises costs will remain broadly the same. It is expected that heating costs will reduce from current levels due to the replacement of the science block although electricity costs may increase due to the significant investment in ICT. Repairs and Maintenance costs will be reduced.

The whole life premises costs should be reduced as a result of improved energy efficiency, modern systems and new fixtures, fittings and finishes. It is not practicable to quantify this at this stage but none of these costs will fall to the county council.

OTHER TECHNICAL IMPLICATIONS

Sustainable Implications

The scheme will be designed to meet the requirements of current regulations which envisage high levels of insulation and modern fittings and controls together with energy efficient boilers and sustainable technologies.

The existing ICT building (EBIT) is being incorporated into the new building and will undergo a total refurbishment which includes new windows and insulated render.

ICT Implications

The EFA are also providing funding for a separate contract for ICT. This will be let by CfBT Schools Trust.

The ICT infrastructure has been considered in tandem with the detailed design of the new build accommodation.

Results of the Services and Community Impact Assessment (SCIA)

The attached SCIA shows that the development should have a positive impact on many aspects of the Academy and the Community.

LEGAL IMPLICATIONS (INCLUDING PROCUREMENT RELATED ISSUES)

OCC are acting as the procuring agent for this project following a prescribed procedure from EFA. The procurement process has followed a prescribed procedure in accordance with EFA guidelines including a Preliminary Invitation to Tender (PITT) where two contractors from a panel of framework contractors were taken forward to an Invitation to Tender (ITT) process. A 'selected 'panel member' letter has been issued and both OCC and the Contractor (Kier) are preparing contract documents. The form of Contract is an EFA Lump Sum Design and Build Contract with largely pre-agreed conditions attached by way of the framework agreement. OCC internal legal officers are preparing the final suite of contract documents for completing with assistance on the technical schedules by the Council's advisors.

Simultaneously the Council must enter into a development agreement and short term lease with the Academy Trust; again these are a standard suite of documents provided by EFA. The Council's in house legal officers and CfBT lawyers are preparing and agreeing these documents. In addition, within the Development Agreement is the long term lease (125 years) which the Academy Trust will enter into with the Council 12 months after completion of the construction works; again these are being prepared and agreed.

It should be noted that minimal changes only can be made to the standard legal documents and that these have to be approved by EFA before the contract can be signed.

FINANCIAL IMPLICATIONS & AFFORDABILITY

Capital Implications

The estimated cost of the project is £8.058m based on the contract sum of £6.434m. The project cost includes a capital programme contingency of £0.277m. Included within the total project cost is £1.040m earmarked for ICT provision that will be transferred to the Academy.

The contingency provision of £0.277m, which is 3.6%, has been set lower than the standard 5%, taking into account the design and build contract is for a fixed price.

The risks and uncertainties identified in the above table are standard project issues and no additional budget provision is required at this stage over and above the provisions already included within the construction estimate and identified above.

The funding identified for the project will be met from the following sources:

- EFA Academy grant specific to the project and time-limited of £7.808m;
- OCC corporate capital resources of £0.250m;

No additional funding has been awarded for VAT, and both the County Council and the Academy will be able to reclaim VAT on their procured areas respectively.

Ref	Approved Budget Versus Estimated Cost & Project Contingencies	£000
A	Gate 0 project development budget released previously (+)	150
B	Gate 1 project delivery budget agreed to be released based on Feasibility Study (including £261k project contingency)	8,116
C	Total Approved Budget [as in the Capital Programme (A+B)]	8,266
D	Gate 2 project delivery budget (revised cost estimate or confirmed agreed maximum price)	7,631
E	Revised Project Contingencies (expected to be lower than original contingency level and justified)	277
F	Revised Project Budget Requirement (A+D+E)	8,058
G	Difference (C-F) (if positive represents savings to the capital programme, if negative represents requirement for additional capital resources or funded increase in the project cost which needs to be explained/ justified)	208

The cost reduction of £0.208m is due to the change in VAT status for Academies (ICT provision procured by the Academy) and the grant allocation has been reduced accordingly.

Revenue Implications

The Academy will be responsible for managing all revenue implications of the project. These will need to be funded from the Academy's delegated Budget Share. Resources for academy budget shares are provided by government through the Education Funding Agency. With no increase in pupil numbers expected as a consequence of the project there will be no additional resources provided through the delegated budget share.

Oxfordshire County Council has no responsibility for ongoing revenue running costs at the academy.

The net floor area of the school will increase by 555m² as a result of these works. This increase in isolation would be reflected in increased running costs for cleaning, maintenance and utilities which will need to be met from the academy's budget share.

The costs arising from increased floor area will be mitigated by improved cost efficiency of the new buildings due to benefits gained from the incorporation of the latest design technology for windows systems, lighting, insulation etc which are aimed at reducing energy costs.

The building due to be demolished has relatively poor energy performance and high maintenance requirements, which will therefore be eliminated from the academy's running costs after completion of the project.

Whilst it is not possible to accurately calculate the ongoing impact on running costs it is estimated that overall the project is likely to be broadly cost neutral in terms of energy costs and will remove long term maintenance liabilities from the academy.

Value for Money Analysis & Other Affordability Concerns & Statement

The project has been subject to a professional cost and value for money review by OCC's advisors; this has included benchmarking the scheme against other similar projects. The costs are in line with the costs prepared at feasibility stage and as agreed with EFA.

CONSULTATION

Staff, Student and Governor Consultation.

The academy's senior teaching staff, students and governors have been fully engaged in the development of design proposals which have been signed off as an acceptable design solution

Feedback from both staff and pupils has been incorporated into the design as it has progressed. This consultation will continue throughout the detailed design and delivery process through to completion

The Academy's Pupil Council, Governors and the Principal have been involved in the on-going discussions. The Principal has also discussed the needs and aspirations of different groups within the community at the next East Oxford Young People Partnership (EOYPP group)

Councillor involvement

There was initial councillor involvement, when the Expression of Interest (EOI) was originally submitted. Since then a meeting has taken place between Councillor Tilley and Nigel Cuning (OCC Asset Strategy Manager) on 2nd March 2012 to discuss the project.

Email updates were sent to Cllr Tilley, Cllr Malik and Cllr Sanders on 13th July 2012 followed by a further update on 13th September 2012

Public consultation

On Friday 6th July 2012 a public consultation evening was held at the Oxford Spires Academy. Two sessions were held at 2.30-3.30pm and 5.30-7.30pm. Both sessions were publicly advertised, although the early session was intended for students, parents and staff, while the later session was intended for the wider public and local community. This offered all interested parties the opportunity to view the proposal in full detail to prepare them for the Planning Application, while enabling them to review the scheme and develop their personal opinion. To advertise the event 800 flyers were hand delivered to local residents; while a further 900 flyers were sent home to parents via students of the Academy. Key members of the design team were on hand to answer questions. During the sessions, students, staff and the public were able to review the proposed works and encouraged to fill out feedback forms before leaving. The information presented included a

full set of floor plans, elevations, 3D visualisations from all angles, site management plans, construction traffic strategy plans, design development work, physicals models and programming details.

In addition, the academy plans to publicise the design and construction process of the new building on a new section of their website. This will be updated throughout the process and will serve as a gateway for students, staff and the community to keep track of developments on site.

On-going communication and Consultations will continue in line with plan defined within the project brief, design development requirements and Gateway procedures.

There is no requirement for a statutory consultation for the proposals at this school.

RECOMMENDATIONS

The Cabinet is RECOMMENDED to:

1. Approve the Final Business Case
2. Authorise that the contract be let and the development agreement be entered into subject to EFA approval and agreement on funding drawdown. Approval is also given to 'passport' ICT funding to the Academy Trust in accordance with EFA processes

Report Authors & Contributors

As sign off and approval

Background Papers

Accompanying appendices listed below.

Appendix A – Resource Appraisal Form

Appendix B – Grant/ External Funding Confirmation

Appendix C – The Latest Cost Plan

Appendix D – The Latest Project Risk Register

Appendix E – Services and Community Impact Assessment (SCIA)

Appendix F – EFA Procurement Guidelines (PfS Contractors Framework Local Competition Overview)

Appendix G – Drawings

Resource Approval Form

Appendix A

Please talk to a member of the Capital Finance Team if you have any questions about completing this form.

Capital Programme / Project Name: Oxford Spire Academy Status: Full Business Case

Price Base: Pubsec index 182, 2nd Qtr 2012 Approval Ref: ED805

Capital Expenditure and Financing

Capital Cost of Project / Programme	Previous Years Actual Expenditure £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
Project / Programme Development (feasibility, outline design)		37	54				91
Purchase of Land & Buildings							0
Construction (tender estimate or target cost)			2,819	3,159			5,978
Other works (Asbestos)				45			45
Fixtures, Fittings & Furniture				411			411
Vehicles / Equipment / Plant							0
ICT				1,040			1,040
Consultants fees		14	66	60	10		150
Other fees			15	15			30
Other (OCC resource Costs)		1	17	18			36
Project / Programme Contingency					277		277
Total Estimated Capital Cost *	0	52	2,971	4,748	287	0	8,058

The Construction Cost per square metre is

New Build
Refurbishment

1,923 /m2
708 /m2

Industry Standard:

1,750 - 2,200 /m2
250 - 1,000 /m2

Capital Financing of Project / Programme	Previous Years Actual Financing £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
OCC Flexible Corporate Capital Resources		19	17	18	196		250
Prudential Borrowing							0
Ringfenced Grants		33	2,954	4,730	91		7,808
Developer Contributions							0
Revenue Budget Contributions							0
Other							0
Total Capital Funding	0	52	2,971	4,748	287	0	8,058

Service Revenue Implications

Revenue Budget Costs/Savings	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Full Year Effect £'000
Running Costs:							
Premises (electricity, gas, rates, rents)						0	
Repairs & Maintenance						0	
Supplies & Services						0	
Staffing						0	
Capital financing (cost of prudential borrowing)						0	
Income						0	
Net Cost/(Saving)	0	0	0	0	0	0	0

Staffing F.T.E.	2011/12 F.T.E	2012/13 F.T.E	2013/14 F.T.E	2014/15 F.T.E	2015/16 F.T.E	Total F.T.E	Full Year Effect F.T.E
Additions/(Savings) resulting from the project						0	

*VAT excluded unless otherwise specified in the main report (specialist VAT advice obtained where necessary)

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**Education
Funding
Agency**

**Education Funding Agency
33 Greycoat Street
London
SW1P 2QF**

**Tel: 0370 000 2288
Email enquiry form:**

www.education.gov.uk/help/contactus

Jim Leivers
Director for Children, Education and Families
Oxfordshire County Council
County Hall
New Road
Oxford
OX1 1ND

13 May 2012

Dear Mr Leivers

Oxfordshire 4 – Oxford Spires Academy: Feasibility Study Approval

I am writing to inform you that consideration of the Feasibility Study you submitted for the above Academy has been completed. I am pleased to confirm the approval of your Feasibility Study and that your project will receive central Government support.

On the basis of your Feasibility Study, we expect the capital support for this project to be conventional capital funding of £7,808,298 which includes £1,040,000 for ICT Hardware. Please note that following changes to the VAT status of academies in the Finance Act the VAT allowance on ICT hardware has been deducted from the funding allocation.

A top-slice of the funding envelope of £150,000 for project support has been agreed with the Education Funding Agency (EFA), formerly Partnerships for Schools.

The funding allocation is fixed and any additional costs that have not been accounted for will have to be met by Oxfordshire County Council.

EFA must be informed immediately if the scope, contract, need for funding, timetable, or any other aspect of the project is changed in any material way from that which has been agreed. If this happens you will need to obtain EFA's written agreement to all proposed changes in good time before the contract is signed. Failure to secure prior agreement to deviations will invalidate any undertaking by the DfE / EFA to support your scheme.

The ICT element of the Feasibility Study requires further development. Please work with our ICT Adviser to develop the ICT strategy, and in particular the ICT Cost Principles during the procurement phase.

This project will, of course, continue to be supported by EFA during procurement, the selection of the Contractors Framework Panel Member and

progress towards contract award - please keep in touch with your EFA Project Director so that they can review and monitor progress.

We look forward to receiving your Final Business Case (FBC) in due course. Your Project Director will advise you on the format and content of this document.

This letter is without prejudice to any other consent that may be required, for example, in connection with planning legislation.

Yours sincerely



Mike Coleman
Divisional Director

Cc. (by email):
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Nigel Cuning
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

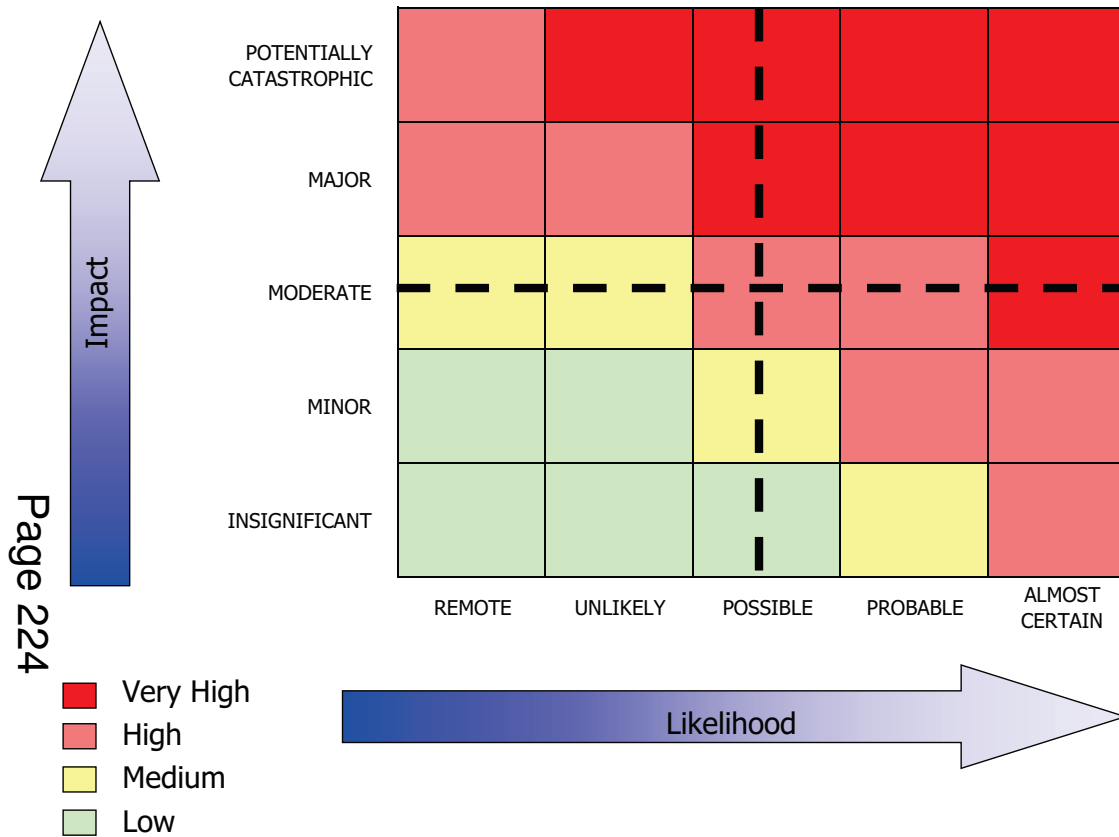
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RISK DETAILS					ORIGINAL RISK ASSESSMENT			CONTROL MEASURES				CURRENT RISK ASSESSMENT		
Id	Entry Date	Owner	Description	Consequence	Likelihood	Impact	Rank	Control Description	Current Status	Last Review	Next Review	Likelihood	Impact	Rank
1		contractor	Pupil contractor seperation		Possible	Major	Medium	Contractor to design a robust Health and Safety strategy, interface with the school population to make them aware of dangers				Possible	Major	Medium
2		Contractor	Phasing and decanting	Disruption to programme and education	Probable	Major	High	Avoid temporary accommodation requirements	Contractor phasing plan agreed			Unlikely	Major	Medium
3		ALL	Interface and communications between CfBT / OCC and OSA	Delay in decision making	Possible	Major	Medium	Communications and responsibilities in place				Unlikely	Major	Low
4		OCC/HFA	Land and prperty and title issues	All 3rd party site users need to be managed (expectations and / or removal).	Unlikely	Moderate	Low	Academy lease already in place				Unlikely	Moderate	Low
5		HFA	Challenging Budget	Scope change if Framework Contractors cannot dleiver for budget	Probable	Moderate	Medium	Continued Cost management and manage aspirations of Academy	Control Option designed to meet budget			Possible	Moderate	Low
6		Contractor	Site Access	Access for development site needs management	Probable	Moderate	Medium	separate student and staff access needs to be agreed, careful location of compound				Possible	Moderate	Medium
7		Contractor	Site Access	Access and car parking through local roads	Probable	Moderate	High	Manage with contractors, careful consideration of wording for AR's	Initial discussions held with highways, planning submission made			Probable	Moderate	Medium
8		HFA / CfBT	Interface with ICT	Ensuring scope of work and clarity of interafces issues	Probable	Moderate	High	Interface schedule prepares				Possible	Moderate	Medium
9		CfBT	Interface with ICT - detailed scope of work	Impact on refurbishment works where ICT in areas not to be refurbushed	Probable	Major	Very High	Ongoing dialogue with CfBT on ICT scope	ICT Contractor appointed, interface discussions ongoing			Possible	Major	High

