



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 18 December 2012 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

December 2012

Contact Officer: Sue Whitehead
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<i>Councillors</i>	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>
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 Thursday 27 December 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: 29 January 2013

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 - 10)

To approve the minutes of the meeting held on 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. 2012/13 Financial Monitoring & Business Strategy Delivery Report - October 2012 (Pages 11 - 46)

Cabinet Member: Leader

Forward Plan Ref: 2012/106

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

Report by Assistant Chief Executive & Chief Finance Officer (**CA 6**).

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 October 2012. The Capital monitoring is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the use of £0.100m revenue funding towards the capital project at the Littlemore Early Intervention Hub as set out in paragraph 8;***
- (c) approve the virement requests over £0.250m set out in Annex 2a;***
- (d) agree the creation of new reserves as set out in paragraph 43 and 47 and the proposed changes to reserves set out in paragraph 45 and 46;***
- (e) note the Treasury Management lending list at Annex 7;***

7. Service & Resource Planning Report 2013/14 - 2017/18 - December 2012 (Pages 47 - 122)

Cabinet Member: Leader

Forward Plan Ref: 2012/107

Contact: Lorna Baxter, Deputy Chief Finance Officer Tel: (01865) 323971

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

The report is the second in a series on the Service & Resource Planning process for 2013/14 to 2016/17, providing councillors with information on budget issues for 2013/14 and the medium term. The report provides information on budgetary pressures faced by the Council and gives an update on the changes to the local government funding system. The report also provides an update on government consultations and initiatives and sets out the review of charges.

The Cabinet is RECOMMENDED to:

- (a) note the report and that an addenda will be produced following the announcement of the Chancellor's Autumn Statement;***
- (b) consider, in forming their budget proposals, the council tax referendum threshold announced by the Chancellor;***
- (c) consider, in forming their budget proposals, the implications in future years of accepting the Council Tax Freeze Grant in 2013/14;***
- (d) consider, in forming their budget proposals, the revised inflation assumptions set out in paragraph 29; and***
- (e) in relation to the review of charges:***
 - (1) note those charges prescribed by legislation;***
 - (2) approve those charges where there is local discretion as set out in Annex 3 noting that some of these charges will commence before April 2013.***

8. West Oxfordshire District Council Core Strategy (Pages 123 - 130)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2012/131

Contact: Martin Tugwell, Deputy Director for Environment & Economy – Strategy &

Infrastructure Planning Tel: (01865) 815113

Report by Director for Environment & Economy (**CA 8**).

This report sets out the County Council's proposed response to the West Oxfordshire Local Plan. The Local Plan sets the framework for development across West Oxfordshire for the period to 2029. Growth is focused primarily at Witney and Carterton and to a lesser extent at Chipping Norton, with more modest growth at Eynsham, Woodstock, Burford, Charlbury and the larger villages.

Increasing emphasis is given to the importance of the planning regime facilitating and supporting sustainable economic growth in the National Planning Policy Framework (NPPF); facilitating economic growth is also a key County Council's strategic objective.

The County Council has worked closely with West Oxfordshire District Council in the preparation of this draft Local Plan for consultation. It will continue to work with the District Council as the policies in it are refined and the Infrastructure Delivery Plan developed further.

The Cabinet is RECOMMENDED to agree the County Council's response to the West Oxfordshire Draft Local Plan for consultation, as specifically outlined in paragraph 1 and described throughout this report.

9. Procurement of Healthwatch Oxfordshire (Pages 131 - 132)

Cabinet Member: Adult Services

Forward Plan Ref: 2012/146

Contact: Alison Partridge, Public Engagement Manager Tel: (01865) 328548

Report by Director of Social & Community Services (**CA9**).

Under the Health and Social Care Act 2012, all (top tier) Local Authorities are responsible for commissioning a Local Healthwatch by April 2013. Local Healthwatch will be the new independent consumer champion for people of all ages using social care, and patients using health services. It replaces the Local Involvement Network (LINKs) and will have a number of extended and statutory functions. A member of Healthwatch Oxfordshire will have a seat on the Health and Wellbeing Board.

The report sets out the procurement and commissioning process for approval.

The Cabinet is RECOMMENDED to delegate decision-making for the contract award and funding allocation John Jackson, Director for Social and Community Services in consultation with Councillor Arash Fatemian, Cabinet Member for Adult Services

10. Corporate Plan Performance and Risk Management Report for the 2nd Quarter 2012 (Pages 133 - 150)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2012/108

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 2

The Cabinet is RECOMMENDED to note this report.

11. Forward Plan and Future Business (Pages 151 - 152)

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 **CA11**. 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 12

In the event that any Member or Officer wishes to discuss the information set out in the Annex to Item 12, the Cabinet will be invited to resolve to exclude the public for the consideration of that Annex by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of Annex 1 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 since it is considered that, in all the circumstances of each case, the public interest in exemption outweighs the public interest in disclosing the information. "

NOTE: The report does not contain exempt information and is available to the public. The exempt information is contained in the confidential annex.

THE ANNEX 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.

12. Oxfordshire Residual Municipal Waste Bulking and Haulage Procurement (Pages 153 - 166)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2012/088

Contact: Andrew Pau, Head of Waste Management Tel: (01865) 815867

Report by Deputy Director for Environment & Economy – Growth & Infrastructure (CA12).

The information contained in Annex 1 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 distort the proper process of the transaction and the Council's standing generally in relation to such transactions in future, to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

Oxfordshire County Council as a Waste Disposal Authority (WDA) has a responsibility to dispose of residual waste collected by the Waste Collection Authorities (WCAs) and residual waste delivered to Household Waste Recycling Centres (HWRCs). The Council currently manages approximately 300,000 tonnes of municipal waste per year.

In March 2011 the Council entered into a long term contract for the treatment of residual municipal waste with Viridor Oxfordshire Ltd (Viridor) who are constructing an energy from waste (EfW) facility at Ardley in north Oxfordshire. Under the terms of the contract all residual municipal waste that is processable must be delivered for treatment at the EfW facility once it is operational which is currently estimated to be in autumn 2014.

A procurement process has been undertaken to secure a bulking and haulage service for residual municipal waste from the districts of South Oxfordshire, Vale of White Horse, West Oxfordshire and the northern part of Cherwell to ensure that waste can be delivered to the EfW facility efficiently from those parts of the county that are furthest away from Ardley.

The tenders submitted have been subject to rigorous evaluation using technical and financial criteria, including consideration of the implications for the WCAs who will be delivering to waste transfer stations. The results of the evaluation demonstrate that

good technical and value for money solutions can be provided for each lot and authorisation is sought to award contracts for municipal waste bulking and haulage services.

The Cabinet is RECOMMENDED to note the outcome of the evaluation and endorse the award of contracts for the provision of residual municipal waste bulking and haulage services as follows;

- (a) Lot 1 northern part of Cherwell to Tenderer 2 on the basis of their variant 2 tender ;***
 - (b) Lot 2 South Oxfordshire and Lot 3 Vale of White Horse to Tenderer 1 on the basis of their variant 2 tender; and***
 - (c) Lot 4 West Oxfordshire to Tenderer 1 on the basis of their compliant tender.***
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Agenda Item 3

CABINET

MINUTES of the meeting held on Tuesday, 27 November 2012 commencing at 2.00 pm and finishing at 3.20 pm

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair
Councillor Rodney Rose
Councillor Arash Fatemian
Councillor Nick Carter
Councillor Melinda Tilley
Councillor Hilary Hibbert-Biles
Councillor Kieron Mallon

Other Members in Attendance: Councillor Zoe Patrick (Agenda Item 4)
Councillor Roz Smith (Agenda Items 3 and 7)
Councillor Liz Brighouse (Agenda Item 7)

Officers:

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

Part of Meeting

Item	Name
6 - 9	Barbara Chillman,(School Organisation & Planning)
10	Matthew Edwards (Children, Education & Families)
11	Hannah Doney (Treasury Management)
14	Mark Kemp, Deputy Director – Commercial; Andrew Pau (Sustainable Development); Christian Smith (Law & Culture –Contracts)

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.

118/12APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillors Chapman and Heathcoat.

119/12MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 16 October 2012 were agreed subject to the following correction:

Page 3 – 2nd paragraph: Councillor Roz Smith asked the supplementary question on monitoring arrangements and not Councillor Jenny Hannaby.

Councillor Roz Smith, speaking as a local Councillor on Minute No112/12 commented that as yet nothing was in place to exempt hospital workers from the Park & Ride charge. Councillor Rose replied that information was awaited from the hospital on registration numbers and the Council would continue to work on it. Councillor Smith would be kept updated.