RISK DETAILS					ORIGINAL RISK ASSESSMENT			CONTROL MEASURES				CURRENT RISK ASSESSMENT		
Id	Entry Date	Owner	Description	Consequence	Likelihood	Impact	Rank	Control Description	Current Status	Last Review	Next Review	Likelihood	Impact	Rank
10		OCC	Potential LA scoping issues	Potential LA scoping issues with introduction of primary school	Possible	Moderate	Medium	Minimised through control option which identifies ringfenced area for primary school	Primary school not included in current scope			Possible	Moderate	Medium
11		HFA	Key documents	Key documents are not ready in time for scrutiny by DUG and/or Cabinet	Possible	Moderate	Medium	Minimise through planned procurement approach.	Project Plan lays out clear timetable and no team member has stated inability to achieve deadlines.			Possible	Moderate	Medium
12		HFA	Ecological issues on site	delay in works due to working around ecological matters	Probable	Major	High	Minimised through survey works	Additional surveys being procured			Possible	Moderate	Medium
Page 222		HFA	Archeological Issues	delay in works due to working around archaeological issues	Possible	Major	Medium	Need for a watching brief identified	Initial discussions and liaison with County Archeologist, Geophysics undertaken, possible issues			Probable	Moderate	High
13		ALL	Failure to award contract	Failure to award contract within agreed timeline	Possible	Major	Medium	Minimise through planned procurement approach and seeking delivery of key inputs on time.	Project Plan lays out clear timetable and no team member has stated inability to achieve deadlines.			Possible	Major	Medium
14		ALL	Construction period over-runs	Construction period over-runs leading to insufficient time for set up for occupation	Possible	Major	Medium	Minimise through planned procurement approach and seeking delivery of key inputs on time. Test deliverability at ITT stage.				Possible	Major	Medium
15		HFA / OSA	Unforeseen problems with demolition	Unforeseen problems with demolition of current buildings	Possible	Moderate	Medium	Provide as much data as possible about existing buildings and the ground conditions etc.	Asbestos survey (level 2) undertaken.			Possible	Moderate	Medium

RISK DETAILS					ORIGINAL RISK ASSESSMENT			CONTROL MEASURES				CURRENT RISK ASSESSMENT		
Id	Entry Date	Owner	Description	Consequence	Likelihood	Impact	Rank	Control Description	Current Status	Last Review	Next Review	Likelihood	Impact	Rank
16		OSA / CfBT	Scope Change	Project personnel change could result in scope change	Possible	Moderate	Medium	Control option signed off	CfBT, OSA staff and students all signed up to project brief			Unlikely	Minor	Low
17		HFA & Legal Advisers	Collateral Warranties	Legal advice needed	Possible	Moderate	Medium	warranties in process				Possible	Moderate	Medium
18		HFA	Planning Consent	Delays in planning consent caused by highways or car parking issues	Possible	Major	Medium	Scheme proposed highlights no requirement for increased parking or traffic impact	Initial discussions held with highways			Possible	Moderate	Medium
19		HFA / CfBT	Limited refurbishment to large areas of the site	Likely additional refurbishment requirements once buildings are 'touched'	Probable	Major	High	Contingent sum set aside	Scope clearly defined in control option			Possible	Major	Medium
Page 223 20		Contractor	Asbestos	Additional cost required for removal of asbestos	Probable	Major	Very High	Continued surveys	Contractor undertaken further surveys, costed works awaited			Probable	Moderate	High
		HFA	Design details		Possible	Moderate	Medium	Need to ensure that design takes holistic view but that specific issues are fully addressed, completion of 1:50 drawings prior to contract				Possible	Moderate	Medium



Definitions

Risk Likelihood

REMOTE	Less than 10% probability
UNLIKELY	10-30% probability
POSSIBLE	30-60% probability
PROBABLE	60-90% probability
ALMOST CERTAIN	Over 90% probability

Risk Impact

INSIGNIFICANT	<ul style="list-style-type: none"> <20k Insignificant impact on Business Sector or its staff Insignificant impact on internal reputation/morale
MINOR	<ul style="list-style-type: none"> Between £20k-£250k Some impact on success of the Business Sector and its staff Some impact on internal reputation/morale
MODERATE	<ul style="list-style-type: none"> Between £250k-£1 million Significant impact on the success of the Business Sector and its staff Significant impact on internal reputation/morale, some impact on external reputation
MAJOR	<ul style="list-style-type: none"> Between £1 million-£10 million Significant impact on achievement of the Group's business plan and its staff Significant damage to external reputation
POTENTIALLY CATASTROPHIC	<ul style="list-style-type: none"> Over £10 million Irreparable damage to external reputation The organisation may not survive

Probability & cost figures to be adjusted



APPENDIX E

A SERVICE AND COMMUNITY IMPACT ASSESSMENT

FOR

OXFORD SPIRES ACADEMY BUILDING WORKS



DOCUMENT CONTROL SHEET

PROJECT TITLE **OXFORD SPIRES ACADEMY BUILDING WORKS**

REPORT TITLE **A SERVICE AND COMMUNITY IMPACT ASSESSMENT FOR**
OXFORD SPIRES ACADEMY BUILDING WORKS

REVISION STATUS **FINAL**

CONTROL DATE **13/09/12**

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- 7 STAFF IMPACT**
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- 12 IMPACT ON VANDALISM AND BULLYING**
- 13 IMPACT ON ACOUSTICS**
- 14 IMPACT ON EXTERNAL SPACE**
- 15 IMPACT ON CAR PARKING**

APPENDIX 1

OXFORD SPIRES ACADEMY EDUCATIONAL VISION

1 BACKGROUND

Oxford Spires Academy serves a diverse community in East Oxford. It opened in January 2011, replacing the Oxford School. In 2011/12 there were 799 students on roll, 209 of whom attend the sixth form. An above-average proportion of students come from minority ethnic backgrounds. About half the students speak English as an additional language. The proportion of disabled students and those who have special educational needs is approximately one quarter of those on roll. The proportion of students who are known to be eligible for free school meals is above average.

Under the National Academy Programme, CfBT Education Trust (lead sponsor) working in partnership with Oxford and Cherwell Valley College and Oxfordshire County Council (OCC), secured £8.016m capital funding in the form of a ring fenced grant (including furniture and ICT) from the Department for Education (DfE) via Partnership for Schools (PfS) - now called the Education Funding Agency (EFA).

In liaison with all parties a scheme has been designed for new build accommodation and various alterations throughout the Academy.

The responsibility for delivery of the new buildings falls to the OCC as the Local Education Authority. However, being an Academy, Oxford Spires Academy is not within the jurisdiction of the County Council. OCC are therefore managing the delivery of the project within EFA's procedures but cannot dictate the details of the provision.

To secure funding OCC has complied with the PfS procurement process and following a successful competitive dialogue process have issued the preferred bidder letter to Kier Construction.

The planning application has been submitted

The Academy is keen for the building to be open by September 2013 although our original target occupation date was set for September 2014.

The project group are working towards the 2013 goal.

The proposal would be an appropriate celebration of recent academic improvement in GCSE results at the academy. It is important for staff and students to continue their progression and this proposal would serve as ideal motivation for all involved.

2 PROJECT DETAILS

The planning application submitted is for the construction of a new educational teaching facility at the Oxford Spires Academy, Glanville Road, Oxford.

The proposal does not increase the capacity of the Academy but seeks to improve the overall facilities

Situated approximately three miles south east of Oxford city centre, in the district of Cowley, the Academy has suffered from a lack of investment over recent years, with much of its infrastructure no longer 'fit for purpose' by modern day educational standards. The school buildings were originally constructed in a number of phases from early 1930's through to the

present. Whilst the older blocks function many rooms are undersized and a number of 'outbuildings' have effectively been mothballed. The 1960's science block is in particularly poor condition. Access across the site is difficult and there are very few fully accessible spaces.

This proposal seeks to develop the Academy with a view to future proofing circulation and logistical strategies site wide to allow further building works to take place in years to come. The Academy requires significant improvement in its infrastructure to ensure pupils have a real choice in their local Secondary School provision.

The proposed works include:

- The renovation and extension of the existing IT/Business Building (EBIT) to house Science, IT and business enterprise, sixth Form and a new assembly space.
- The addition of a link between the existing Art Block and Main Reception Building
- Small extension of Sports Hall changing rooms
- Site wide internal renovations in various locations
- Replacement car parking facilities
- The demolition of the existing Science Block, to be replaced with a landscaped courtyard

2.1 New build accommodation

The new building will accommodate the 11 Science classrooms, 6 I.T. & Business Enterprise classrooms, the Sixth Form and create a new Assembly space to seat 330 students.

Due to the renovation of the EBIT building and the demolition of the existing Science building there will be no increase in student numbers as a result of this proposal.

The proposal is a 'like-for-like' development which serves to replace existing facilities rather than increase the general teaching facilities.

2.2 Refurbishment

In total there are seven areas of refurbishment across the site. Generally they are internal works, with the exception of a new structure which will link the art block to the existing main entrance building. The overview of the scope of works is as follows:

- **Art/Technology**

New partitions to form small office
New / refreshed internal finishes
New glazed link and toilet block

- **Food Technology**

New internal fixtures and fittings
Redecorate

- **Main Entrance**

Area under stairs to be filled to create large medical suite with separate desk / office area
Circulation route opened up through the school to provide level access
Finance / Business suite created in existing withdrawal rooms
Extension of Interview room

- **Humanities Link**

Corridor taken straight through to provide direct east-west link
Humanities I.T. moved south
House office and house interview relocated between classrooms

Faculty base and attendance office located at front of building
Bursar and Finance offices unchanged

- **SEN / EAL**

SEN department to replace 6th Form Study area

- **Mathematics**

Partitions reconfigured and WCs removed to create office and interview room
Remaining WCs reconfigured

- **Humanities Classrooms**

Walls removed between existing classroom and office/store to create larger classroom

- **Sports Hall**

Changing room roof repaired
Female changing extended into covered area to provide individual cubicles
Fittings and decor to be refreshed subject to cost

3 IMPACT ON SERVICE REQUIREMENT

This project supports the Council's statutory responsibility to ensure sufficiency of pupil places.

The project meets two of the County Council's four corporate priorities:

- World Class Economy; provision of infrastructure for growth areas and improving school infrastructure to help raise educational attainment
- Environment and climate change; improving the environmental performance of the Council's buildings.

The project is in line with the 3 priorities in Oxfordshire's Children and Young People's Plan 2010-2013;

- Keeping all children and young people safe
- Raising achievement for all children and young people
- Narrowing the gap for our most disadvantaged and vulnerable groups

The project meets two of the core themes of the Corporate Asset Management Plan 2010;

- Theme 4 – Property that is fit for purpose and supports corporate priorities and emerging service business models
- Theme 5 – Improved environmental performance of our buildings to contribute to targets to reduce carbon dioxide emissions

4 CONSULTATION

4.1 Consultation with academy

The academy's senior teaching staff, students and governors have been fully engaged in the development of design proposals which have been signed off as an acceptable design solution and which form the basis of this Outline Business Case.

Feedback from both staff and pupils has been incorporated into the design as it has progressed.

4.2 Consultation with Councillors

Following initial Councillor involvement, when the Expression of Interest (EOI) was submitted, the Academy's Pupil Council, Governors and the Principal have been involved in the on-going discussions. The Principal has also discussed the needs and aspirations of different groups within the community at the next East Oxford Young People Partnership (EOYPP group) and a meeting between Councillor Tilley and Nigel Cuning (OCC Asset Strategy Manager) took place 2nd March to discuss the project.

4.3 Public consultation

On Friday 6th July 2012 a public consultation evening was held at the Oxford Spires Academy. Two sessions were held at 2.30-3.30pm and 5.30-7.30pm. Both sessions were publicly advertised, although the early session was intended for students, parents and staff, while the later session was intended for the wider public and local community. This we believe offered all interested parties the opportunity to view the proposal in full detail to prepare them for the Planning Application, while enabling them to review the scheme and develop their personal opinion. To advertise the event 800 flyers were hand delivered to local residents, while a further 900 flyers were sent home to parents via students of the Academy. Key members of the design team were on hand to answer questions, including Stuart Ward (Architect), Clive Hodgeman (Kier Education), Andy Vernon (Kier Design Manager) and Paul Scholes (Kier Senior Projects Manager). The design team were supported by the Academy Principal, Sue Croft, and Estates Manager Al Tetteh. During the sessions, students, staff and the public were able to review the proposed works and encouraged to fill out feedback forms before leaving. The information presented included a full set of floor plans, elevations, 3D visualisations from all angles, site management plans, construction traffic strategy plans, design development work, physicals models and programming details. Prior to this consultation, the design team engaged in several discussion sessions with the students and staff of the academy to ensure the design meets the requirements of the modern curriculum. This consultation will continue throughout the detailed design and delivery process through to completion. In addition, the academy plan to publicise the design and construction process of the new building on a new section of their website. This will be updated throughout the process and will serve as a gateway for students, staff and the community to keep track of developments on site.

4.4 Other consultations

There is no requirement for a statutory consultation for the proposals at this school.

5 IMPACT ON SITE STRATEGY

The primary aim of the site strategy has been to develop a more coherent site and accessible site that provide modern facilities which will serve to facilitate the educational needs of students in the Cowley area for years to come.

The scheme has been reviewed to ensure that future development on the site will not be hindered, so that further development/site improvements to the site can take place in the future.

6 PUPIL IMPACT

The improved facilities will support the Academy in its drive to continue to improving standard of attainments and, in line with the 3 priorities in Oxfordshire's Children and Young People's Plan 2010-2013 should help:

- Keeping all children and young people safe
- Raising achievement for all children and young people
- Narrow the gap for our most disadvantaged and vulnerable groups

The improvements that are aspired to are set out with in the educational vision at the end of this document

7 STAFF IMPACT

The staff have had an overall input into the design to give them ownership of the process and the improved facilities.

Staff working environment will be y improved following the completion of the proposed building works

The staff facilities and the provision of improved circulation, faculty bases, well sized classrooms and generally improved facilities will contribute to improved staff moral and provide suitable and sufficient spaces for them to teach and plan effectively.

The improvements that are aspired to are set out with in the educational vision at the end of this document.

8 IMPACT ON RELIGION AND BELIEF

The Academy has set aside a dedicated prayer room for the use of all religions within the school. The original Control Option produced for the project ensured that this space was allocated. No washing facilities are provided with the prayer room The Academy have carried out the work to this room themselves.

Work to the Sports Hall changing facilities will create individual changing cubicles for the female students along with upgraded shower cubicles

9 IMPACT ON ACCESSIBILITY

Accessibility around the site will be vastly improved following the completion of the proposed building works. A level access will be created from the art accommodation to the west, across to the new build accommodation to the East of the site. Toilet accommodation, including an accessible provision will also be provided on the West side of the site.

The new building will comply fully with Part M of the Building Regulations.

There will be provision of rise and falls tables, sinks etc to each room type to ensure the teaching provision is fully accessible.

Accessible WC toilet facilities will be provided on all floors

Access onto the site, and into the building, will be generally level with no significant obstacles. A clear access route will be created between the existing buildings and the

proposed new block, improving site wide circulation and allowing for ease of use during lesson changeovers. A strip of hard-standing landscaped area is being maintained to allow for gates leading from the main entrance to the delivery access road will be retained or replaced to provide access to delivery and community facilities, only when necessary. This will not impact on any public highways outside of the site boundary.

The new building will accommodate three main entrances to encourage equal and safe circulation routes. These entrances have double doors which open outwards to assist in emergency exit. Level access will be provided into the building and throughout the ground floor, while two stairwells and a lift will provide access to the upper floors. Corridors have been designed to be light and airy with plenty of space for passing pedestrians and ease of use for wheelchair users. Doors on circulation routes and to all rooms where privacy is not an issue have vision panels and where closers are to be fitted to doors, force at the leading edge required to open them will not exceed 20N. Window openings will be restricted to ensure student safety internally, as well as avoiding external obstruction or hazardous projection. This will also serve as a further deterrent to burglars who may wish to break in.

10 IMPACT ON THE COMMUNITY

Community provision on the site will be improved

The Academy already has an open door policy for the community where their facilities are available for use out of school hours.

The improvements to the existing sports hall and changing facilities along with the new assembly/ drama hall will further contribute to the facilities available and used by the community.

The existing car parking provision has been maintained to avoid parking spilling out onto Glanville Road.

To minimise the impact of the construction work on local residence the contractor will developing a one-way system for his vehicles and delivery vehicles to avoid grid lock on the local roads.

11 IMPACT ON RESOURCES AND RUNNING COSTS

The Academy is responsible for all revenue costs including staffing, building running costs, maintenance and repairs.

OCC are acting as the procuring agent for this project and as such will require staff resources to cover the monitoring and help to direct the progress of this project. The majority of the resource will be required by the Property and Facilities. Revenue expenditure will be incurred to cover legal advice on the negotiation of the 125 year lease for the Academy.

It is anticipated that the Academy's running costs will remain broadly the same. It is expected that heating costs will reduce from current levels due to the replacement of the science block although electricity costs may increase due to the significant investment in ICT.

Removal of the existing science building will result in a reduction of repairs and maintenance

costs for the academy.

The whole life premises costs should be reduced as a result of improved energy efficiency, modern systems and new fixtures, fittings and finishes. It is not practicable to quantify this at this stage

12 IMPACT ON VANDALISM AND BULLYING

The building has been designed to minimise the opportunity for bullying or vandalism. Externally, supervision lines are enhanced and hidden corners have been, where possible, omitted from the scheme. This will discourage undesirable behaviour. To ensure robustness at ground floor level, a brick plinth runs around the perimeter of the new building. This will discourage vandalism and ensure the facade is strong enough to withstand 'wear and tear' within a school environment. Internally all rooms are accessed off a central atrium in order to preserve good supervision lines. Entrance and stair areas are well glazed to allow for passive supervision, both internally and from adjacent buildings. The building is subdivided into departments which, in the event of community use, will allow each area to be securely locked down.

13 IMPACT ON ACOUSTICS

The building being demolished and/or refurbished have some poor acoustic properties. The new build accommodation will comply with BB93 and therefore have high acoustic standards.

The reverberation times within the rooms will be appropriate to their use and the sound transmission between rooms will be low so enhancing the teaching spaces.

The building is designed to reduce the impact of music or social activities on the surrounding residents. The Assembly Hall sits behind a screen of mature trees, attenuating sound transfer from the building to the local residents. The main teaching spaces are located to the north of the building to ensure residents are not overlooked and that general acoustic levels are directed away from the south of the site. All teaching spaces include openable windows; however noise levels will be monitored by staff on site to ensure they are kept under control. The administration offices are integral to the design of each department for supervision purposes.

14 IMPACT ON EXTERNAL SPACE

The demolition of the existing science block creates a large area upon which the entire site centres. This provides the opportunity to design a courtyard area which will be used for social activities, P.E. lessons and outdoor learning. This area will link the two green outdoor sports areas and serve to improve site circulation and general legibility.

In addition the landscaping adjacent to the new building, as well as the access road to the south of the building will also be developed. The access road is critical for deliveries to the kitchen area, as well as for emergency vehicle access to the back of the teaching blocks.

This work will be done prior to the construction of the new building to enable deliveries and site access to be maintained during the construction phase.

Generally the design should be appropriate to a school environment, using robust materials which complement the surroundings. The design will include a mixture of hard paving, grassed areas, soft planting and benching, as well as a hard standing area which could be used as a basketball court.

On the site of the new building there are currently car parking spaces for staff. These are not ideally placed and cause a conflict between vehicular and pedestrian traffic on site. Our proposal relocates these spaces to a more appropriate place on the site, behind the kitchen block.

15 IMPACT ON CAR PARKING

The footprint of the proposed new building will occupy space currently used for secure car parking. It is estimated that there are currently 120 parking spaces on site, with overflow to the North adjacent to the Sports Hall. Typically this would be used by the community during weekends when using the sports facilities.

As part of the proposal, the allocated parking provision will match the numbers that currently exist. The academy are keen to encourage staff and students to use alternative means of transport, however their current parking provision is well used throughout the year and any reduction may lead to a negative impact on Glanville Road.

As a result we are proposing maintaining the level of parking at 120 spaces on site. This includes disabled access spaces and visitor parking. The proposed site for the relocation of the existing parking is to the East of the site. This will allow for secure access to the tennis courts, maintaining the academy's secure line for student safety. In addition this segregates pedestrian and vehicular circulation on site, again improving student safety.

APPENDIX 1

OXFORD SPIRES ACADEMY EDUCATIONAL VISION

The following six key strategic intentions summarise the vision for the Academy:

- A truly comprehensive Academy (provision for the more able)
- A centre of pedagogical excellence, training and leadership
- A strong and effective system of individual support, care and guidance (a rigorous house system)
- A centre of excellence for literacy
- A community Academy with a global perspective
- Extensive and imaginative use of the business and enterprise specialism

- 1)The academy development plan has further defined the specific areas for improvement for 2011-2014:Raise the quality of teaching and active learning
- 2)Improve the quality and quantity of homework
- 3)Improve students respect for all members of the academy and community
- 4)Develop quality teaching and learning including Literacy and EAL
- 5)Ensure the academy becomes the first choice school in the local area
- 6)Raise attainment at all levels

Furthermore we intend to achieve an Outstanding OFSTED in 2012 and to raise achievement in 2012 to 58% 5+A*-C including English and mathematics and 80% 5+A*-C including English and mathematics in 2017.

A truly comprehensive Academy

The Academy will be a high achieving school within the next three to five years and attract students across the range of abilities from local primary schools. The lead sponsor and partners recognise that the challenge is to consciously and vigorously meet the needs of all students. The Academy will, therefore, create a more personalised approach to learning while more readily meeting the needs of individuals. This will be achieved through high quality teaching; teaching which encourages learning to be creative and to make connections; greater student independence; the consistent use of assessment for learning (AfL) strategies; and the development of an inquisitive climate for learning. These important features will require new systems, procedures and continuing professional development to ensure the engagement of students, parents/carers and staff. The Academy will offer supportive and challenging learning programmes for all and identify and foster programmes to better support the most able. As a member of the National Association of Gifted Children, the Academy will develop effective support programmes for all aspects of giftedness. For those identified as able, gifted and talented, the offer will include: early examination entry; a programme of extra-curricular GCSEs; targeted interventions to support students to achieve A* grades at GCSE and A' level. For primary school students identified as able, gifted and talented the Academy will offer master classes in English and in Business and Enterprise, amongst other opportunities.

A centre of pedagogical excellence, training and leadership

In order to be at the 'leading edge' of practice there will be a sharp focus on developing and improving teacher effectiveness. One aspect of this will be the effective use of data. This will be a key element in raising attainment and teachers will combine analyses of student

performance data with a range of pedagogical skills to maximise each student's attainment. This will be complemented by ambitious programmes of continuing professional development (CPD) and the dissemination of good practice.

As a training centre for pedagogy and innovation the Academy will provide for the needs of its own staff and students, local primary schools and other schools locally, nationally and internationally. It will build a reputation for its work by developing the current links with further and higher education through its partners and by establishing international links through its lead sponsor. Its reputation for excellence in this area will be used to attract and retain excellent staff committed to leading in their classrooms and overcoming barriers to learning in order to increase the access, achievement and aspirations of its students.

A strong and effective system of individual support, care and guidance

The house system will be central to the Academy's focus on the provision of high quality support, care and guidance. It will be used to build confidence and raise the aspirations of parents/carers and to increase their involvement as the child's co-educators. It will offer considerable personal challenge to students, exceeded only by a high level of support.

The new system of four houses, will help to create a strong sense of belonging and offer many opportunities for students and staff to contribute to the life of the Academy and wider community through creative, academic, business and enterprise, performing and sporting activities. Through the establishment of robust but sensitive and caring relationships the house system will be used to raise standards by fostering high expectations in terms of achievement, participation and behaviour. It will provide a basis for collaboration and competition between students and play a key role in developing student leadership. The house system will be the power house of the Academy – engaging and motivating students and parents with demonstrable pride. The house system will also be characterised by the following features:

- effective communication skills (courteous and timely)
- self-discipline and self-management in and out of the classroom
- peer mentoring
- peer mediation skills
- conflict resolution
- student leadership at all levels
- high participation in enrichment activities
- strong student voice
- students as peer teachers
- reward and celebration, for example, through house colours and uniform

A student in a house will want to belong and will actively engage in the house identity and competition. He/she will seek reward by improved effort and will be rewarded irrespective of ability, age or gender or any other discriminatory factor. The house 'family' will look after its own in a structured and inclusive manner. **'Being the best you can be'** will be unashamedly celebrated.

A centre of excellence for literacy including EAL

He focus on literacy will act as a driving force for raising standards and improvement.

The English department will be a 'beacon' department which leads outstanding practice across the curriculum. Strong literacy links will exist between the Academy and students' primary schools, through, for example, appointing a teacher of English (lead practitioner or Advanced Skills Teacher) who teaches at the Academy and in students' primary schools. The promotion of performance and creativity will be used to generate in all students a

confidence in learning and to encourage a wide range of personal skills in areas such as communication.

The curriculum will emphasise the development of functional skills – particularly for those requiring additional support in literacy – and use ‘accelerated’ programmes to challenge and progress students whose levels of achievement are ahead of expected norms. The English department will be effective teachers of Personal learning and thinking skills (PLTS) and will enable those with written communication difficulties to become effective learners whilst supporting their development of functional English. Provision for students who have English as an additional Language (EAL) will be excellent.

The Academy will have a first class library and the development of a Virtual Learning Environment (VLE) will offer exciting opportunities for students and teachers to access a wide range of materials – bespoke and bought packages – and different ways to learn. Materials that will be available include those for use in class; revision packages; use of new technologies (blogs, apps and social networking); opportunities to foster a love of reading will be exploited.

The Academy's programme of extension and enrichment activities for students along with the family and community learning programme will promote the development of effective literacy and oracy skills.

A community Academy with a global perspective

All students will be technologically skilled and broadly educated within an international dimension that will help them to take their place in further education or employment: there will be a strong commitment to local, national and global learning studentships. Trying to ensure that students grow up to lead safe, happy, healthy and successful lives is one of the Academy's chief aims. Families are central to this and the Academy will engage parents and carers in their children's learning in order to better support its young people. School and family support workers will be introduced to help those young people with the most significant barriers to learning. The Academy will build upon the present harmonious school environment and strengthen community cohesion by promoting tolerance and celebrating diversity through the house system.

Members of the local community will be encouraged to participate in the Academy as friends of the Academy; governors; co-educators of their children; in Academy-based learning opportunities for adults; and classes for community groups. Parental engagement will be encouraged and nurtured in a variety of ways, including online reporting, open weeks and shared learning projects. Parents will be asked to share their views formally and informally.

The Academy will develop a strong international and global dimension across the curriculum so that students are educated about development issues; can understand the key global considerations which will shape their lives; have an understanding and appreciation of cultural diversity; and recognise and celebrate diversity. International links, for students and for staff, will be forged through the lead sponsor's worldwide connections, as well as through schemes for schools sponsored by the Department for Education and the British Council.

Extensive and imaginative use of the Business and Enterprise specialism

As part of the sponsors' commitment to raising standards, personalised learning pathways for students will support and enable students to develop their potential and maximise their achievements through an appropriate range of academic, vocational and enrichment activities. Both specialisms will act as important change agents and, alongside Information and Communication Technology (ICT), will permeate the curriculum and help to raise student

aspirations and achievement. Relevant and innovative cross-curricular and enterprise related activities will take place on special timetabled days.

Students will model businesses and enterprise in mock, virtual and real entrepreneurial activities. Representatives from local business will be actively involved in the life of the Academy through mentoring students, coaching, career events and contributing to the wider curriculum. The Academy will develop links with business, in order for students to gain detailed knowledge of the wider world.