120/12QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor Zoe Patrick had given notice of the following question to Councillor Ian Hudspeth

“What progress has been made on proposals for City and Central Oxfordshire Bid deal:

- i. The geographical area to be covered by central Oxfordshire; and
- ii. The governance arrangements that have to be submitted to the coalition Government by 15 January?”

Councillor Hudspeth replied:

“i) The Government's City Deal Prospectus is quite clear that the functional economic area should be the focus of bids coming forward for Wave 2. Consequently, the Oxfordshire bid will cover the County with a specific reference to the growth areas, namely Bicester, Oxford and Science Vale UK.

ii) The governance arrangements will build on the collaborative work undertaken in recent years by the Spatial Planning & Infrastructure Partnership (SPIP) Board and the linkages that are now in place with the Local Enterprise Partnership. Partners will be exploring how these arrangements might be developed further when developing the detail of the bid for submission on 15 January.”

Supplementary: Councillor Patrick asked who would be the lead in putting the bid forward. The Leader replied that the bid was a collaborative effort co-ordinated through Oxford City Council. County Council officers were working on the bid and all of the District Councils and the Local Enterprise Partnership would be involved. He emphasised that although it was termed a City Deal it was for the Oxford City work area and that included all of Oxfordshire.

121/12 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The following requests to address the meeting had been agreed:

Item 3 - Councillor Roz Smith on Minute 112/12

Item 6 – Deborah Glass-Woodin, local resident
Susie Bagnall, Head Teacher, St Ebbes

Item 7– Councillor Roz Smith, as local Councillor
Councillor Liz Brighthouse, as Local Councillor
Mayte Siswick, Chair of Governors for Windmill School
Andrea Bird, local resident
Natalie Poynter, local resident

122/12 EXPANSION OF ST EBBE'S CE(A) PRIMARY SCHOOL, OXFORD TO 2FORM ENTRY

(Agenda Item. 6)

Cabinet considered a report detailing a proposal to permanently increase the school admission number at St Ebbe's Church of England (Aided) Primary School from 45 to 60.

Deborah Glass-Woodin, local resident, spoke against the proposed expansion querying in whose interest it was to have a bigger school as in her view bigger did not mean better educationally or otherwise. Important community aspects of the school would be lost. She queried who was in favour of the expansion referring to the significant opposition to the proposal. Governors had only voted for it as a means of addressing the anomaly of mixed year teaching brought about by 1.5 forms of entry.

In response to a question from Councillor Tilley about the evidence that larger schools were worse educationally Mrs Glass-Woodin referred to anecdotal evidence and her own experience of Oxfordshire Schools. She believed that the evidence was available if sought out.

Ms Susie Bagnall, Head Teacher, St Ebbe's CE(A) Primary School spoke in support of the expansion as it would meet local demand, the room was available to build and the parents forum were in favour as it would remove mixed age teaching. She highlighted that it would not result in larger class sizes nor in a higher pupil/adult ratio. In her view as Head Teacher it would not be educationally disadvantageous.

In response to a question from Councillor Tilley, Ms Bagnall confirmed that the School had taken 15 additional pupils this year under a temporary agreement and if the expansion was agreed it would take place over a phased period.

RESOLVED: to approve the permanent expansion of St Ebbe's CE (A) Primary School with effect from 1 September 2014.

N.B. As set out under Rule 18(a) of the Scrutiny Procedure Rules, The Chairman of the Council has agreed that this decision is exempt from Call-In as it is deemed urgent and any delay would seriously prejudice the Council's interests, in that the Cabinet's role would be negated by referral to the Schools' Adjudicator if the decision was not taken within two months of the end of the Statutory Notice, in this case being 3 December 2012.

123/12 EXPANSION OF WINDMILL PRIMARY SCHOOL TO 3 FORM ENTRY

(Agenda Item. 7)

Cabinet considered a proposal to permanently increase the school admission number at Windmill Primary School from 60 to 90.

Ms Mayte Siswick, Chair of Governors for Windmill School, expressed regret that the Council had not put contingency plans in place earlier to deal with the increase in pupil numbers. Ms Siswick expressed concerns about traffic problems and asked that a full traffic survey be undertaken. Referring to the traffic situation with the earlier middle school was not a fair comparison as middle school children were more likely to come on foot. With more women working, more people with cars and children being more likely to be dropped off by parents traffic had increased quite considerably. Ms Siswick was disappointed that the concerns expressed were being dismissed and hoped that the decision to proceed would only be made if money was put in for the transition. The Governors were willing to work with the Local Authority but would fight if it was not implemented satisfactorily.

Ms Andrea Bird, local resident referred to increasing traffic problems. Drivers were behaving increasingly aggressively. There was a national trend that fewer 5-11 year olds went to school on their own. The housing developments were relevant because they would exacerbate the traffic problems. The area also had a concentration of hospitals and employment sites making it unique in the level of traffic using residential roads. It was irresponsible to proceed without a traffic survey. The County of Oxfordshire had some issues over educational attainment and she felt that the expansion jeopardised a good school. She felt that there was no benefit to pupils being in a big school.

Natalie Poynter, local resident, spoke against the proposal and stated that Windmill School was a successful 2 form entry school, where children knew each other. The proposal would create the first 3 form entry school in Oxford City and many local people did not want it. She referred to two new schools that were not 3 form entry and felt that with them there was now no critical need to expand Windmill School. She referred to possible problems in a larger school including small group work in corridors and children's needs being overlooked. Responding to a request for clarification from Councillor Tilley Ms Poynter referred to the consultation figures set out in the report.

Councillor Roz Smith, as local Councillor and Vice-Chairman of the Board of Governors referred to the eloquence of the concerns expressed so far. She recognised the need to build to fulfil Oxfordshire priorities but stressed the importance that it be done properly. A large capital expense would be needed to provide adequate facilities including a suitable hall and kitchen. Going forward there would need to be consideration of secondary school provision. Traffic was a problem and she urged that the Council work closely with Governors.

Councillor Liz Brighthouse, as Local Councillor reiterated that the transport issues were real and needed to be addressed. She had opposed previous development in the area because of the detrimental effect it would have. She recognised the need to look seriously at school capacity in the area and felt that there was almost certainly a need for an additional school in the Headington area. She felt that with this School neither the road nor the School could support enormous growth. However large primaries were able to do very well, with the larger budget that they received providing the opportunity for more staff and a wider curriculum including music or languages. She had no problems with this expansion as she had confidence in the Head Teacher, what ever the decision, to continue to provide an excellent school for the community.

Councillor Tilley in introducing the contents of the report acknowledged that the proposal was contentious. She had listened carefully to the comments today and could give an assurance that concerns over traffic issues would be considered seriously. She also supported comments about the need to ensure that the expansion was carried out properly. She recognised that the hall and kitchen were too small. She was aware that parents were upset but the alternative was to bus children around Oxford.

Councillor Rodney Rose, commented that he had not been aware that the problems here were worse than elsewhere in Oxford but he would be alive to the issues that the changes brought about.

Councillor Arash Fatemian supported the comments by Councillor Brighthouse in relation to large schools feeling that they could do a very good job.

Barbara Chillman, advised the Cabinet that a traffic assessment would be a normal part of transport planning for the project. The proposed expansion was based on parents first preferences when applying for school places.

Councillor Ian Hudspeth congratulated the School and Head Teacher for being a first class school.

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

124/12 EXPANSION OF BOTLEY PRIMARY SCHOOL TO 2FE

(Agenda Item. 8)

Cabinet considered a proposal to permanently increase the school admission number at Botley School from 45 to 60.

RESOLVED: to approve the permanent expansion of Botley School with effect from 1 September 2014.

N.B. As set out under Rule 18(a) of the Scrutiny Procedure Rules, The Chairman of the Council has agreed that this decision is exempt from Call-In as it is deemed urgent and any delay would seriously prejudice the Council's interests, in that the Cabinet's role would be negated by referral to the Schools' Adjudicator if the decision was not taken within two months of the end of the Statutory Notice, in this case being 30 December 2012.

125/12 EXPANSION OF FIVE ACRES PRIMARY SCHOOL TO 2 FORM ENTRY

(Agenda Item. 9)

Cabinet considered a proposal to permanently increase the school admission number at Five Acres Primary School from 45 to 60.

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Five Acres Primary School, Ambrosden.

126/12 PROGRESS REPORT ON CLA AND LEAVING CARE

(Agenda Item. 10)

Cabinet considered a report that reviewed the performance and outcomes of Looked After Children and Care Leavers (LAC) over the last twelve months.