The ICT vision

Supporting excellence in learning, teaching, guidance and support as characterised by:

- well trained, confident users of information technology
- data being used to identify and address the needs of individual learners throughout their school careers
- access to a range of opportunities and methods for accessing learning resources from both within and outside the formal school times and premises
- collaborative technologies being used to bring the outside world in, and give opportunities for creative and thoughtful dialogue with the community and the wider world
- interactive technologies being used to increase teachers' repertoire and learners' experience with technology providing the ability to cater for a broader set of learning styles in lessons
- technology supporting the accurate and timely feedback to learners on their progress and areas for improvement

Creating a personalised learner experience characterised by:

- technology actively being used to reduce barriers to learning identified for groups and individuals within the Academy
- virtual learning that blurs the boundaries between the classroom-based, guided and informal learning thereby creating a more seamless experience for the learner as they progress through their day, week and year
- technology providing discrete and timely access to support professionals, services and material
- a range of opportunities for self-expression, demonstration of knowledge and understanding through technology

Becoming an e-confident organisation as characterised by:

- reliable, well supported information technology provision
- understanding and measuring the impact that technology is having on success, personal effectiveness and the morale of the workforce
- a sound understanding of the return on investment in technology
- using technology to provide access to support and administrative functions
- technology appropriately integrated into learning, social and communal spaces

Curriculum

The curriculum will be innovative but grounded in developing core skills. Acquiring essential skills is central to students' learning and the application of these key skills will enable students to have the attributes they need to prosper in the future. The curriculum will be shaped to inspire, encourage and motivate students to fully engage with the opportunities

available. It will offer students personalised pathways and will be consistently focused on students' learning and achievement and how to improve both. It is vital that students are highly motivated in order to raise their aspirations and broaden their horizons. The Academy will focus on each student as an individual, developing their potential and maximising their achievements through academic, vocational and enrichment activities. This will be achieved through planned progress, effective monitoring and the celebration of success.

The curriculum will deliver:

- effective delivery of PLTs,
- a concentration upon the core subjects of English, mathematics and science
- challenge and pace
- excellent AfL,
- an engaging climate for learning
- an excellent and invigorating classroom environment
- project- and work-based learning
- the integration of subjects, where appropriate
- the imaginative use of ICT
- programmes for self-directed and home learning
- the teaching of learning to learn, including well-being
- a well-designed Social and Emotional Aspects Learning (SEAL) programme.

Key Stage 3

From September 2011, the driving force will be in the quality of skills delivery, pace and challenge for the more able, with pre-teaching and a focus on core skills for EAL students. It is a two year Key stage 3; Year 9 will provide personalised pathways which accelerate and prepare students for the next stage.

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The Academy will enrich the academic learning experience of students and broaden the curriculum by developing academic and vocational learning opportunities; improving choice by offering Critical Thinking, early AS and Open University modules; Youth Award programmes; and participation in Young Enterprise ventures. The top 60% of students will be guided into taking the English Baccalaureate. There will be a strong delivery of a wide range of A Levels. Sixth form students will be school leaders and expected to study independently in their selected subject areas outside of the classroom teaching time.



PfS Contractors Framework

Local Competition Overview

Document Status: Issued

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Document Control

PfS and its advisers accept no liability whatsoever for any expense, liability, loss, claim or proceedings arising from reliance placed upon this **Overview Document for the Local Competition**

Document Properties	
Document Owner	Academies Director
Organisation	Partnerships for Schools
Title	PfS Contractors Framework The Local Competition
Abstract	
This Local Competition Overview is developed to assist the Framework User in undertaking a local competition through the PfS Contractors Framework.	

Version History				
Date	Editor	Version	Status	Reason for change
16/06/2010	SB	1.0	Issued	1 st Issue for the PfS Contractors Framework
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1. **INTRODUCTION**

1.1 PfS has established a Contractors' Framework ("the Contractors' Framework") of 12 design and build contractors for each Sector (hereafter referred to as "Panel Members") to complement and eventually succeed the existing National Framework. The Contractors' Framework is intended to deliver single educational facilities or a programme of educational and/or community facilities.

1.2 The Contractor's Framework will operate across two Sectors:-

- Sector 1 will cover the North West, North East, Yorkshire and Humber, East Midlands and West Midlands;
- Sector 2 will cover the East of England, South East, South West and London.

A map and list of the areas covered by each of the Sectors is shown at Appendix E of this document

The purpose of this Document is primarily to provide Framework Users with advice on how to use the Contractors' Framework and how to conduct a "Local Competition" to select a Panel Member off the Contractors' Framework. The Document will also be of use to Panel Members so that they will understand what is expected of them through the process. The Contractors' Framework was procured by PfS acting as central purchasing body on behalf of the bodies listed below. The potential Framework Users are:

- Partnerships for Schools;
- local authorities in England;
- school governing bodies in England;
- voluntary aided schools in England;
- voluntary controlled schools in England;
- Diocesan and other relevant faith authorities in England;
- DFE;
- Academies established or to be established in England (including free schools);
- Foundation Schools in England;
- Trust Schools in England;
- the Learning & Skills Council;
- sixth form colleges in England;
- Primary Care Trusts in England;

and any statutory successors and organisations created as a result of reorganisation or organisational change.

1.3 The Contractors' Framework was procured under the Restricted Procedure of the European Procurement Regulations. The document details the process to be followed to ensure the regulations are adhered to, in particular, the Design and Build Contracts must be used to contract with a Panel Member. The use of an alternative form of Design and Build Contract will not be permitted for any Scheme.

1.4 All Framework Users will be required to enter into a Memorandum of Understanding (MoU) with PfS prior to FS approval which will stipulate the terms under which the Contractors' Framework will be managed and the information available to Framework Users.

1.5 The Local Competition Overview document has been developed to enable Framework Users to operate the Contractors' Framework effectively and efficiently. It also seeks to ensure that the Framework User is able to undertake the Local Competition process in a manner that enables compliance with applicable regulations. The document details:-

1.5.1 the Local Competition process;

1.5.2 the documents relevant to the conduct of the procurement process. This could be either documents to be produced by the Contractors' Framework User or other documentation that would be of benefit to the Contractors' Framework User;

1.5.3 other physical deliverables required of the Contractors' Framework User;

1.5.4 typical timescales for different procurement stages.

1.6 The Local Competition Overview is intended to be the sole document for the operation of the Contractors Framework. There are also template documents for users to use to develop their requirements at each stage of the process. These are: -

1.6.1 Feasibility Study (FS) Template and Appendices;

1.6.2 Preliminary Invitation to Tender (PITT) and Evaluation Matrix;

1.6.3 Invitation Tender (ITT) Templates and Evaluation Matrix;

1.6.4 Final Business Case.(FBC) Template

All of the documents are on the PfS website. Where the need for further information arises, PfS will develop and issue such information and publish it on the PfS website.

2. **TYPES OF SCHEME**

PfS anticipates that the Contractors' Framework will be used to deliver:-

- single Scheme projects,
- a programme of Schemes to be procured in more than one phase as a Future Schools Scheme.

The Local Competition is designed to be identical for each of these types of Scheme. The framework was procured on the basis there will only be one sample school developed during the Local Competition – this is further highlighted in Section 7 of this Document.

3. **OVERVIEW OF LOCAL COMPETITION DOCUMENTS**

3.1 **Local Competition Process and Timetable**

This document sets out the procedure that must be adopted by any Framework User wishing to use the Contractors' Framework for a Local Competition. In summary, the Local Competition is expected to run as follows:-

Stage	Task / Timescale	Document(s) Required	Purpose of Document(s)	Location of Document
1. Feasibility Study	Enter into Memorandum of Understanding (MOU) with PfS before the completion of the FS.	MOU	Governs the terms under which the Contractors' Framework is managed and the information available to Framework Users	MOU will be provided to Framework Users by PfS and is available on the PfS website
	Enter into Confidentiality Agreement before submission of FS	Confidentiality Agreement	Provides for the Framework User to be bound by Confidentiality obligations in respect of pricing/rates and other information provided by the Panel Member and made available to the Framework User by PfS	Confidentiality Agreement will be provided to Framework Users by PfS and is available on the PfS website.
	Preparation of the FS is expected to take 12 weeks	Feasibility Study Template	FS to be approved by PfS. Approval of FS will confirm Local Competition process can commence	FS template is available on the PfS website
2. PITT - Initial Engagement and Shortlisting	This stage should take no more than two weeks	Invitation to all Panel Members to take part in Local Competition by way of completion of PITT PITT, PITT Evaluation Matrix and draft ITT	To enable an evaluation of initial responses to shortlist two Panel Members. See paragraph 6 of this document for more information	Template PITT and ITT available on the PfS website.
3. ITT and Evaluation	This stage should take between 8-10 weeks. This ITT period is generally split into a 6-8 week design	ITT to be sent to two short listed Panel Members. Documents required for ITT:-	To enable an evaluation of Scheme specific requirements in order to select the preferred Panel Member. See paragraph	Template ITT available on PfS website.

Stage	Task / Timescale	Document(s) Required	Purpose of Document(s)	Location of Document
	development competition and a 2 week ITT evaluation period.	<ul style="list-style-type: none"> • Volume 1 – Information and Instructions for Panel Members • Volume 2 – FS as approved by PfS. • Volume 3 – Design and Build Contract (and Future Schools Agreement if relevant) • Volume 4 – Surveys and Collateral Warranties • Volume 5 – Authorities Requirements • Volume 6 – Pricing Schedules • Volume 7 – Technical Questions • Volume 8 – Documents to support Planning Application 	7 of this Volume 4 for more information	
4. FBC/Contract Award	This stage should take 16 weeks	Final Business Case Template	FBC to be approved by PfS in order to release funding for the Scheme.	FBC template is available on the PfS website.

Stage	Task / Timescale	Document(s) Required	Purpose of Document(s)	Location of Document
		Design and Build Contract	Design and Build Contract to be entered into by Panel Member and Framework User in order to commence Scheme.	Design and Build Contract available on request from PfS
		Future Schools Agreement	Where the procurement involves more than one school a Future Schools Agreement will be signed. This provides the basis and the process for the development of the Future Schools.	Future Schools Agreement is available from PfS on request
		Development Agreement	To be signed between the Framework User (other than an Academy Company) and the Academy Company and provides the basis upon which the Academy Company participates in the process of design finalisation and has its interest recognised and governs the licence and leasing arrangements and design and construction of the Academy.	Development Agreement available on the PfS website.

4. **OVERVIEW OF THE LOCAL COMPETITION**

- 4.1 Prior to the Local Competition process commencing, the Framework User will need to have prepared a Feasibility Study (FS). This will need to be approved by PfS in order to permit the Framework User to engage with the Panel Members.
- 4.2 Each Local Competition will have the following stages:-
- Pre-Procurement Feasibility Study (FS)
 - Preliminary Invitation to Tender (PITT) - Initial Engagement and Short Listing;
 - ITT and Evaluation; and
 - Final Business Case (FBC) and Contract Award.
- 4.3 Each stage is described in sections 5 to 10 below, with the programme shown at Appendix A.

5. **PRE PROCUREMENT – FEASIBILITY STUDY (12 WEEKS)**

- 5.1 The Framework User will prepare a FS which will be approved by PfS in order to permit the Framework User to issue a PITT to the Panel Members. The requirements for FS are set out in the FS template. The FS should demonstrate that all appropriate issues have been addressed and that the project is ready to move to procurement. The FS sets out the options that have been considered for the Scheme and also recommends a preferred option for the Scheme which has been scoped and costed within the agreed funding envelope. The FS will also need to document the agreed procurement strategy particularly for any Future Schools Scheme. Preparation of the FS is expected to take 12 weeks. In demonstrating a project is ready for procurement the FS needs to contain the following as a minimum:-
- A clear brief for Panel Members to respond to – including an accommodation schedule and adjacency diagrams.
 - surveys as referred to in the Feasibility Study template document with appropriate collateral warranties upon which the successful Panel Member can rely having been agreed with appropriate consultant;
 - confirmation that the parties understand the requirements of Clause 4 and Schedule 15 of the Design & Build Contract regarding matters of land title and will provide all such information as required under the terms of the Contract. the affordability position clearly stated a clear strategy for ICT procurement and management of relationship of the independent procurements of ICT and the Scheme;
 - a costed control option; and
 - a letter of support from the relevant local planning authority in lieu of outline planning permission.
 - an agreed approvals process to enable quick decision making
- 5.2 Project support funding is available from PfS (up to £150,000 for a single Scheme and no more than £300,000 for a programme with Future Schools Schemes) for Framework Users to cover project management and technical support costs. The support funding covers project related costs such as costs of a technical adviser, surveys, achieving the outline design required for FS stage and ongoing project management costs, including construction management. The funding is drawn (top-sliced) from the funding envelope

agreed by PfS and further advice is available from the PfS Project Director appointed to the scheme.

- 5.3 The Framework User should consider employing a Project Manager/ Technical Adviser to undertake the day to day running of the Scheme and to develop the Scheme through to FS stage. For Framework Users that are Local Authorities, such appointment can be via either the PfS Programme Management and Technical Adviser Frameworks¹, through the Framework User's own framework (if a suitable framework is in place) or via an OJEU (or other acceptable public sector procurement process) competitive process. Alternatively, the Framework User can use its own internal resources to undertake the role of Project Manager/Technical Adviser if they are sufficiently qualified and experienced.
- 5.4 The control option prepared by the Framework User (as part of the development of the FS) will be included in the FS and be available for Panel Members to review as part of the Local Competition. The Framework User will not novate the control option or provide collateral warranties for this control option. As stated above, the purpose of the control option is to fix the funding and assist in the briefing process. The control option done by or on behalf of the Framework User is expected to be up to the design equivalent of RIBA Stage A/B only. The Framework User should ensure there is no conflict of interest once the Local Competition process commences, ie an architect or other consultant or supplier providing initial design work or other services in relation to the FS for that Scheme on behalf of the Framework User should not be put forward by a Panel Member as part of their supply chain in response to the Local Competition invitation for that Scheme. Framework Users are advised that Panel Members who contravene this requirement will be in breach of their Framework Agreement(s).
- 5.5 The Framework User will also be expected to set out their procurement strategy for the provision of ICT hardware in the FS and this will need to be agreed with PfS. The procurement route will normally be the ICT Services Framework - the position on ICT procurement must be made clear in the FS, particularly in respect of how it is intended that the "out of wall" ICT will be procured and how any design and construction interfaces will be managed. This will require liaison with the Sponsor or Academy Company. In all cases the Framework User will need to ensure that ICT needs are properly captured in the ICT Cost Principles & Profile and in the ICT Requirements Document. and that this information is provided to the Panel Members at ITT stage so that the interface is properly managed.
- 5.6 The Framework User will be required to undertake market testing with the Panel Members to demonstrate there is sufficient interest in the Scheme. This should take the form of a "Bidders Open Day". An indication of market interest will need to be recorded in the FS.
- 5.7 The Framework User will prepare its Invitation to Tender (ITT) in accordance with the template on the PfS website. The ITT must be drafted in parallel with the FS as it will be issued in draft with the PITT to all Panel Members. The ITT documents will consist of the following:-
 - instructions on how to bid;
 - confirmation of which Design and Build Contract(s) option (either Target Cost or Lump Sum) will be used for the Scheme;

¹ Further information on PfS Technical Adviser Frameworks is available from the relevant PfS Project Director.