Mr Edwards, in response to Councillor Ian Hudspeth, who highlighted comments from the Children's Services Scrutiny Committee that schools be made aware of the benefits of one to one tuition for children in care, replied that there was now much closer individual monitoring to identify issues as they occurred.

RESOLVED: to note the report.

127/12 TREASURY MANAGEMENT MID TERM REVIEW (2012/13)

(Agenda Item. 11)

Cabinet considered a report that set out the Treasury Management activity undertaken in the first half of the financial year 2012/13 in compliance with the CIPFA Code of Practice. The report included Debt and Investment activity, Prudential Indicator monitoring, changes in Strategy, and forecast interest receivable and payable for the financial year.

RESOLVED: to note the report, and to **RECOMMEND** Council to note the Council's Mid Term Treasury Management Review 2012/13.

128/12 STAFFING REPORT - QUARTER 2

(Agenda Item. 12)

Cabinet received a report that gave an update on staffing numbers and related activity during the period 1 July 2012 to 30 September 2012. It gave details of the agreed staffing numbers and establishment at 30 September 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 and tracked progress on staffing numbers since 1 April 2010 as the Business Strategy is implemented

RESOLVED: to:

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

129/12 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 13)

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.

130/12 EXEMPT INFORMATION

(Agenda Item.)

RESOLVED: that the public be excluded for the duration of items 14 and 15 in the Agenda since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and it is considered that, in all the circumstances of each case, the public interest in exemption outweighs the public interest in disclosing the information.

PUBLIC SUMMARY OF PROCEEDINGS FOLLOWING THE WITHDRAWAL OF THE PRESS AND PUBLIC

131/12 OXFORDSHIRE RESIDUAL MUNICIPAL WASTE BULKING AND HAULAGE PROCUREMENT

(Agenda Item. 14)

The information contained in Annex 1 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 distort the proper process of the transaction and the Council’s standing generally in relation to such transactions in future, to the detriment of the Council’s ability properly to discharge its fiduciary and other duties as a public authority.

Cabinet considered the results of a procurement process undertaken to secure a bulking and haulage service for residual municipal waste from the districts of South Oxfordshire, Vale of White Horse, West Oxfordshire and the northern part of Cherwell to ensure that waste can be delivered to the Energy from Waste (EfW) facility efficiently from those parts of the county that are furthest away from Ardley.

Councillor Mathew, as a local Councillor highlighted two points that could affect his area.

RESOLVED: to defer the decision deferred pending further clarification.

132/12 CONVERSION TO SPONSORED ACADEMIES - FINANCIAL LIABILITIES

(Agenda Item. 15)

The information contained in the report 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 distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.

Cabinet agreed the stance that officers should adopt in negotiating binding agreements about past liabilities and future restructuring costs in relation to sponsored academies.

..... in the Chair

Date of signing

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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CABINET – 18 DECEMBER 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 October 2012. 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 -£1.262m, or -0.30% against a budget of £417.517m as shown in the table below. This compares to a forecast underspend of -£0.720m or -0.17% reported to Cabinet on 16 October 2012.

Original Budget 2012/13 £m		Latest Budget 2012/13 £m	Forecast Outturn 2012/13 £m	Variance Forecast October 2012 £m	Variance Forecast October 2012 %
105.814	Children, Education & Families (CE&F)	107.248	106.412	-0.836	-0.78
219.635	Social & Community Services (S&CS)	212.157	211.838	-0.319	-0.15
77.658	Environment & Economy	79.711	79.749	+0.038	0.00
8.394	Chief Executive's Office	18.401	18.051	-0.350	-1.90
411.501	In year Directorate total	417.517	416.050	-1.467	-0.35
	Less: Net overspend on Council Elements of Pooled Budgets			+0.205	
	Total Variation including Council Elements of Pooled Budgets			-1.262	-0.30

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

4. 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 -£0.836m. In addition there is a forecast underspend of -£2.546m on services funded by the Dedicated Schools Grant (DSG). Any underspend on DSG will be placed in a reserve at the end of 2012/13 for use in 2013/14.

CE&F1 Education & Early Intervention

6. Education & Early Intervention are reporting a variation of -£1.146m. This includes an underspend of -£0.419m on school intervention and savings on staffing budgets. Home to School Transport are now forecasting a breakeven position. The underspend of -£0.991m reported previously has been removed to reflect updated routes for the new academic year, and the impact of some transport providers going into administration.
7. A carry forward from 2011/12 of £0.257m was agreed to meet the relocation costs of staff within the Early Intervention Service following the restructuring. All the claims have now been agreed and total £0.203m. The balance of £0.054m will be used to meet other costs associated with the restructure i.e. redundancy and hidden pension costs as reported for CE&F3 in paragraph 12.
8. It is proposed to use £0.100m revenue funding from an underspend on Early Intervention Hubs towards the capital scheme at Littlemore Early Intervention Hub.
9. Changes are proposed to the fees and charges for activities at Hill End Outdoor Education Centre from 1 January 2013, these are included in the Service & Resource Planning 2013/14 to 2016/17 report elsewhere on the agenda.

CE&F2 Children's Social Care

10. Children's Social Care is reporting a net variation of -£0.071m. An underspend of -£0.517m on Corporate Parenting which mainly reflects underspends on in - house fostering is offset by overspends on Placements totalling +£0.442m.
11. The position reported includes a -£0.060m underspend on a carry forward from 2011/12 which was agreed to fund a one – year social work post to assist with the implementation of the Framework information system. Most of the expenditure is now expected to be incurred in 2013/14 so the Directorate are requesting to place the funding in an earmarked reserve for use next year. A further underspend of -£0.135m relates to carry forwards agreed for the Corporate Parenting service. This funding is now expected to be spent in 2013/14 so is also requested to be placed in reserves. £0.013m for the literacy and numeracy skills pilot scheme for looked after children is no longer required and will be returned to balances.

CE&F3 Children, Education & Families Central Costs

12. An overspend of +£0.331m includes one –off redundancy costs incurred in 2012/13 and Premature Retirement Compensation that the Schools' Forum Finance & Deprivation Sub Committee agreed should be met centrally rather than from schools' DSG.
13. A carry forward of £0.120m was agreed to fund twelve apprentices for a year from September 2012. The balance remaining as at 31 March 2013 will be placed in the staff training and development reserve to complete the apprenticeships in 2013.

DSG Funded Services

14. A forecast underspend of -£2.546m includes -£1.358m contingency which will be delegated to schools in 2013/14 as part of the new funding formula. There are also underspends on out of county placements for children with special educational needs and Education Effectiveness. A breakeven position is being reported on capitalised Repair & Maintenance but no planned work has taken place since the summer term. It is possible that there will be a significant underspend at year end, although this may be partly offset by increased expenditure on urgent works. More details will be provided in the next report.

Social & Community Services (S&CS)

15. Social & Community Services are forecasting a variation of -£0.319m. In addition, there is an overspend of +£2.714m on the Council elements of the Older People, Physical Disabilities and Equipment Pooled Budget and a -£2.509m underspend on the Learning Disabilities Pooled Budget.

S&CS1 Adult Social Care

16. Adult Social Care remains broadly on track to deliver the business strategy and are forecasting an overspend of +£0.087m. 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. An overspend on service agreements reflects a realignment required between budgets inside and outside the Older People's Pool. A temporary virement of £0.250m to correct this is requested in Annex 2a. Additional rental income of £0.374m is also requested to be transferred into the Older People's Pool to offset budget pressures.

S&CS3 Joint Commissioning

17. Restructuring of the Joint Commissioning Team is almost complete and the forecast underspend of -£0.366m includes -£0.168m staffing vacancies and slippage in recruitment. A carry forward of £0.150m agreed at the end of 2011/12 is not now required and it is proposed that this is used to reduce on-going pressures in the locality teams in Adult Social Care.

S&CS5 Fire & Rescue and Emergency Planning

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18. There is a forecast overspend of +£0.058m 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 currently forecasting an underspend of -£0.170m. However, as a result of the implementation of the Part Time Workers (Prevention of less favourable treatment) Regulations 2000, arrears will need to be paid to RDS staff for sickness and light duties' remuneration, backdated to 2010. If the service cannot manage this pressure, it will need to be met from balances.
19. The budget for fire-fighter ill health retirements is forecasting to overspend by +£0.112m. 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

20. As shown in Annex 6 the Older People, Physical Disabilities and Equipment Pooled Budget is forecast to overspend by +£6.231m. +£2.714m relates to the Council's element and +£3.517m to the Primary Care Trust (PCT) (which is shadowed by the Oxfordshire Clinical Commissioning Group).
21. As reported previously the forecast overspend on the Council elements of the Older People's Pooled Budget (+£0.355m) comprises additional expenditure on care home placements offset by underspends on Home Support and the Re-ablement Service. The care home placements overspend reflects variations in the forecast number of services users and an increase in the average price of placements.
22. It is expected that the Department of Health will release additional one-off resources towards winter pressures before the end of the financial year. This will be used to reduce waiting lists.
23. 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. Subject to approval by Council on 10 December 2012, a £1.8m virement from the Learning Disabilities Pooled Budget will offset this pressure on a one-off basis. The on-going effect of the additional activity in the Physical Disabilities Pool will be considered as part of the Service & Resource Planning Process.
24. The Council's element of the Equipment Pooled Budget is overspending by +£0.517m. This is mainly due to pressures relating to the cost of keeping people safely at home, reducing delayed transfers of care and avoiding admissions. The total overspend for the equipment pool is +£0.697m after applying £0.750m of additional funding allocated from Health to Social Care.

Learning Disabilities Pooled Budget

25. As set out in Annex 6 the Learning Disabilities Pooled Budget is forecast to underspend of -£2.800m. This comprises -£2.509m on the Council's

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element and -£0.291m on the PCT element. This underspend has arisen as the provision for additional client numbers of £1.3m in 2012/13 is not required and the cost of de-registration of the Home Farm Trust is forecast to be £0.5m less than anticipated. Furthermore, efficiency savings have been achieved earlier than expected.

26. Subject to approval by Council on 10 December 2012 £1.8m of this underspend will be used to meet pressures in the Physical Disabilities Pooled Budget on a one-off basis in 2012/13 (see paragraph 23). The critical and substantial needs of all Learning Disability Service Users who have been assessed are being met from the remaining resources within the Learning Disabilities Pool.

Environment & Economy (E&E)

27. The directorate is forecasting a variation of +£0.038m.

EE1 Highways & Transport

28. Highways and Transport are forecasting an underspend of -£0.261m. This includes an overspend of +£0.365m in Highways & Transport due to an increase in highway maintenance, vehicle maintenance and rapid incident responses and contract management costs. This overspend is offset by Public Transport contract savings of -£0.516m due to the early realisation of future planned savings. Expenditure on concessionary fares is also expected to be less than budgeted by £0.100m.

EE2 Growth & Infrastructure

29. An overspend of +£0.095m is forecast by Growth and Infrastructure. This includes an overspend of +£0.403m for Property and Facilities relating to recent implementation of the new contract and Corporate Landlord costs. These pressures are offset by underspends on non – schools repairs and maintenance and health and safety works identified at the end of the previous property contract. There is also an underspend of -£0.295m in Business & Skills.

30. Waste Management are continuing to forecast a breakeven position. However, tonnages for landfill & recycling remain above the budgeted levels and the proportion of waste going to landfill is also higher than budgeted. The service expects to be able to manage these pressures in 2012/13 but it may be more difficult to make the planned on-going budget reductions in future years.

31. The budget for the Landfill Allowance Trading Scheme (LATS) will not be required this year so it is proposed to transfer £0.794m to the Waste Management Reserve for future contract costs.

EE3 Oxfordshire Customer Services

32. An overspend of +£0.204m across Oxfordshire Customer Services includes +£0.321m relating to the partial non – achievement of the planned 2012/13 Customer Service Centre savings. This will be offset against other underspends in 2012/13 managed in year. Alternative savings for future years will be addressed as part of the Service & Resource Planning Process.

Chief Executive's Office (CEO)

33. The directorate is forecasting an underspend of -£0.350m. This mainly relates to staffing vacancies in Strategy and Communications.

Virements and Supplementary Estimates

34. Virements larger than £0.250m requiring Cabinet approval are included in Annex 2a. Virements requested this month relate to telephony budgets which are transferring from directorates to ICT as part of the Council's Telephony Strategy and the transfer of cleaning budgets from directorates to Property & Facilities under the new property contract. A further temporary virement request is required to update Property & Facilities budgets for the new contract and does not represent a change in policy.
35. DSG budgets within CE&F need to be adjusted to bring them in line with the latest grant notification as set out in paragraph 37 and new income and expenditure budgets are requested to be created for social work training and development funding.
36. Virements within S&CS include proposed adjustments to budgets for service agreements as noted in paragraph 16, and the temporary use of one – off underspends and £0.374m additional rental income in 2012/13 to cover pressures in the Locality Teams.

Grants Monitoring

37. As set out in Annex 5, ring-fenced grants totalling £372.550m are included in Directorate budgets and will be used for the specified purpose. The Department for Education continue to make a series of adjustments to local authority DSG following each school's conversion to academy status. The latest DSG total for the authority is £328.421m. Additional grants notified to CE&F since the last report are for Adoption Improvement (£0.059m), Mathematics Specialist Teacher (£0.027m) and £0.175m additional grant for specific schools to support specified initiatives.

Bad Debt Write Offs

38. There have been 212 general write offs to the end of October 2012 and these totalled £41,715. In addition Client Finance has written off 48 debts totalling £40,388.

Treasury Management

39. The latest treasury management approved lending list (as at 30 November 2012) is shown in Annex 7. There have been no changes to the lending list since the last report to Cabinet.
40. The average cash balance during September 2012 was £321.6m and the average rate of return for the month was 0.98%. The average cash

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balance during October 2012 was £320.4m and the average rate of return was 1.03%.

41. 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.

Part 2 – Balance Sheet

Reserves

42. 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 £95.853m and include £11.881m school balances. These are expected to continue to reduce as schools convert to academy status.
43. Within CE&F a new reserve is requested for the primary traded service within School Improvement. This service operates as a self-financing function in a similar way to Governor Services. Any surplus at year end will be placed in the reserve for use in future years. A new reserve is also requested for Children’s Social Care. This will be used to hold the balance of the unspent carry forwards from 2011/12 as explained in paragraph 11.
44. As agreed by Cabinet on 18 September 2012 the Learning Disabilities Pool Reserve balance of £0.804m has been used to provide one - off funding for pressures relating to the Locality Teams and Fairer Charging income in Adult Social Care.
45. The Trading Standards Trainee Reserve is no longer required and is proposed to be closed and the balance moved to the Trading Standards General reserve for future vehicle purchases.
46. The New Dimensions Vehicles reserve was set up to provide initial funding for the insurance and other unbudgeted running costs of specialist vehicles for major emergencies. There is sufficient budget for the running costs of these vehicles so the reserve will be closed and it is proposed that the £0.050m balance should be moved to the Rescue Equipment reserve.
47. It is proposed that a new earmarked reserve is set up to support the implementation of the Asset Rationalisation Strategy in E&E. It is currently estimated that £0.728m will be unspent at year end.

Balances

48. There have been no calls on balances to date in 2012/13. As set out in Annex 4 current balances are £16.693m.

Part 3 – Capital Programme

49. The capital monitoring position shows the forecast expenditure for 2012/13 is £49.8m (excluding schools local capital). This is a decrease of

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£0.2m compared to the latest approved capital programme. The table on the next page summarises the variations by directorate.

Directorate	Last Approved Programme * £m	Latest Forecast Expenditure £m	Variation £m
Children, Education & Families	21.2	21.2	0.0
Social & Community Services	3.6	3.6	0.0
Environment & Economy - Transport	22.5	22.3	-0.2
Environment & Economy - Other	1.7	1.7	0.0
Chief Executive's Office	1.0	1.0	0.0
Total Directorate Programmes	50.0	49.8	-0.2
Schools Local Capital	5.1	5.1	0.0
Total Capital Programme	55.1	54.9	-0.2

* Approved by Cabinet 16 October 2012

50. In the Transport capital programme, £0.129m has been re-profiled from 2012/13 to 2013/14 on the Kennington and Hinksey Hill Roundabouts scheme along with £0.157m on the Thames Towpath Reconstruction scheme.

Actual & Committed Expenditure

51. Actual capital expenditure for the year to date (excluding schools' local spend) was £14.1m at the end of October. This is 28% of the total forecast expenditure of £49.8m. Actual and committed spend is 55% of the forecast and planned work is greater in the second half of the year due to the transition period to the new property contract with Carillion Capita Symonds earlier in the year. There is a risk that the capital programme will not be delivered if there are adverse weather conditions in the final quarter.