- a scheme brief and the Authority's Requirements for the Scheme;
- details of the ICT procurement strategy;
- all surveys undertaken to date by the Framework User, with supporting collateral warranties;
- the FS (including full details of the procurement strategy for Future Schools Schemes);
- pricing schedules;
- documents to support a planning application; and
- any reference design work related to the control option / options appraisal.
- where the ITT relates to a Future School Scheme questions which relate to the procurement methodology and other information required to demonstrate how the Panel Member would procure that Future School Scheme but no design or confirmation of design team is required.

6. **PITT STAGE - INITIAL ENGAGEMENT AND SHORT-LISTING (2 WEEKS)**

- 6.1 Once the FS for a Scheme has been approved and the Scheme has been given approval to proceed by PfS, the Framework User will write to all of the Panel Members in the appropriate Sector (to invite them to take part in the Local Competition. It is permissible to write to Panel Members via e-mail. The Framework User should issue a Preliminary Invitation to Tender ("PITT") document with the invitation to take part in the Local Competition, including a draft ITT that has been worked up in parallel with the FS. **The PITT must be approved by PfS prior to issue by the Framework User.**
- 6.2 Panel Members will be required to express an interest in the Scheme by submitting responses to the PITT. Panel Members must either; fully respond to the PITT or decline and provide detailed written reasons for declining on or before the relevant closing date for the PITT responses. The purpose of the PITT will be to select a short list of two Panel Members. A period of one week should be given for completion of the PITT by Panel Members. Evaluation of responses by the Framework User should take one week to complete and if it is decided to undertake clarification interviews they should be conducted in accordance with paragraph 6.5 below.
- 6.3 The PITT will be designed to establish key local issues, such as:-
- confirmation of its supply chain members and their availability and capacity to deliver at the current time for the sample scheme;
 - how each Panel Member intends to approach the Scheme and develop the designs;
 - the Panel Members' understanding of the key local issues to be addressed; and
 - the Panel Members' ability to deal with local interface issues, for example working with an existing ICT partner or integrating with an existing ICT procurement and interface with FM providers such as catering providers.
 - Outline proposals for taking forward future schemes (the details of the supply chain are not required at this stage)

The PITT questions are intended to cover most issues that Framework Users would require at this stage in the process, although making minor amendments to reflect local or project specific issues may be accepted. Where a PITT relates to a Future School Scheme the questions should relate to the procurement methodology and other information required to demonstrate how the Panel Member would deliver the Future School Scheme. No designs are required in the PITT.

- 6.4 The PITT template includes details of the evaluation criteria and weightings that have already been notified to Framework Users in accordance with the Regulations. The Framework User has the flexibility to determine the weightings within the parameters provided in the evaluation criteria, including specific weightings, sub-criteria and sub-criteria weightings. The Framework User must disclose any specific weightings, sub-criteria and sub-criteria weightings it proposes to utilise in the evaluation of the PITT.
- 6.5 The Framework user may choose to interview panel members that have responded to the PITT. Where a Framework User chooses to do this they will only be required to interview a maximum of 6 (six) Panel Members. The selection for interview will be on the basis of being ranked in order after the evaluation of responses to this PITT. The interview will not be scored separately but will be used to moderate the evaluation of the written responses to this PITT. Dates of potential interviews should be advised in the PITT and Panel Members given 3 days notice prior to attending interview. . At the end of this stage the Framework User will select a short list of two Bidders and will release the final ITT documents to those Bidders.
- 6.6 The Framework User will inform those Panel Members who have not passed the PITT stage at the same time as they inform those Panel Members who have been short listed. The Framework User shall provide written feedback on the reasons why the Panel Member has been unsuccessful, including that Panel Member's evaluated scores and the lowest and highest scores from the competition. The Framework User shall also meet with the Panel Members to provide feedback. PfS must be consulted in any written communication and may attend any feedback sessions with Panel Members. A copy of the full evaluation matrix with completed scores shall be provided to PfS.
- 6.7 The PITT stage will take no more than two weeks. However, if the Framework User intends to interview then the overall procurement must be completed within the 26-28 week timeframe. Discussions should take place with the nominated PfS Project Director to determine how this can be achieved.

7. ITT STAGE - INVITATION TO TENDER AND EVALUATION (8-10 WEEKS)

- 7.1 The two short listed Panel Members must then be given between 6 and 8 weeks to develop their bids, depending on the complexity of the Scheme. Should Panel Members decline to respond to an ITT, they must provide detailed written reasons for the same. During this time they will be given regular access to the Design User Groups and key Framework User representatives. The short listed Panel Members should be encouraged to proactively seek and respond to the briefing information whilst also managing aspirations in line with the funding envelope and the Authority's Requirements. The Scheme(s) will be developed in line with available funds and within the Panel Member's agreed Pricing Schedule incorporated in the Contractors' Framework Agreement. The relevant Pricing Schedules will be available to Framework Users when they have short listed two Panel Members. All Framework Users must have signed the MoU with PfS governing release of such information. A confidentiality agreement will also need to be signed by the Framework User.

- 7.2 The level of design at ITT stage for the sample Scheme will be detailed in the ITT. There will be only one sample Scheme. The Selected Panel Member may commence the design of non-sample Scheme(s) following appointment and prior to award of a Design and Build Contract. This will be at their own risk. Schemes can to be designed pursuant to an award of a Future Schools Agreement.
- 7.3 The Framework User's procurement strategy and timeline will need to be agreed with PfS as part of the FS approval process, and Framework Users should make the strategy and timeline clear to all of the Panel Members when they are invited to take part in the Local Competition.
- 7.4 The Framework User will have agreed with PfS as part of the FS approval process the funding available for a particular Scheme on a Scheme by Scheme basis. In developing their bids, the shortlisted Panel Member will be required to ensure that the Contract Sum (if a Lump Sum Design and Build Contract is used) or the Guaranteed Maximum Cost (GMC) (where the Target Cost Design and Build Contract is used) for that Scheme is no greater than the funding envelope advised and any funding contributed by the Framework User, subject to relevant VAT rules / legislation. The selected option of Design and Build Contract to be used must be made clear to all the Panel Members when they are invited to take part in the Local Competition
- 7.5 The template ITT should have been attached in draft form to the PITT in order that Panel Members had the information necessary to respond to the PITT questions. The template ITT will comprise the following:-
- | | |
|----------|---|
| Volume 1 | Information and Instructions to Bidders |
| Volume 2 | Agreed Feasibility Study |
| Volume 3 | The appropriate Design and Build Contract(s) and Future Schools Agreement (if relevant) |
| Volume 4 | Surveys undertaken by the Framework User and all supporting collateral warranties |
| Volume 5 | Authorities Requirements |
| Volume 6 | Pricing Schedules |
| Volume 7 | Technical Requirements |
| Volume 8 | Documents to support a Planning Application |
- 7.6 The information requested in the ITT should be based on the template ITT. This template also includes details of the evaluation criteria that have already been notified to Framework Users in accordance with the original procurement process to select Panel Members. **Volumes 1 and 7 of the ITT must be approved by PfS prior to issue by the Framework User.** The information requested in the template ITT will include:-
- the design approach;
 - materials specifications;

- fittings, furniture and equipment details;
- programmes, method statements and decant/phasing plans;
- cost proformas and whole life cost analysis; and
- design information as set out in Volume 7 of the ITT:-

Where the ITT relates to a Future School Scheme, procurement methodology and other information is required to demonstrate how the Panel Member would deliver that Future School Scheme, but no design is required.

- 7.7 Shortlisted Panel Members will have 6-8 weeks to respond to the ITT.
- 7.8 The Framework User will need to allow two weeks to evaluate the ITT and appoint a Selected Panel Member.
- 7.9 Framework Users are encouraged to insert appropriate questions that will test the Panel Members' understanding of local and project specific matters. Framework Users should note that generic questions (detailed in Appendix C) were asked of the Panel Members by PfS as part of the process used to establish the Contractors' Framework. Framework Users should take care not to repeat such generic questions but are advised to use appropriate adaptations to ensure relevance to local and project specific matters. Panel Members should also be reminded that their responses must be project specific and have due regard for local matters.

8. **EVALUATION OF PITT AND ITT**

- 8.1 Under the Regulations PfS was required to indicate the evaluation criteria and weightings to be used for the PITT and ITT stages of the Local Competition. The relevant criteria and weightings are set out in the template PITT and ITT documents, with suggested weightings included.
- 8.2 The Framework User may choose a specific weighting from within the weighting range for each evaluation criteria indicated in the documentation. Any changes should be agreed in advance with PfS as part of the FS approval process.
- 8.3 The Framework User may also use scoring thresholds for the available score under the evaluation criteria. Such details must be set out in the PITT and ITT so that Panel Members are fully aware of any scoring threshold against the relevant criteria. Such a scoring threshold could be, at the Framework User's discretion, set at 50% so that any Bidder failing to achieve a score of 50% or more of the available score against the relevant criteria will be excluded. As explained above, this process needs to be made clear to Panel Members when they are invited to take part in the Local Competition in order to ensure full transparency. .

9. **APPOINTMENT OF SELECTED PANEL MEMBER**

- 9.1 Following the completion of the evaluation of the ITT submissions, the Framework User shall inform the shortlisted Bidders of the outcome of the evaluation process and shall confirm which Bidder shall be appointed the selected Panel Member ("the Selected Panel Member") on the basis of the evaluation process, using the standard form of appointment letter. The Framework User shall provide written feedback on the reasons why the Panel Member has been unsuccessful, including the Panel Member's evaluated scores. The Framework User shall also meet with the Panel Members to provide

feedback. PfS must be consulted in any written communication and may attend any feedback sessions with Panel Members.

- 9.2 The Framework User is required to offer detailed feedback to the unsuccessful Panel Member on the evaluation of his unsuccessful ITT submission. This will include a face to face meeting.
- 9.3 Upon appointment of a Selected Panel Member to a Scheme by the Framework User, the Selected Panel Member will work with the Framework User and client team to further develop designs and submit a full planning application prior to contract award.

10. **FINAL BUSINESS CASE AND CONTRACT AWARD (16 WEEKS)**

- 10.1 It is important to note that there will be no contractual commitment from the Framework User until the Design and Build Contract is awarded, so Selected Panel Members will be expected to carry all development costs at risk until contract award. Framework Users should note that all Panel Members entered into the Contractors' Framework Agreement on this basis.
- 10.2 Between appointment as Selected Panel Member and contract award, the Selected Panel Member will be expected to:-
 - Finalise the designs, construction programme and obtain all statutory consents in preparation for the construction phase including full planning permission;
 - Engage with the client team, both to gain any final briefing information and to appraise design status;
 - carry out any designs of other Schemes as agreed in the procurement strategy before contract award;
 - Prepare and agree room data sheets with relevant stakeholders and the Framework User; and
 - Submit contractor's proposals, contract sum analysis and cash flow information to the Framework User prior to the anticipated date of contract award.
- 10.3 During this period, the Framework User will be required to prepare a Final Business Case (FBC), which will be reviewed and approved by PfS.. The FBC will either confirm that there has been no material change to the Scheme objectives since the FS or that any changes have the appropriate and evidenced approvals. The Scheme needs to demonstrate it is affordable, is supported by stakeholders and that the procurement process has been robust. On approval, for Schemes funded via PfS, funds will be released for the Scheme, and the Scheme will be able to reach contract award. For Schemes funded from other providers PfS will issue an approval letter.
- 10.4 The template FBC can be found on the PfS website.
- 10.5 A Framework User may include within a PITT or ITT a Scheme on behalf of another Framework User ("Second Framework User"). Such a scheme may be delivered under a Future Schools Agreement. In all cases, the Second Framework User will enter into the Design and Build Contract with the selected Panel Member. Where a Framework User is including such a Scheme full details of the Scheme and the Second Framework User must be included within the PITT or ITT.

11. DESIGN AND BUILD CONTRACTS

- 11.1 The choice of contract to be used, which should be indicated to Panel Members when invited to take part in a Local Competition, will vary according to the nature of the Scheme. Information on the appropriate contract to use and issues to consider is set out in Appendix B.
- 11.2 Framework Users should note that as part of setting up the Contractors' Framework Panel, the Panel Members have provided unqualified statements of acceptance of the Design and Build Contract terms. As a consequence, neither the Framework User nor Panel Member is permitted to make changes to any Design and Build Contract other than where indicated in the Design and Build Contracts themselves (including their schedules and appendices).
- 11.3 PfS approval of the Design and Build Contract(s) to be entered into will be required with the Framework User providing a table of any relevant derogations in PfS prescribed format at least 3 weeks prior to anticipated contract award.

12. INTERFACE WITH OTHER CONTRACTS

- 12.1 ICT hardware will be procured separately by the Framework User or directly by the Academy Trust. Where the Scheme is an Academy, the Sponsor/Academy Trust directly procures its ICT provider/supplier. Where the Scheme is a Local Authority maintained school, the Local Authority will procure its ICT separately. Where the Scheme is a VA School, the VA School Governing Body will procure its ICT separately. In all cases, the Selected Panel Member will be required to work closely with the preferred ICT Service Provider to ensure that the design of the building and ICT hardware and infrastructure are closely integrated and that the ICT Infrastructure requirements are properly addressed.
- 12.2 There may also need to be an interface with key Facilities Management Providers, for example catering. The interface will be managed by the Framework User, and the Selected Panel Member will need to work closely with the Facilities Management Provider.
- 12.3 The Framework User must ensure that any commissioning under the Design and Build Contract that interfaces with ICT provision is fully detailed in the Authority's Requirements.

13. FURTHER ASSISTANCE

Framework Users using the Contractors' Framework can get advice and assistance from their PfS Project Director.