Five Year Capital Programme Update

52. The total forecast 5-year capital programme (2012/13 to 2016/17) is £365.7m. There is no change from the position reported to Cabinet in October 2012.

RECOMMENDATIONS

53. **The Cabinet is RECOMMENDED to:**
- (a) note the report;
 - (b) approve the use of £0.100m revenue funding towards the capital project at the Littlemore Early Intervention Hub as set out in paragraph 8;
 - (c) approve the virement requests over £0.250m set out in Annex 2a;
 - (d) agree the creation of new reserves as set out in paragraph 43 and 47 and the proposed changes to reserves set out in paragraph 45 and 46;

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(e) note the Treasury Management lending list at Annex 7.

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Background papers: Directorate Financial Monitoring Reports 31 October 2012.

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December 2012

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Financial Monitoring and Business Strategy Delivery Report
CABINET - 18 December 2012
Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) October 2012	Actual Expenditure (Net) October 2012	Variation to Budget October 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	-34,169	0	531,795	530,959	-836	311,775	293,039	-18,736	G
	Gross Income	-457,693	0	33,146	0	-424,547	-424,547	0	-248,379	-242,168	6,211	G
		105,814	2,457	-1,023	0	107,248	106,412	-836	63,396	50,871	-12,525	G
SCS	Social & Community Services											
	Gross Expenditure	259,276	1,122	-8,280	0	252,118	251,799	-319	153,015	148,735	-4,280	G
	Gross Income	-39,641	0	-320	0	-39,961	-39,961	0	-29,248	-29,964	-716	G
		219,635	1,122	-8,600	0	212,157	211,838	-319	123,767	118,771	-4,996	G
EE	Environment & Economy											
	Gross Expenditure	144,307	1,899	-5,329	0	140,877	140,859	-18	91,837	83,259	-8,578	G
	Gross Income	-66,649	0	5,483	0	-61,166	-61,110	56	-45,317	-57,904	-12,587	G
		77,658	1,899	154	0	79,711	79,749	38	46,520	25,355	-21,165	G
CEO	Chief Executive's Office											
	Gross Expenditure	16,360	508	10,779	0	27,647	27,297	-350	17,995	17,980	-15	G
	Gross Income	-7,966	0	-1,280	0	-9,246	-9,246	0	-7,241	-8,389	-1,148	G
		8,394	508	9,499	0	18,401	18,051	-350	10,754	9,591	-1,163	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	-36,999	0	903,359	901,836	-1,523	574,621	543,013	-31,608	G
	Directorate Income Total	-522,871	0	37,029	0	-485,842	-485,786	56	-330,185	-338,425	-8,240	G
	Directorate Total Net	411,501	5,986	30	0	417,517	416,050	-1,467	244,436	204,588	-39,849	G

Financial Monitoring and Business Strategy Delivery Report
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Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income £000 (8)	Projected Year end Variation underspend - overspend + £000 (9)	Profiled Budget (Net) October 2012 £000 (10)	Actual Expenditure (Net) October 2012 £000 (11)	Variation to Budget October 2012 underspend - overspend + £000 (12)	Projected Year end Variance Traffic Light (13)
		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)											
	Contributions to (+)/from (-)reserves	8,366	-5,986			2,380	5,145	2,765				
	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	42,098	2,765				
	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				

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Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) October 2012	Actual Expenditure (Net) October 2012	Variation to Budget October 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)
CEF1	Education & Early Intervention											
	Gross Expenditure	76,372	1,268	1,843	0	79,483	78,337	-1,146	45,735	40,538	-5,197	G
	Gross Income	-29,443	0	-3,364	0	-32,807	-32,807	0	-18,472	-19,218	-746	G
		46,929	1,268	-1,521	0	46,676	45,530	-1,146	27,263	21,320	-5,943	A
CEF2	Children's Social Care											
	Gross Expenditure	47,509	649	259	0	48,417	48,346	-71	28,169	25,560	-2,609	G
	Gross Income	-6,079	0	-419	0	-6,498	-6,498	0	-3,713	-3,764	-51	G
		41,430	649	-160	0	41,919	41,848	-71	24,457	21,796	-2,660	G
CEF3	CEF Central Costs											
	Gross Expenditure	22,299	540	-770	0	22,069	22,400	331	12,874	13,175	301	G
	Gross Income	-464	0	141	0	-323	-323	0	-188	-137	50	G
		21,835	540	-629	0	21,746	22,077	331	12,686	13,037	352	G
CEF4	Schools											
	Gross Expenditure	421,211	0	-35,501	0	385,710	385,760	50	224,997	213,766	-11,231	G
	Gross Income	-425,591	0	36,788	0	-388,803	-388,803	0	-226,007	-219,049	6,957	G
		-4,380	0	1,287	0	-3,093	-3,043	50	-1,010	-5,283	-4,273	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	-34,169	0	531,795	530,959	-836	311,775	293,039	-18,736	G
	Directorate Income Total	-457,693	0	33,146	0	-424,547	-424,547	0	-248,379	-242,168	6,211	G
	Directorate Total Net	105,814	2,457	-1,023	0	107,248	106,412	-836	63,396	50,871	-12,525	G

Financial Monitoring and Business Strategy Delivery Report
CABINET - 18 December 2012
Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profiled Budget (Net) October 2012	Actual Expenditure (Net) October 2012	Variation to Budget October 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)
SCS1	Adult Social Care											
	Gross Expenditure	199,968	550	-592	0	199,926	200,013	87	116,654	113,822	-2,833	G
	Gross Income	-45,284	0	-540	0	-45,824	-45,824	0	-26,731	-27,338	-607	G
		154,684	550	-1,132	0	154,102	154,189	87	89,923	86,484	-3,439	G
SCS2	Community Safety											
	Gross Expenditure	4,268	12	153	0	4,433	4,393	-40	2,563	2,713	149	G
	Gross Income	-1,196	0	-153	0	-1,349	-1,349	0	-787	-736	51	G
		3,072	12	0	0	3,084	3,044	-40	1,776	1,977	200	G
SCS3	Quality & Compliance											
	Gross Expenditure	29,753	468	2,079	0	32,300	31,934	-366	18,843	17,970	-873	G
	Gross Income	-1,870	0	-811	0	-2,681	-2,681	0	-1,564	-1,639	-76	G
		27,883	468	1,268	0	29,619	29,253	-366	17,279	16,331	-948	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	14,955	14,230	-724	G
	Gross Income	-285	0	0	0	-285	-285	0	-166	-251	-85	G
		25,195	92	65	0	25,352	25,352	0	14,789	13,979	-809	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	-8,280	0	252,118	251,799	-319	153,015	148,735	-4,280	G
	Directorate Income Total	-39,641	0	-320	0	-39,961	-39,961	0	-29,248	-29,964	-716	G
	Directorate Total Net	219,635	1,122	-8,600	0	212,157	211,838	-319	123,767	118,771	-4,996	G

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) October 2012	Actual Expenditure (Net) October 2012	Variation to Budget October 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	-356	0	53,660	53,329	-331	31,301	24,181	-7,120	G
	Gross Income	-11,396	0	0	0	-11,396	-11,326	70	-6,647	-6,599	48	G
		42,620	0	-356	0	42,264	42,003	-261	24,654	17,582	-7,072	G
EE2	Growth & Infrastructure											
	Gross Expenditure	58,464	1,435	-5,191	0	54,708	54,726	18	31,934	29,503	-2,432	G
	Gross Income	-30,324	0	4,856	0	-25,468	-25,391	77	-14,856	-14,860	-4	G
		28,140	1,435	-335	0	29,240	29,335	95	17,078	14,642	-2,436	G
EE3	Oxfordshire Customer Services											
	Gross Expenditure	41,656	419	131	0	42,206	42,501	295	24,620	25,597	976	G
	Gross Income	-41,450	0	627	0	-40,823	-40,914	-91	-23,813	-36,441	-12,628	G
		206	419	758	0	1,383	1,587	204	807	-10,845	-11,652	R
EE4	Director's Office											
	Gross Expenditure	6,692	45	87	0	6,824	6,824	0	3,981	3,979	-1	G
	Gross Income	0	0	0	0	0	0	0	0	-3	-3	G
		6,692	45	87	0	6,824	6,824	0	3,981	3,976	-5	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	-5,329	0	140,877	140,859	-18	91,837	83,259	-8,578	G
	Directorate Income Total	-66,649	0	5,483	0	-61,166	-61,110	56	-45,317	-57,904	-12,587	G
	Directorate Total Net	77,658	1,899	154	0	79,711	79,749	38	46,520	25,355	-21,165	G

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Budget Monitoring

Ref	Directorate	BUDGET 2012/13					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Profited Budget (Net) October 2012	Actual Expenditure (Net) October 2012	Variation to Budget October 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	-606	0	1,546	1,484	-62	902	774	-128	A
	Gross Income	-788	0	0	0	-788	-788	0	-460	-466	-6	G
		1,248	116	-606	0	758	696	-62	442	308	-134	R
CEO2	Human Resources											
	Gross Expenditure	1,484	214	254	0	1,952	1,952	0	1,138	875	-263	G
	Gross Income	-1,345	0	0	0	-1,345	-1,345	0	-785	-829	-44	G
		139	214	254	0	607	607	0	354	46	-308	G
CEO3	Corporate Finance & Internal Audit											
	Gross Expenditure	2,429	0	133	0	2,562	2,512	-50	1,494	1,529	35	G
	Gross Income	-2,417	0	106	0	-2,311	-2,311	0	-1,348	-1,425	-77	G
		12	0	239	0	251	201	-50	146	104	-42	R
CEO4	Law & Culture											
	Gross Expenditure	6,987	126	10,077	0	17,190	17,265	75	10,072	10,457	385	G
	Gross Income	-4,050	0	-1,211	0	-5,261	-5,261	0	-3,093	-3,768	-675	G
		2,937	126	8,866	0	11,929	12,004	75	6,979	6,689	-290	G
CEO5	Strategy & Communications											
	Gross Expenditure	2,859	52	921	0	3,832	3,519	-313	2,235	2,237	2	R
	Gross Income	-2,492	0	-175	0	-2,667	-2,667	0	-1,556	-1,902	-346	G
		367	52	746	0	1,165	852	-313	679	336	-343	R
CEO6	Corporate & Democratic Core											
	Gross Expenditure	3,691	0	0	0	3,691	3,691	0	2,153	2,108	-45	G
	Gross Income	0	0	0	0	0	0	0	0	0	0	G
		3,691	0	0	0	3,691	3,691	0	2,153	2,108	-45	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	10,779	0	27,647	27,297	-350	17,995	17,980	-15	G
	Directorate Income Total	-7,966	0	-1,280	0	-9,246	-9,246	0	-7,241	-8,389	-1,148	G
	Directorate Total Net	8,394	508	9,499	0	18,401	18,051	-350	10,754	9,591	-1,163	G

**Financial Monitoring and Business Strategy Delivery Report
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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	Dec	Create expenditure and income budget for social work training and development funding	CEF2-3	Social Care	T	433.4	-433.4
		Update Dedicated Schools Grant totals to reflect latest allocation	CEF4-1	Delegated Budgets	P	-18,318.2	18,318.2
			CEF4-3	Devolved Schools Costs (including licenses, insurances and redundancy budgets)	P	-153.3	153.3
EE	Dec	Property & Facility Client budget restructure for the new contract	EE2-61-67	Property and Facilities excluding FWT/QCS	T	-847.8	847.8
SCS	Dec	Transfer of the budget for additional staffing from 2011/12 Older People and Physical Disabilities Pooled Budget underspend to Locality Teams (non Pool)	SCS1-1ABC	Older People Non Pool Services	T	300.0	0.0
			SCS1-1E	Pooled Budget Contributions	T	-300.0	0.0
		Temporary Use of Asylum Underspend to Cover Pressures in Locality Teams	SCS1-1ABCF	Older People Non Pool Services	T	160.0	0.0
			SCS1-4	Services For All Client Groups	T	-160.0	0.0
		Temporary use of Joint Commissioning carry forward to cover pressures in Locality Teams	SCS3-1	Joint Commissioning	T	-150.0	0.0
			SCS1-1ABCF	Older People Non Pool Services	T	150.0	0.0
		Temporary Use of HIV Grant Underspend to Cover Pressures in Locality Teams	SCS1-1ABCF	Older People Non Pool Services	T	97.0	0.0
			SCS1-4	Services For All Client Groups	T	-97.0	0.0
		Transfer of Service Agreements budget from Old People Pool to non-Pool to fund commitments	SCS1-1ABCF	Older People Non Pool Services	T	250.0	0.0
			SCS1-1E	Pooled Budget Contributions	T	-250.0	0.0
Transfer of Order of St John excess rental income from non-Pool to Old People Pool to alleviate budget pressures	SCS1-1ABCF	Older People Non Pool Services	T	0.0	-374.0		
	SCS1-1E	Pooled Budget Contributions	T	374.0	0.0		
Inter Directorate	Dec	Phase one of the Telephony budget transfers from directorates to ICT - Phase one (CEF and CEO)	CEF3-1	Management & Admin	P	-254.0	0.0
			CEO1	Chief Executive & Business Support	P	-1.4	0.0
			CEO2	Human Resources	P	-3.2	0.0
			CEO3	Corporate Finance & Internal Audit	P	-2.9	0.0
			CEO4	Law & Culture	P	-39.7	0.0
			CEO5	Strategy & Communications	P	-2.5	0.0
		2012/13 Transfer of cleaning budgets from Directorates to Property & Facilities	EE3-3	ICT	P	303.7	0.0
			CEF1-3	Early Intervention	P	-142.2	0.0
				T	35.6	0.0	
				P	-9.9	0.0	

**Financial Monitoring and Business Strategy Delivery Report
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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
Inter Directorate	Dec				T	2.5	0.0
			CEF2-6	Youth Offending Service	P	-6.0	0.0
					T	1.5	0.0
			CEF4-3	Devolved Schools Costs (including licenses, insurances and redundancy budgets)	P	-25.6	25.6
					T	6.4	-6.4
			CEF4-4	DSG Income	P	25.6	-25.6
					T	-6.4	6.4
			GEO4	Law & Culture	P	-329.4	0.0
					T	82.4	0.0
			EE1-1-1-42	Highways & Transport	P	-27.7	0.0
					T	6.9	0.0
			EE1-43	Integrated Transport Unit	P	-8.6	0.0
					T	2.2	0.0
			EE2-2&3	Planning & Regulation and Infrastructure Planning	P	-8.3	0.0
					T	2.1	0.0
			EE2-61-67	Property and Facilities excluding FWT/QCS	P	742.3	-28.5
					T	-98.3	7.1
			EE3-3	ICT	P	-7.9	0.0
					T	2.0	0.0
			EE3-5	Customer Services	P	-5.3	0.0
					T	1.3	0.0
			EE3-6&7	Human Resources and Adult Learning	P	-41.2	0.0
		T	10.3	0.0			
SCS1-1ABCF	Older People Non Pool Services	T	-40.3	0.0			
SCS1-2ABD	Learning Disabilities Non Pool Services	T	-47.0	0.0			
SCS5-1	Fire & Rescue Service	P	-124.0	0.0			
		T	31.0	0.0			
SCS5-2	Emergency Planning	P	-3.3	0.0			
		T	0.8	0.0			
Grand Total						-18,490.5	18,490.5

**Financial Monitoring and Business Strategy Delivery Report
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VIREMENTS REQUIRING CABINET APPROVAL ACTIONED IN THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
EE	Oct	Income no longer receivable offset by matching reductions in planned expenditure	EE3-3	ICT	P	-766.0	766.0
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
Grand Total						-766.0	766.0

**Financial Monitoring and Business Strategy Delivery Report
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Supplementary Estimates

SUPPLEMENTARY ESTIMATES REQUESTED THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
(blank)	Jul	(blank)	(blank)	(blank)	(blank)		
Grand Total							

MEMORANDUM

SUPPLEMENTARY ESTIMATES PREVIOUSLY REPORTED BUT NOT ACTIONED DUE TO TIMING OF DECISION AND MONTH END

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
(blank)	Jun	(blank)	(blank)	(blank)	(blank)		
Grand Total							

Financial Monitoring and Business Strategy Delivery Report
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EARMARKED RESERVES