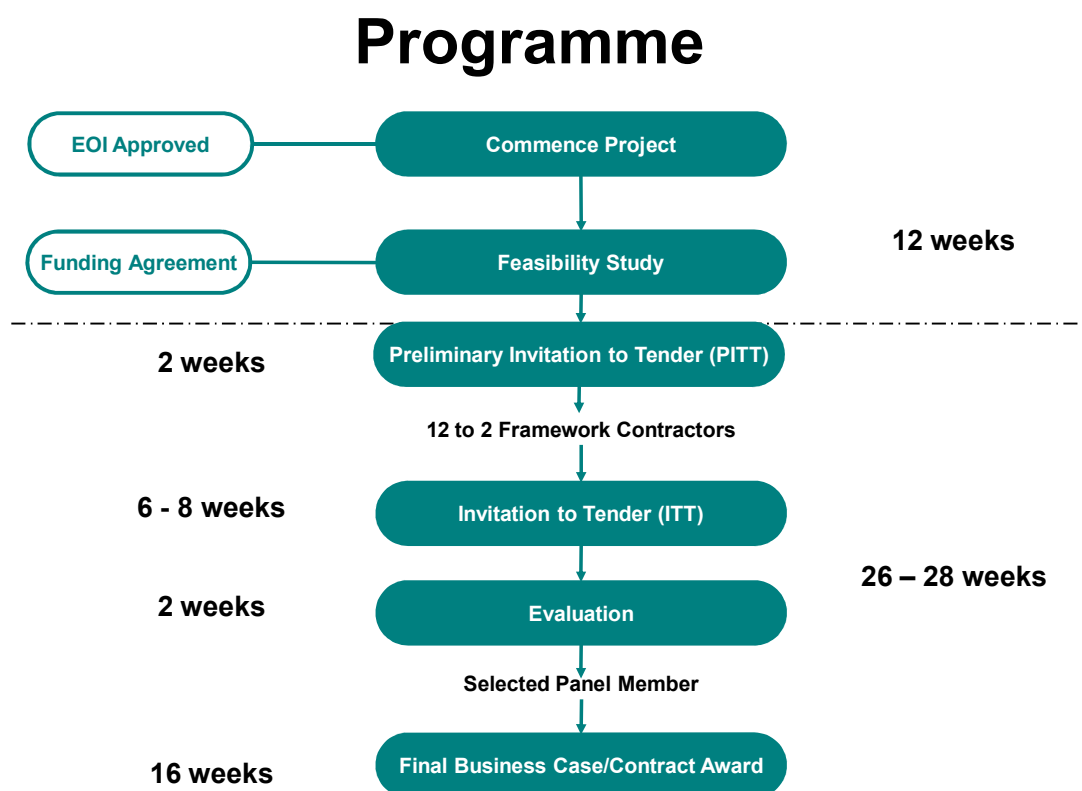
14. ACADEMIES' DEVELOPMENT AGREEMENT

- 14.1 Framework Users (other than an Academy Company) should note that an Academies' Development Agreement has been prepared to regulate the relationship between the Framework User and the Academy Company. The Academies' Development Agreement (to be entered into between the Framework User (other than an Academy Company)) will be executed simultaneously with the Design and Build Contract. It provides the basis upon which the Academy Company participates in the process of design finalisation, is consulted by the Framework User in relation to construction and commissioning matters and more generally has its interest recognised in terms that the Authority will in turn take into account within its relationship with the Panel Member.

- 14.2 The Academies' Development Agreement also envisages the novation of the Design and Build Contract to the Academy at a date immediately following completion of the Defects Liability Period (defined in the Design and Build Contract). The purpose of novation is that the Academy then has a direct relationship with the Panel Member for the purpose of enforcing the Design and Build Contract generally and specifically in relation to Intellectual Property Rights and Latent Defects. This approach also allows the Framework User to drop out of the contractual chain.
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APPENDIX A

Programme for Delivering the Local Competition



APPENDIX B

Design and Build Contracts and the Future Schools Agreement – Summary of Key Points for a Framework User

NB The two Design and Build Contracts to be used under the Contractors' Framework Agreement are based on the standard form BSF Design and Build Contracts (February 2008) issued by PfS. It is likely that a large proportion of the issues set out below will need to be addressed by the Authority on either Design and Build Contract used by a Framework User depending on the specific requirements of a Scheme.

The terms of the two Design and Build Contracts are fixed. Amendments to any of the terms are not permitted (other than those allowable through the footnote or the operation of square brackets or as otherwise noted in the contracts) and will not be agreed by PfS. The footnotes and parentheses of the standard document (together with this Summary) will guide a Framework User as to the options it has and decisions it needs to take to produce an agreed form.

1. GENERAL COMMENTS AND BACKGROUND

The Design and Build Contracts ("Design and Build Contracts") are to be used where the Framework User stated as the "Authority" in the contracts is using capital funding to procure either substantial new building works or substantial refurbishments pursuant to the Contractors' Framework. The parties to the Design and Build Contract will be the Authority and the Panel Member who has been selected following the Local Competition procedure under the Contractors' Framework Agreement, identified in the contract at the "Contractor". A separate Design and Build Contract must be used for each Scheme.

The two standard forms of Design and Build Contract, which will be used depending on the type of works to be undertaken, are as follows:-

1.1 Lump Sum Option

A fixed-price contract, where the price of the original contract work remains fixed, to be used for Schemes which are predominantly or exclusively of a new build nature but may also be used for Schemes that are predominantly or exclusively refurbishment if the Authority prefers. It is important to note that the price may still be subject to modification on account of ordered variations, claims and other matters.

1.2 Target Cost Option

A cost reimbursable contract which is to be used for Schemes which are predominantly or exclusively refurbishments. This form of contract is sometimes called *gainshare – painshare*, with the theory being that there are advantages for both the Authority and the Contractor. The idea is to offer an incentive to the Contractor such that the Contractor keeps a proportion of any savings on the final cost compared with the agreed target. The target cost sharing mechanism is set at 50/50 in this contract. Perhaps more significantly, the Contractor is required to absorb half of any overruns up to the guaranteed maximum cost threshold and all of the overrun from that threshold onwards.

1.3 Only one school Scheme can be procured under any Design and Build Contract. Where, exceptionally, more than one Sample School is designed and priced under the Local Competition, a separate Design and Build Contract must be entered into for each school Scheme. The Authority will enter into a Future Schools Agreement with the Contractor for the procurement of non-sample Schools (provided the Authority has included that

such non-sample future schools are to be procured under the Future Schools Agreement as part of the Local Competition Procedure for the Sample School(s)). The Future Schools Agreement must be signed at the same time as the Design and Build Contract for the sample Scheme is signed. Key Points on the Future Schools Agreement are set out at section 4 of this Appendix.

- 1.4 Save where expressly stated otherwise, this paper deals with the contractual provisions in both Design and Build Contract Options.
- 1.5 The key commercial principles relating to the Design and Build Contracts are summarised at Section 2 below.

Some direction is then given in relation to completing the forms of Design and Build Contracts and populating the Schedules at section 3 below.

2. KEY COMMERCIAL PRINCIPLES (CLAUSE 5)

2.1 Design, Construction, Commissioning and Completion of the Works

The Contractor must carry out or procure the carrying out of the design, construction, completion, commissioning and testing of the Works so that the School is completed on or before its Date for Completion in full compliance with the Authority's Requirements and the Contractor's Proposals, good industry practice, all necessary consents and applicable legislation. There are further obligations regarding the Works, including the use of materials of satisfactory quality, the use of appropriately qualified staff and the maintenance of a safe and secure site.

2.2 Site Conditions, Latent Defects and Asbestos (Clauses 7 and 8)

The Contractor shall take responsibility for site conditions and the access to and rights over the Site.

For refurbishment projects or projects where any part of an existing building is retained, a building survey and at least a Type II asbestos survey must have been carried out at the date of execution of the Design and Build Contract. The Contractor is then responsible for any defects and asbestos to the extent that such are identified in or ought reasonably to have been identified in such surveys or in such other surveys as it would have been reasonable to have expected the Contractor to have carried out. The Authority is responsible for all other defects or asbestos. In the context of refurbishment projects, the insurance arrangements will need to be reviewed and the Contractor should be noted on the relevant school policy.

All surveys which are procured prior to the entering into of the Design and Build Contract are appended within the relevant Schedules 23-25.

2.3 Certification of Completion of the Works (Clause 22)

Certification of the completion of the Works (or relevant part thereof) will usually be undertaken by the Authority's Representative. The Authority's Representative issues a Completion Certificate for the Works (or relevant part thereof) when he is satisfied that the Works (or relevant part) are practically complete. The Authority needs to give careful consideration to the selection of its Authority's Representative, whether in house or an external consultant. PfS strongly recommend that the Authority engages an external consultant with the requisite experience and professional indemnity insurance cover to

carry out the role of the Authority Representative. PfS has an existing Framework of Technical Advisers which the Authority can use.

2.4 **Late Completion of the Works (Clause 24)**

There are two alternative clauses relating to late completion of the Works; liquidated damages or provision of temporary accommodation by the Contractor. The individual circumstances of each project and the Authority's requirements will determine which option is appropriate.

2.5 **Payment (Clause 16)**

The method and type of payment will depend upon whether the Lump Sum Option (new build) or the Target Cost Option (refurbishment) is used. The payment profile for the Lump Sum contract is against construction milestones. Milestone payments are made as the works progress, ie completion of foundations, completion of concrete slab etc. A detailed Milestone Schedule must be prepared and incorporated into Schedule 9. For the Target Cost version, payments are made monthly against Actual Cost (as defined in the contract) incurred. In both options, a fixed figure for the Contractor's Margin (profit, overheads, administration and the like) is agreed at the outset. The Contractor's Margin is payable against an agreed profile to be set out in Schedule 9 (Payment Provisions). In both cases, a retention is withheld from payments due to the Contractor (milestone or monthly), with one half of the retention being released upon issue of the Completion Certificate and the balance upon issue of the Certificate of Completion of Making Good Defects or the Final Statement (whichever is later). The retention percentage is 3%.

2.6 **Relief Events and Compensation Events (Clause 17)**

The Contractor will be entitled to an extension of time and, if this option is selected, relief from its obligations (only) in the event of the occurrence of any Relief Event. The Contractor will be entitled to seek an extension of time, relief from obligations and/or compensation on the occurrence of a Compensation Event. Relief Events and Compensation Events are defined narrowly within the contract but depending on project specific issues the definition of Compensation Events may be expanded to cover matters such as the discovery of endangered species or Judicial Review.

2.7 **Variations (Clause 15)**

Upon request by the Authority, the Contractor is required to provide an Estimate in relation to the proposed Variation. The Estimate must provide the Contractor's opinion upon a number of issues including the impact on any Start on Site Date and/or any Date for Completion, and any Estimated Change in Project Costs. Following further discussion between the parties, the Authority will decide whether to proceed with the Variation.

2.8 **Insurance (Clause 25)**

The Contractor is required to take out and maintain the Required Insurances and also to take out and maintain, and procure that its sub-contractors and design consultants take out and maintain, professional indemnity insurance. Authorities must carefully review their own insurance arrangements, particularly in the context of refurbishment schemes or shared sites.

2.9 **Termination (Clause 31)**

The Design and Build Contract provides for termination in the following circumstances:-

- Voluntary termination by the Authority;
- Termination on Authority Default;
- Termination on Contractor Default (including corrupt gifts and fraud);
- Force Majeure.

The payment due to the Contractor upon termination will depend upon the reason for termination. In the event of Contractor Default, the Contractor indemnifies the Authority against all additional costs incurred by the Authority (above those it would have paid to the Contractor had the Contractor completed the Works) in completing the Works. In the event of Authority Default, voluntary termination or Force Majeure the Contractor shall be entitled to be paid for the Works undertaken and materials ordered at the date of termination together with cost of removal of materials and plant from the Sites and Direct Losses caused to the Contractor by the termination.

2.10 **Collateral Warranties/Parent Company Guarantee (Clause 27)**

The Contractor shall procure the provision of collateral warranties in favour of the Authority from all Principal Building Sub-Contractors (as defined) and the Professional Team appointed by the Contractor. The Contractor must also provide a parent company guarantee in favour of the Authority from its parent whose identity is fixed under the Contractors' Framework Agreement. The Contractor may be required to procure a performance bond (equating to 10% of the Contract Sum) in favour of the Authority, upon execution of the Design and Build Contract though this will be determined by the Authority taking into account the cost of procuring the performance bond and the value for money this may/may not offer. The Authority should note that it will be responsible for and shall bear the cost of providing the bond and will not be permitted to rely on the capital funding envelope for the Scheme for meet the cost of the bond.

2.11 **Dispute Resolution Procedure**

The Design and Build Contract is a "construction contract" as defined by the Housing Grants Construction and Regeneration Act 1996 and therefore either party has the right to refer any dispute to adjudication, in which circumstances the Scheme for Construction Contracts shall apply. The decision of an adjudicator shall be binding on the parties pending final resolution of the dispute by the English courts.

2.12 **Novation**

Where the Authority is procuring an Academy or a Voluntary Aided School, there is a requirement under the terms of the relevant Development Agreement to novate the Design and Build Contract to the Academy Trust or VA School Governing Body. Novation only takes place when all financial claims have been settled by the Authority with the Contractor and the Certificate of Completion of Making Good Defects has been issued. The form of novation is attached at Schedule 21. In these circumstances, the Selected Panel Member is required to enter into a collateral warranty with the Framework User at the point of novation to protect the Framework User in the event of any forfeiture of the long lease to the Academy Trust or where the Framework User retains part of the site upon which the Scheme has been constructed.

2.13 **Completing the Design and Build Contract**

It is vital that an Authority fully and accurately compiles and completes all Schedules to a Design and Build Contract and reviews all alternative options, footnotes and text in square brackets before entering into a Design and Build Contract. Legal advice should be sought as appropriate.

3. **COMPLETING THE CONTRACTS AND SCHEDULES**

Each of the Design and Build Contracts are drafted in such a way that the Authority is required to populate the Schedules, where appropriate, and insert detail into clauses as indicated by the footnotes. The footnotes show information to the Authority on key issues that need to be considered before completing any Design and Build Contract and all references to them should be deleted from the final form Design and Build Contract. No Design and Build Contract should be entered into with a Contractor, unless an Authority has completed the contract correctly and populated all of the Schedules.

These Notes relate to (and follow the clause numbering of) the Lump Sum Option. Information on issues that are particular to Target Cost are noted below where applicable:-

3.1 **Parties**

Ensure the correct name and registered office/principal place of business of the Authority and the Contractor are inserted here. Ensure that the Contractor's details are the same as the Contractor's details under the Contractors' Framework Agreement, eg that the Contractor has not entered into the Design and Build Contract using a subsidiary company.

3.2 **Recital B**

The Contractors' Framework Agreements with each of the Contractors are dated [] 2009.

3.3 **Recital D**

Insert here a geographical description of the proposed school.

3.4 **Definition "Abandons"**

Authority to consider whether these periods are acceptable.

3.5 **Definition "Academic Year"**

Authority to consider whether these are the most appropriate start and end dates for an academic year.

3.6 **Definition "Ancillary Rights"**

If the Authority has a particular requirement for a third party to commission a new school (such as in relation to ICT provision or arrangements with an FM Contractor), these need to be spelt out in the Authority's Requirements.

3.7 **Definition "Asbestos Survey"**

For refurbishment projects and if appropriate, projects that include demolition activities, the Authority needs to commission type II asbestos surveys and attach the same to the

Design and Build Contract at Schedule 23 . The Authority must ensure the surveyor enters into a collateral warranty with the Contractor, so that the Contractor can rely on the performance of the surveyor in carrying out the asbestos survey. The Authority should ensure that the surveyor's appointment provides for the procurement of third party warranties as may be required.

3.8 **Definition “Authority’s Default”**

Consider whether the 20 day period is acceptable.

3.9 **Definition “Authority Related Party”**

Item (iv) should be included if there is a VA School or Academy being procured under a Development Agreement which will require novation of the Design and Build Contract.