Earmarked Reserves	2012/13				August 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	-9,671	269	8,683	8,924	-241	
Secondary	9,469	-7,246	82	2,305	2,963	-658	
Special	1,745	-880	28	893	874	19	
Sub-total schools' revenue reserves	29,299	-17,797	379	11,881	12,761	-880	Updated in line with latest academy conversions and schools budget monitoring.
School Loans	-902	-400	702	-600	-613	13	
Sub Total	28,397	-18,197	1,081	11,281	12,148	-867	
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	-18,197	1,081	11,792	12,659	-867	
<u>Self-Financing Services</u>							
Residential Centres	117	-102		15	114	-99	
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	-106	73	249	261	-12	New reserve agreed but no contribution made to date in 2012/13.
Joint Use Reserve	319			319	319	0	
Primary Traded Service	0			0	0	0	NEW RESERVE requested this month (see paragraph 43) for primary traded service within School Improvement. This service operates as a self-financing function in a similar way to Governor Services. Any surplus at year end will be placed in the reserve for use in future years.
<u>Equipment & Vehicles Reserve</u>							
Oxfordshire Rural Children's Centres	28		22	50	28	22	To be used as required in future years to maintain and replace rural children's centre vehicles over a 7 year cycle.
Youth Management Committee	291	-39		252	161	91	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	-74		5	79	-74	Contribution to proposed capital works (minor extension and alterations) taking place in 2012/13.
<u>Projects</u>							
ICT Projects	999	-985		14	0	14	Funding for Framework-i floorwalker will be spent by CEF in 2012/13 and 2013/14. The funding for the Framework I developments, Youth Offending Information System, Single Child Record project and Information Management has now been transferred to E&E as ICT will be managing these projects.
Joint Working with Police	622	-119		503	622	-119	To fund a two year project due to anticipated increase in referrals and work . Balance expected 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.
Children's Social Care				0		0	NEW RESERVE requested this month (see paragraph 11 & 43) to hold carry forwards agreed at the end of 2011/12 but not expected to be spent until 2013/14.

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EARMARKED RESERVES

Earmarked Reserves	2012/13			Balance at 31 March 2013 £000	August 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
	Balance at 1 April 2012 £000	Movement					
		Contributions from Reserve £000	Contributions to Reserve £000				
<u>Other</u>							
Foster Carer Loans	204		17	221	221	0	To meet Children's Act loans write off and interest costs in future years.
Academies Conversion Support	600	-600	331	331	331	0	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		442	442	0	442	To meet pay protection costs over next 5 years.
Early Intervention Service (EIS) Reserve : Equipment	369		15	384	344	40	(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		-23	100	77	75	2	To meet contractual costs to due in 2013/14.
TRIO & Guideposts			112	112	131	-19	To meet contractual costs to due in 2013/14.
Art Room Project				0	0	0	Self-financing project. Contribution expected to be made at year end.
Relocation Allowances			120	120	174	-54	To pay relocation allowances until 31 August 2015.
<u>Grants and contributions</u>							
Dedicated Schools Grant	4,717	-1,771	2,546	5,492	3,882	1,610	To be spent within the schools budget. Schools Forum have agreed the use of £1.771m. A report on the remaining balance was considered by Schools Forum on 6 December 2012.
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	-6,049	3,778	8,999	7,155	1,844	
CEF Directorate Total	40,178	-24,246	4,859	20,791	19,814	977	
Social & Community Services							
Older People Pooled Budget and Learning Disabilities Pooled Budget Reserve	6,238	-5,186		1,052	1,652	-600	To be used in future years as agreed by the Joint Management Group
OSJ Client Income Reserve	64			64	64	0	Reserve to provide for client income refunds
S117 Reserve	23			23	23	0	Residual balance of reserve set up in 2008/09 to cover any S117 re-assessments.
Grants & Contributions	800	-800		0	800	-800	Reserve set up in 2011/12 for the Re-ablement Service.
<u>Fire & Rescue</u>							
Securing Water Supplies	70	-70		0	70	-70	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		50	76	26	50	Renewal of Rescue equipment. £50k moved from New Dimensions Reserve as requested in paragraph 46 of the report.
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.

Financial Monitoring and Business Strategy Delivery Report
CABINET - 18 December 2012
EARMARKED RESERVES

Earmarked Reserves	Balance at 1 April 2012 £000	2012/13 Movement		Balance at 31 March 2013 £000	August 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
Fire Link Radio System	139			139	139	0	
New Dimensions	50	-50		0	50	-50	The New Dimensions Vehicles reserve was set up to provide initial funding for the insurance and other unbudgeted running costs of specialist vehicles for major emergencies transferred from the Department of Communities and Local Government to the Fire & Rescue Service. There is sufficient budget for the running costs of these vehicles so this reserve will be closed and it is proposed that the £0.050 balance should be moved to the Rescue Equipment reserve.
<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		12	19	7	12	Renewal of Trading Standards vehicles. Balance of Trading Standards reserve will be moved here.
General Reserve	15			15	15	0	To be used for costs of complex investigations (e.g. expert witnesses)
Trading Standards Reserve	12	-12		0	12	-12	Funding for trainees is no longer required and will be closed. The service are proposing to move the £0.012m balance into their vehicle reserve for future vehicle purchases.
Gypsy & Traveller Services - Site Refurbishment	128	-64		64	64	0	To be used for works at the Redbridge site.
SCS Directorate Total	9,806	-7,112	932	3,626	5,096	-1,470	
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	331	0	£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		794	2,801	2,007	794	To fund future initiatives to minimise the potential impact of Landfill Allowance Trading Scheme (LATS) fines and contract costs. As noted in paragraph 31 the budget for LATS will not be required this year and it is proposed to transfer £0.794m to the reserve to fund future contract costs)
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

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EARMARKED RESERVES

Earmarked Reserves	2012/13				August 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				
Minerals and Waste Project Asset Rationalisation			60 728	60 728	60	0 728	To fund the Minerals and Waste project NEW RESERVE requested this month (see paragraph 47). Investment fund for the implementation of the asset rationalisation strategy
Grants and Contributions - Countryside Services	193	-87		106	106	0	£193k Countryside Services Grants
<i>Oxfordshire Customer Services</i>							
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.
Grants and Contributions - CSC	64	-64		0	0	0	£64k Customer Services Centre
EE Directorate Total	12,887	-3,931	4,804	13,760	12,238	1,522	
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 management agendas
Big Society Fund	163	-163		0	0	0	Balance of the 2011/12 Big Society Fund has been used in 2012/13
<u>Corporate Finance & Internal Audit</u>							
CIPFA Trainees	58			58	58	0	This provides cover for any unbudgeted CIPFA trainee costs - pay costs fluctuate according to the qualification level that the current trainees have reached
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	537	0	This will be used for the 2013 election. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Registration Service	553			553	553	0	To be used for refurbishing the Registration buildings and facilities
Cultural Services:							
Cultural Services General	133	-52	59	140	140	0	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	60	0	To support the delivery of the library strategy
CEO Directorate Total	3,520	-1,443	529	2,606	2,606	0	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 18 December 2012
EARMARKED RESERVES

Earmarked Reserves	2012/13			Balance at 31 March 2013 £000	August 2012 Balance at 31 March 2013 £000	Change in Closing Balance Forecast £000	Commentary
	Balance at 1 April 2012 £000	Movement					
		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	1,467	1,467	2,623	-1,156	Forecast underspend at year end to be carried forward for use in 2013/14
Capital Reserve	16,942		1,000	17,942	17,942	0	Funding for the Capital Programme
Rolling Fund Reserve	578		1,068	1,646	1,646	0	Funding for the Capital Programme
Other Reserves	-1			-1	-1	0	
LABGI Reserve	435		-244	191	191	0	Balance of Local Authority Business growth Incentive grant funding. Estimated support for Local Economic Partnership in 2012/13
Budget Reserve - Agreed 2009	4,361	-1,020		3,341	3,341	0	Used to support the Medium Term Financial Plan as agreed by Council in 2009
Efficiency Reserve	10,829	-501	9,790	20,118	20,185	-67	To be used to support the Medium Term Financial Plan in future years
Prudential Borrowing Reserve	5,033		1,250	6,283	6,283	0	Funding related to the Capital Programme
Corporate Total	50,670	-9,931	14,331	55,070	56,293	-1,223	
Total	117,061	-46,663	25,455	95,853	96,047	-194	

Financial Monitoring and Business Strategy Delivery Report

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Year End Revenue Balances

Date	Forecast 2012/13 £m	£m	Budget 2012/13 £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	0.000		
Calls on balances requested in this report	0.000		
Revised Outturn position	16.693		