3.10 **Definition “Contractor’s Margin”**

The Framework Agreement will set out any Contractor’s Margin which needs to be inserted at Schedule 9, together with details of the Contractor’s Margin Payment Profile which may be on a monthly or stage payment basis. Note that the payment of the Contractor’s Margin is subject to the retention provisions, as detailed in clause 16. (Payment will vary depending on whether the Lump Sum or Target Cost Option is used).

3.11 **Definition “Decant Protocol”**

Schedule 17 is available for the Authority to set out its decant protocol. There is an example protocol in Schedule 17 but the Authority should draft this on a school specific basis.

3.12 **Definition “Disclosed Data”**

The Authority to ascertain whether or not a data room is being used and amend as appropriate. Where an electronic data room is used, details should be entered in the appropriate square brackets.

3.13 **Definition “FM Contractor(s)”**

The Design and Build Contracts recognise that the FM Contractor is likely to be appointed either by the Authority or the Academy Trust (where an Academy is being procured) or the Governing Body of a VA School (where a VA School is being procured) It is likely that the FM Contractor will require rights of access under clause 3.9 so details should be incorporated into the Construction Programme.

3.14 **Definition “Long Stop Date”**

The Authority should give consideration to the Long Stop Date but the period should be at least half the length of the anticipated construction period (calculated to the nearest month).

3.15 **Definition “Principal Building Sub-Contractor”**

This list should contain all those sub-contract packages in respect of which collated warranties will be required. The footnote contains an indicative list but careful consideration should be given to the packages.

3.16 **Definition “Professional Team”**

The Authority needs to insert any other Consultants which may be involved and employed by the Contractor, such as fire engineers, landscape architects etc.

3.17 **Definition “Term”**

PfS have assumed a three term year. Any differences must be made clear to the Contractor and included in the drafting.

3.18 **Clause 2.2 - Criminal Records Bureau**

This provision can be deleted if no part of the Works qualifies as Sensitive Works.

3.19 **Clause 3.1 – Authority’s Representative**

The Authority’s Representative should be a technically qualified person with construction background knowledge in contract administration and consideration should be given by the Authority to engage third party consultants to carry out this role.

3.20 **Clause 3.6 – Representative of the Contractor**

The key contact from the Contractor should be named here.

3.21 **Clause 3.9 – Rights of FM Contractors and ICT Service Providers**

This provision can be deleted if no rights of access are required by the Authority for those third party contractors.

3.22 **Clause 4.1 – Authority Obligations**

The Authority warrants title as set out in Schedule 15. The Authority warrants title to the Contractor and any omissions or inaccuracies will be a Compensation Event in favour of the Contractor. If the Authority is constructing a school on behalf of a VA school, then an appropriate indemnity in relation to title needs to be sought from the VA school.

3.23 **Clause 4.4 – Contractor’s Due Diligence**

If a Contractor is to be given responsibility for the risk items set out in clause 4.4, adequate access for surveys must be made available. The value of environmental warranties and indemnities should be reviewed on a project specific basis.

3.24 **Clause 5.1 – Contractor’s Obligation to Carry Out the Works**

The Authority should ensure that detailed testing and commissioning programmes are incorporated within the Authority’s Requirements and met by the Contractor’s Proposals.

3.25 **Clause 5.6 – Consents and Planning Approval**

It is entirely feasible that the Authority may be obliged to obtain consents or satisfy certain conditions within an existing planning permission that the Contractor cannot satisfy (e.g. because only the Authority as landowner can procure certain consents) and separate schedules should be prepared detailing those items.

3.26 Clause 5.7 – Fire Folder

Only relevant to the extent that the Fire Precaution Workplace Regulations 1997 (as amended in 1999) are applicable to the works once completed.

3.27 Clause 7 – The Sites

The provisions of clause 7 need addressing to properly allocate risks. The Authority should bear any additional costs arising out of unforeseen conditions in areas where the Contractor cannot investigate and which cannot reasonably be identified by the Contractor, these areas need to be clearly identified in the agreement including by plan to clearly show the extent to which the Authority takes the risk for such unforeseen conditions.

3.28 Clause 8.2 – Asbestos Liability

This clause will only be appropriate where buildings are being demolished or refurbished.

3.29 Clause 10.3 – Minimising Disruption

Wording in square brackets to be used on phased schools.

3.30 Clause 10.6 – Decanting

This clause is only relevant if the Contractor is carrying out the decant and if that is the case, a specifically drafted protocol should be incorporated at Schedule 17.

3.31 Clause 10.7 – Induction

This clause to be incorporated to the extent that the Contractor will provide induction seminars/workshops for teachers, staff and students.

3.32 Clause 15.1 – Variations

There are limits on the ability for the Authority to request a change. The Authority is to consider which of the exclusions are appropriate.

3.33 Clause 15.6 – Disputes

Authorities should give consideration to the risk management of potential disputes and how such disputes are defined.

3.34 Clause 16 – Certification of Milestones

Clause 16.2.3 of the Design and Build Contract – Lump Sum Option provides an option that the Authority's Representative cannot certify a milestone is complete unless and until all preceding milestones have been completed. This may not be the case where works are proceeding in unconnected areas at a different rate.

3.35 Clause 16.14 – Final Statement

The Contractor must provide PfS standard costs proformas, as identified on the Partnerships for Schools website.

3.36 **Clause 21 – Provision of Planned Maintenance Programme**

Authority to consider whether relevant in relation to refurbishment of part of a school.

3.37 **Clause 22.2 – Dates on which Completion Dates May Occur**

This provision allows for the Authority to insist on handover only on given term or half term dates but these provisions may not be relevant in every case.

3.38 **Clause 22.6 – Rectification of Snagging Items**

There is a contractual 20 business day requirement for rectifying snagging items but the Authority may agree to waive this in relation to long lead in items.

3.39 **Clause 24 – Alternative A/Alternative B – Liquidated Damages and Provision of Temporary Accommodation**

There are two alternative options here for the Authority to decide on. The Authority can decide to take liquidated damages for failure on the part of the Contractor to complete on time or alternatively, require the Contractor to make temporary accommodation available. The liquidated damages rate should be a genuine pre estimate of the likely loss to be suffered by the school in the event of a delay in completion. If alternative accommodation is required, then details of the relevant distance from the relevant existing school needs to be inserted at 24.4.2.

3.40 **Clause 25 – Insurance**

The whole of the insurance provisions in clause 25 need to be considered by reference to market availability at the relevant time. Project specific requirements must also be dealt with here, eg shared site.

3.41 **Clause 25.10 – Professional Indemnity Insurance**

Guide levels of PI cover have been set. For Schemes with a contract value of less than £10m, PI insurance in the sum of £5m will be required. Where the contract value exceeds £10m, PI insurance in the minimum sum of £10m will be required from the Contractor. The Authority must decide on appropriate levels of PI cover for the Professional Team and Principal Building Sub-Contractors.

3.42 **Clause 26.2 – Obligations re Reinstatement and Insurance**

Relevant amount to be inserted showing excess.

3.43 **Clause 27**

This clause sets out in detail who is required to give collateral warranties and when they must be entered into. There are obligations on the Contractor to enter into collateral warranties in favour of the Authority or a third party at the Authority's direction. The Authority would require warranties to, for example, VA Governing Bodies and to Academy Trusts. Warranties should be made available to these third parties, notwithstanding later novation of the Design and Build Contract. It should be noted that where collateral warranties are provided in favour of a party who will be the beneficiary of the novation of the Design and Build Contract, then such collateral warranties shall terminate once novation takes place.

The Authority will require a collateral warranty from the Contractor on novation of the Design and Build Contract to protect it in circumstances where the long lease to the VA Governing Body or Academy Trust is forfeited.

The Contractor is also required to procure collateral warranties from its Principle Building Sub-Contractors in favour of the Authority and third parties. This is likely to relate to major design elements, such as piling steelwork, cladding, lifts etc which should be listed in the definition.

The Contractor is required to procure collateral warranties from the Professional Team in favour of the Authority and third parties.

3.44 Clause 27 – Performance Bond

Authorities need to give consideration as to whether or not a bond is required. If so, a decision must be taken as to the bond sum (normally 10% of the contract sum) and the date of release of the bond (usually on the completion of the works). Authorities may also consider a reducing bond in the event that works are carried out using sectional completion. It is not intended that the bond be “on demand”, rather that it will follow the default bond model promulgated by the Association of British Insurers. A draft form of bond is contained at Schedule 14. The Authority should note that it will be responsible for and shall bear the cost charged by the Contractor of providing the bond and will not be permitted to rely on the capital funding envelope for the Scheme for meet the cost of the bond.

3.45 Clause 39.7.4 – Freedom of Information

The Authority needs to give consideration as to how long it requires a Contractor to retain information for disclosure.

3.46 Clause 42 – Notices

Full details of the Contractor and Authority’s name, address and fax numbers needs to be incorporated, as does that of the Contractor’s and Authority’s Representatives.

3.47 Clause 50 – Limitation on Liability

In order to reflect market conditions, each of the design build contracts contains an aggregate cap on liability which needs completing in clause 50.1. This should be expressed as a fixed sum, equating to 150% of the Contract Sum and the Contractor’s Margin, as detailed in Schedule 9. The Authority should note that there are certain exclusions to the cap detailed in clause 50.2.

3.48 Schedule 1 – The Authority’s Requirements

The Authority’s Requirements should be worked up with the Authority’s Representative, broadly in line with PfS standard output specification – see PfS website.

3.49 Schedule 2 – The Contractor’s Proposals

The Contractor’s Proposals should meet the Authority’s Requirements and have been thoroughly interrogated by the Authority’s Representative.

3.50 Schedule 3 – Details of School

In Part 1, the Authority should detail its Existing School premises which are the subject matter of the contract. Part 2 details New Schools to be constructed (as defined).

3.51 Schedule 4 – The Construction Programme

To be agreed with the Contractor and incorporated here.

3.52 Schedule 5 – The Site Plan(s)

Relevant plans for the school to be incorporated here showing the Works area with details of how the Site boundaries change during a phased construction process (if relevant).

3.53 Schedule 6 – Review Procedure

This is a procedure for design development during construction. Consideration needs to be given to the lists of reviewable design data under paragraph 7.

3.54 Schedule 7 – The Date or Dates for Completion

Parts 1 and 2 set out the dates for completion and start on site dates for the school and/or part of the Works.

3.55 Schedule 8 – Completion Requirements

This is the list of pre-conditions which must be achieved by the Contractor before completion can be certified. Note that all testing and commissioning certificates must be provided and all collateral warranties and guarantees be in place and that the Health and Safety file is completed and provided to the Authority as part of the list of pre-conditions. There is provision within the footnotes for dealing with completion of landscaping outside the planting season.

3.56 Schedule 9 – Payment Provisions

Here the Authority will detail the Contract Sum, the Contractor's Margin, the Milestones for Payment (milestone value and cumulative value) for the Lump Sum version of the contract, the Interest Rate and the Payment Profile for the payment of the Contractor's Margin. A detailed breakdown of the Milestones against which certification will take place must be included where the Lump Sum version of the Design and Build Contract is being used.

3.57 Schedule 10 – Minimum Information to be included in the Planned Maintenance Programme

Here the Authority will detail its minimum requirements for a planned maintenance programme which the Contractor is required to provide pursuant to clause 21. The Authority should liaise with its FM Contractor in preparing this Schedule (if FM Contractor is already appointed).

3.58 Schedule 11 – Prohibited Materials

Refer to Part 2 of the Authority's Requirements.

3.59 **Schedule 12 – Insurances**

The insurance schedule presupposes a separate policy being taken out by the Contractor for the project. Authorities may consider using the Contractor's group all risk insurance cover (rather than a project specific policy) on schemes with a contract value under £[10,]000,000. Consequential amendments to the schedule would then be required.

3.60 **Schedule 13 – Forms of Collateral Warranty**

There are separate forms of collateral warranty to cover the various warranties and beneficiaries detailed in clause 27.1. Where the Authority is procuring an Academy the Authority can call for a collateral warranty from the Contractor at the point of novation of the Design and Build Contract. Similarly where the Authority retains a proprietary interest in part of the Site of an Academy a warranty can be obtained on novation.

3.61 **Schedule 14 – Performance Bond**

See earlier notes on bonding.

3.62 **Schedule 15 – Warranted Title Matters**

This Schedule sets out the level and detail of title information that must be supplied by the Authority to the Contractor and against which the Authority gives a warranty. The information breaks down into four parts:-

Part 1 – Title warranties.

Part 2 – Disclosed title matters (official copy entries/epitome of title).

Part 3 – Replies to enquiries (based on standard pre contract enquiries).

Part 4 – Disclosed searches.

The Authority should appreciate that a high level of title information needs to be provided to the Contractor and the Authority needs to make this information available at the FS stage

3.63 **Schedule 16 – Equality Requirements**

These are general provisions which the parties are required to comply with

3.64 **Schedule 17 – Decant Protocol**

A draft template to be revised and agreed on a Scheme specific basis where the Authority wished the Contractor to carry out decant.

3.65 **Schedule 18 – Commercially Sensitive Information**

Here the Authority and the Contractor will list out commercially sensitive material and the period for which it should be held.

3.66 **Schedule 19 – Authority's Policies**

To be inserted by the Authority but must include the OCG Fair Payment Guide.

3.67 **Schedule 20 – Authority Planning Conditions**

It is often the case that a number of the conditions to the planning consent for the Scheme can only be obtained, carried out or implemented by the Authority, with support from the Contractor. This Schedule should list out those conditions by either marking up the planning consent itself or separately listing the Authority's conditions.

3.68 **Schedule 21 – Deed of Novation**

This allows for the Design and Build Contract to be novated to an Academy to sit with any land transfer or leasing arrangements under the Development Agreement. The Deed of Novation is not in substitution for collateral warranties, which should be made available to an Academy in any event.

3.69 **Schedule 22 – Parent Company Guarantee**

To be provided by the Contractor's Parent as stated in the Contractors' Framework Agreement between PfS and the Contractor. Advice should be sought from PfS as to the appropriate entity pre-qualified by PfS under the Contractors' Framework to provide the Parent Company Guarantee. There may be circumstances where Panel Members do not have a Parent and PfS will advise of this. In these circumstances, appropriate amendments need to be made to the Design and Build Contract as detailed in the footnotes.

3.70 **Schedule 23 – Asbestos Survey[s]**

Here the Authority will include copies of any asbestos surveys procured in relation to the Scheme.

3.71 **Schedule 24 – Building Survey[s]**

Here the Authority will append any building surveys procured in relation to the Scheme.

3.72 **Schedule 25 – Site Survey[s]**

Here the Authority will append any site surveys procured in relation to the Scheme which should include but not be limited to Ground Investigation Surveys.

4. **FUTURE SCHOOLS AGREEMENT – SUMMARY OF KEY POINTS**

4.1 **General Comments and Background**

Under the Local Competition procedure set out in the Contractors' Framework, the Authority may be procuring a series of school Schemes either with each school having its own separate and defined funding envelope or all schools within an overall funding envelope. The Local Competition is expected to provide for such Schemes to be procured using one Sample School (against which the Contractor will price and provide design with the Local Competition) with the further Schemes delivered as non-sample schemes. The Sample School will be delivered under a separate Design and Build Contract entered into pursuant to the Contractors' Framework Agreement.

Non-sample schools will be delivered using the Future Schools Agreement. This agreement provides an option for the Authority to call for the Contractor to produce Future Schools Scheme Proposals which essentially mirror the level of design and

pricing information required by the Local Competition under the Contractors' Framework for the sample school.

The purpose of the Agreement is to allow the Authority to procure the non-sample schools with the Contractor selected for the Sample School but without the need for the Contractor to design and price both the sample and non-sample schools during the Local Competition. The Future Schools Agreement is expected to be executed at the same time that the Design and Build Contract for the sample school is signed.

Once the Future Schools Agreement has been entered into with the Contractor, the Authority may call for Future Schools Scheme Proposals under the Future Schools Agreement at any time before the termination of the Framework Agreement.

The Authority is not obliged under the Future Schools Agreement to:-

- give any exclusivity to the Contractor in respect of the non-sample schools;
- request any Future Schools Scheme Proposals;
- implement any Future Schools Scheme Proposal (whether approved or not).

The Authority has no liabilities or obligations to the Contractor at any point during the Future Schools Agreement for the costs incurred by the Contractor in preparing any Future Schools Scheme Approval documentation. The Authority only becomes liable to the Contractor once a Design and Build Contract is entered into for the Future Schools Scheme.

4.2 **Key Commercial Principles**

The Authority needs to familiarise itself with the Future Schools Scheme Approval Procedure set out in Schedule 1 of the Future Schools Agreement.

In broad terms, the Contractor works (at risk) with the Local Authority to analyse and discuss accommodation requirements and decide which Future Schools Schemes the Contractor should submit ahead of the approval procedure commencing proper.

The Contractor is then obliged to submit a Future Schools Scheme Proposal within 14 weeks of receipt of a Future Schools Notice (or such other time as the parties may agree) from the Authority.

The Future Schools Agreement sets out in detail at clauses 3.1.1 – 3.1.7 the level of information required to be provided by the Contractor within a Future Schools Scheme Proposal, which equates to the level of information submitted at invitation to tender under the Local Competition and in any event, no less than RIBA Level C+. The Contractor must also provide a fixed price lump sum or target cost for the project, with the price built up strictly in accordance with the pricing schedule under the Contractors' Framework Agreement.

The Authority then either approves or rejects the Future Schools Scheme Proposal. If the Proposal is approved, then the Authority will submit its final business case to PfS, planning consent will be obtained and the Contractor enters into a Design and Build Contract within 14 days of a written request by the Authority.

If the Proposal is rejected, the Contractor has the opportunity to resubmit if required by the Authority.

Any Future Schools Scheme Proposal is valid for a period of six months from the date of submission by the Contractor.

APPENDIX C

Technical Requirements used during the Contractors' Framework ITT conducted by PfS to establish the Contractors' Framework

See attached separate document

APPENDIX D

Information and Maps for each Sector

Introduction

The attached map provides Framework Users with an indication of the Sector in which they are located with regard to the use of the PfS Contractors' Framework. There are 2 Sectors:

- Sector North (shown as Sector 1 in Map) – This comprises the North West, the North East, Yorkshire and the Humber, the East Midlands, and the West Midlands;
- Sector South (shown as Sector 2 in Map – This comprises the East of England, the South East, the South West, and London.

In the event of any query, Framework Users are advised to contact the PfS Project Director.

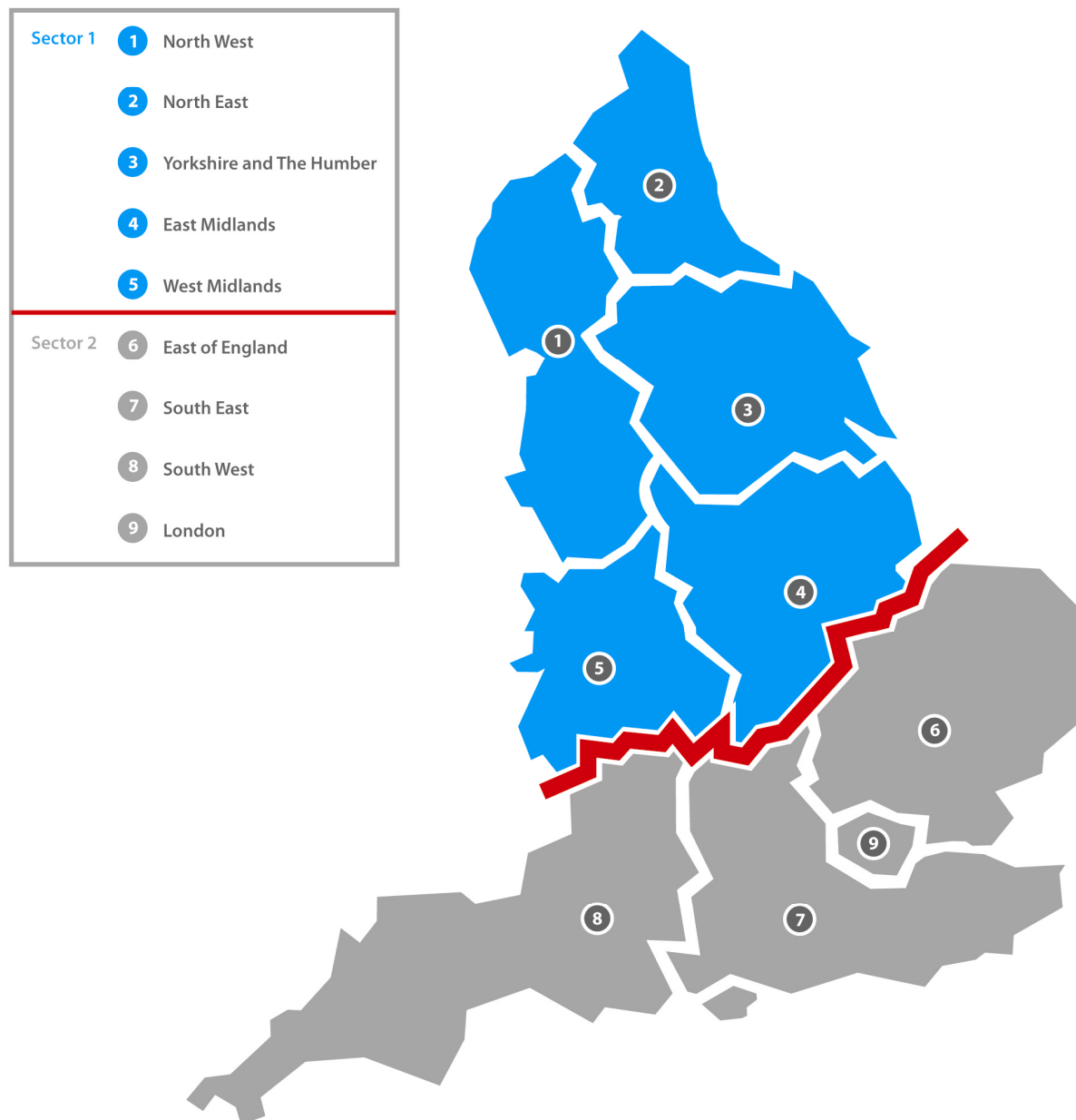
The following Contractors have been appointed to the PfS Contractors' Framework Panel in the respective Sectors:

Sector North

Sector South

	Contractor		Contractor
1	Balfour Beatty Construction Limited		Apollo Property Services Limited
2	BAM Construction Limited		Balfour Beatty Construction Limited
3	Bovis Lend Lease Limited		BAM Construction Limited
4	Carillion Construction Limited		Bovis Lend Lease Limited
5	Clugston Construction Limited		Carillion Construction Limited
6	Interserve Projects Services Limited		Interserve Projects Services Limited
7	Kier Regional Limited		JB Leadbitter & Co Limited
8	Shepherd Construction Limited		Kier Regional Limited
9	Sir Robert McAlpine Limited		Rydon Group Limited
10	VINCI Construction Limited		Sir Robert McAlpine Limited
11	Wates Construction Limited		Wates Construction Limited
12	Willmott Dixon Construction Limited		Willmott Dixon Construction Limited

Partnerships for Schools Contractor Framework Sector Map



Partnerships for Schools - Indicative list of locations by Sector / Sub-Region

Sector 1 (North)

1. North West

- Cumbria
- Lancashire
- Cheshire
- Sefton
- Wirral
- Liverpool
- Knowsley
- St Helens
- Wigan
- Bolton
- Bury
- Rochdale
- Oldham
- Salford
- Trafford
- Manchester
- Stockport
- Tameside
- Blackpool
- Halton
- Warrington
- Blackburn with Darwen

2. North East

- Northumberland
- Durham
- Newcastle upon Tyne
- Gateshead
- North Tyneside
- South Tyneside
- Sunderland
- Hartlepool
- Darlington
- Stockton-on-Tees
- Middlesbrough
- Redcar & Cleveland

3. Yorkshire and The Humber

- North Yorkshire
- Leeds
- Barnsley
- York
- Doncaster
- East Riding of Yorkshire
- Bradford
- Caldergate
- Kirklees
- Sheffield
- Rotherham
- Kingston upon Hull
- North Lincolnshire
- North East Lincolnshire

4. East Midlands

- Lincolnshire
- Nottinghamshire
- Derbyshire
- Leicestershire
- Rutland
- Northamptonshire
- Derby
- Nottingham
- Leicester

5. West Midlands

- Staffordshire
- Shropshire
- Herefordshire
- Worcestershire
- Warwickshire
- Wolverhampton
- Dudley
- Walsall
- Sandwell
- Birmingham
- Solihull
- Coventry
- Stoke
- Telford and Wrekin

Sector 2 (South)**6. East of England**

- Norfolk
- Cambridgeshire
- Hertfordshire
- Suffolk
- Essex
- Peterborough
- Bedfordshire
- Luton
- Thurrock
- Southend on Sea

7. South East

- Oxfordshire
- Hampshire
- Buckinghamshire
- Surrey
- West Sussex
- East Sussex
- Newbury
- Reading
- Wokingham
- Bracknell & Forest
- Windsor & Maidenhead
- Slough
- Isle of Wight
- Southampton
- Portsmouth
- Brighton & Hove
- Medway Towns
- Milton Keynes

8. South West

- Gloucestershire
- Wiltshire
- Somerset
- Devon
- Dorset
- Cornwall
- South Gloucestershire
- Bristol
- Bath & NE Somerset
- North Somerset
- Plymouth
- Torbay
- Poole
- Bournemouth
- Swindon

9. London

- Barking & Dagenham
- Barnet
- Bexley
- Brent
- Bromley
- Camden
- City of London
- City of Westminster
- Croydon
- Ealing
- Enfield
- Greenwich
- Hackney
- Hammersmith & Fulham
- Haringey
- Harrow
- Having
- Hillingdon
- Hounslow
- Islington
- Kingston & Chelsea
- Kingston upon Thames
- Lambeth
- Lewisham
- Merton
- Newham
- Redbridge
- Richmond upon Thames
- Southwark
- Tower Hamlets
- Waltham Forest
- Wandsworth





DEPARTMENT KEY

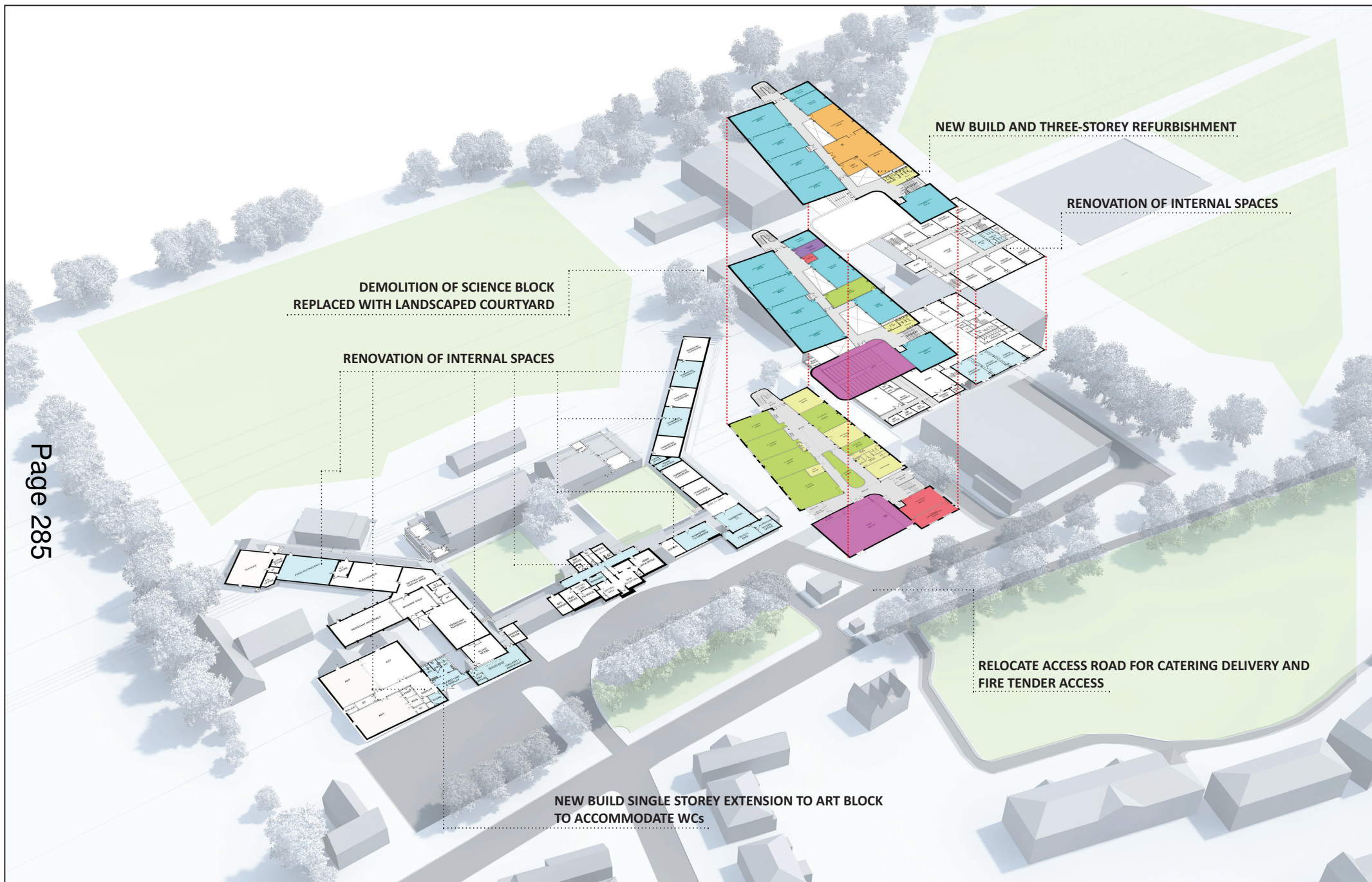
- P.E. TEACHING SPACE
- IT & BUSINESS ENTERPRISE
- PLANT, WCs & REPROGRAPHICS
- ASSEMBLY





DEPARTMENT KEY

- SCIENCE
- SIXTH FORM
- WCs



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