Consolidated Revenue Balances

Outturn 2011/12

Less forecast year end balances as at October 2012

Forecast movement on County Fund Balance

13.893
-16.693
<u>-2.800</u>

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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				
Additional grant for specific schools for specified initiatives			0.175	0.175
Adoption Improvement Grant (DfE)			0.059	0.059
Asylum UASC Fieldwork (reimbursement from Home Office)	1.243	-0.168		1.075
Dedicated Schools Grant 2012/13 Allocation	379.789	-42.371	-8.997	328.421
Intensive Interventions Programme (DfE)	0.195	0.005		0.200
Mathematics Specialist Teacher (MaST)			0.027	0.027
Music	0.704	0.027		0.731
National Citizen Service		0.184		0.184
Pupil Premium	8.689	-1.352		7.337
Pupil Premium - Summer School Grant		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	-43.612	-8.736	367.295
Unringfenced Grants				
Thriving Families - Co-ordinator funding		0.100		0.100
Thriving Families - Attachment Fee		0.842		0.842
Sub total Unringfenced Grants		0.942		0.942
Total Children, Education & Families	419.643	-42.670	-8.736	368.237
<u>Environment & Economy</u>				
Natural England	0.229			0.229
Skills Funding Agency - Adult Education	3.820			3.82
Education Funding Agency (Formerly the YPLA)		0.264		0.264
Total Environment & Economy	4.049	0.264		4.313
Total	423.692	-42.406	-8.736	372.550

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Pooled Budgets

Older People, Physical Disabilities and Equipment Pool

Original Budget £m	Latest Budget £m		Forecast Variance October 2012 £m	Forecast Variance August 2012 £m	Change in Variance £m
		Council Elements			
		Older People			
49.644	53.703	Care Homes	+2.174	+1.874	+0.300
26.968	28.852	Community Support Purchasing Budget	-1.819	-1.336	-0.483
		Transfer underspend to reserves	+0.000	+0.000	+0.000
76.612	82.555	Total Older People	0.355	0.538	-0.183
		Physical Disabilities			
2.622	2.998	Care Homes	+0.154	+0.096	+0.058
6.158	5.922	Community Support Purchasing Budget	+1.688	+1.746	-0.058
8.780	8.920	Total Physical Disabilities	+1.842	+1.842	-0.000
0.886	1.112	Equipment	+0.517	+0.366	+0.151
86.278	92.587	Total Council Elements	+2.714	+2.746	-0.032
		PCT Elements			
24.549	24.458	Older People	+3.206	+3.196	+0.010
6.331	6.625	Physical Disabilities	+0.131	+0.087	+0.044
0.308	0.832	Equipment	+0.180	+0.121	+0.059
31.188	31.915	Total PCT Elements	+3.517	+3.404	+0.113
117.466	124.502	Total Older People, Physical Disabilities and Equipment Pool	+6.231	+6.150	+0.081

Learning Disabilities Pool

Original Budget £m	Latest Budget £m		Forecast Variance October 2012 £m	Forecast Variance August 2012 £m	Change in Variance £m
		Council Elements			
50.78	49.665	Personal Budgets	-2.512	-0.844	-1.668
16.050	16.828	Other Services	+0.003	+0.001	+0.002
66.830	66.493	Total Council Elements	-2.509	-0.843	-1.666
12.346	12.424	Total PCT Elements	-0.291	-0.157	-0.134
79.176	78.917	Total Learning Disabilities Pool	-2.800	-1.000	-1.800

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October Financial Monitoring & Business Strategy Delivery Report
CABINET 18 December 2012
Treasury Management Lending List as at 30 November 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 Account	50% Pension Fund Portfolio			O/N
Lloyds TSB Bank plc - Callable Deposit Account	50% Pension Fund Portfolio			12 mths
Royal Bank of Scotland Liquidity Select Account	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 Account	5,000,000	5,000,000	a	O/N
Lloyds TSB Bank plc - Callable Deposit Account	25,000,000	25,000,000	b	12 months
Royal Bank of Scotland - Call Account	10,000,000			O/N
Svenska Handelsbanken - Call Account	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 October 2012 - Cabinet 18th December 2012
 CAPITAL PROGRAMME: 2012/13 TO 2016/17

Directorate	Latest Approved Capital Programme (Cabinet Oct 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	21,204	118,100	139,304	21,204	118,100	139,304	0	0	0	6,506	5,089	31%	55%	20,102	1,102	5%
Social & Community Services	3,645	19,285	22,930	3,645	19,285	22,930	0	0	0	1,064	1,546	29%	72%	3,041	604	20%
Environment & Economy 1 - Transport	22,530	68,999	91,529	22,289	69,285	91,574	-241	286	45	5,758	5,784	26%	52%	24,115	-1,826	-8%
Environment & Economy 2 - Other Property Development Programmes	1,708	28,295	30,003	1,708	28,295	30,003	0	0	0	314	363	18%	40%	2,314	-606	-26%
Chief Executive's Office	956	1,781	2,737	956	1,781	2,737	0	0	0	441	322	46%	80%	835	121	14%
Total Directorate Programmes	50,043	236,460	286,503	49,802	236,746	286,548	-241	286	45	14,083	13,104	28%	55%	50,407	-605	-1%
Schools Local Capital	5,107	8,966	14,073	5,107	8,966	14,073	0	0	0	3,453	0	68%	68%	5,155	-48	-1%
Earmarked Reserves	0	65,081	65,081	0	65,081	65,081	0	0	0					70	-70	-100%
OVERALL TOTAL	55,150	310,507	365,657	54,909	310,793	365,702	-241	286	45	17,536	13,104	32%	56%	55,632	-723	-1%

Financial Monitoring Report October 2012 - Cabinet 18th December 2012
CAPITAL PROGRAMME: 2012/13 TO 2016/17

In-year Expenditure Forecast Variations

Project / Programme Name	Previous 2011/2012 Forecast*	Revised 2011/2012 Forecast	Variation £'000s	Comments
	£'000s	£'000s	£'000s	
Environment & Economy - Highways & Transport Capital Programme				
Kennington & Hinksey Roundabouts	404	275	-129	Delays in construction start due to Thames Water assets discovered underneath the roundabout
Speed Limit Review	5	50	45	Project complete. £90k project contingency & savings previously returned to corporate contingencies, however late costs have now confirmed in therefore further £45k required.
Thames Towpath Reconstruction (Sonning Eye, Goring, Farmoor)	357	200	-157	
TRANSPORT TOTAL IN-YEAR VARIATION			-241	
CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION			-241	

*As approved by Cabinet

Financial Monitoring Report October 2012 - Cabinet 18th December 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
Environment & Economy - Highways & Transport Capital Programme				
Speed Limit Review	115	160	45	Project complete. £90k project contingency & savings previously returned to corporate contingencies, however late costs have now confirmed in therefore further £45k required.
TRANSPORT TOTAL PROGRAMME SIZE VARIATION			45	
CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION			45	

* As approved by Cabinet

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Division(s): N/A

CABINET – 18 DECEMBER 2012

Service & Resource Planning 2013/14 to 2016/17

Report by the Assistant Chief Executive & Chief Finance Officer

Executive Summary

This position statement on the service and resource planning process sets out:

- previously agreed additional funding and savings included in the first two years of the medium term financial plan;
- newly identified pressures; and
- an overview of the complex changes to the local government funding system being introduced from April 2013 and the uncertainty this gives over the funding position for next year and beyond.

The report does not include new savings proposals. The Cabinet will bring forward proposals to address the emerging pressures in January 2013, once the funding position is clearer.

Introduction

1. This report is the second in a series on the Service & Resource Planning process for 2013/14 to 2016/17, providing councillors with information on budget issues for 2013/14 and the medium term. The report provides information on budgetary pressures faced by the Council and gives an update on the changes to the local government funding system. The report also provides an update on government consultations and initiatives and sets out the review of charges.
2. The provisional local government finance settlement is not expected to be announced until on or around 19 December 2012 and therefore the impact of the settlement is not included in this report. An addenda setting out the implications of the Chancellor's Autumn Statement due on 5 December 2012 will be circulated prior to the meeting.
3. The following annexes are attached:

Annex 1 Previously agreed pressures and savings in the current MTFP
Annex 2 Pressures on the MTFP
Annex 3 Review of charges

Medium Term Financial Plan (MTFP) 2013/14 – 2016/17

4. The existing MTFP includes the final two years of the directorate business strategies approved by Council in February 2011. The previously agreed additional funding and savings for 2013/14 and 2014/15 included in the MTFP are set out at Annex 1 and are summarised in the following table.

	2013/14 £m	2014/15 £m	Total £m
Additional Funding¹			
Children, Education & Families	-0.1	-0.6	-0.7
Social & Community Services	4.7	5.7	10.4
Environment & Economy	5.0	1.3	6.3
Chief Executive's Office		-0.2	-0.2
Corporate			0.0
Total Additional Funding	9.6	6.2	15.8
Savings			
Children, Education & Families	-1.2	-1.1	-2.3
Social & Community Services	-6.6	-7.1	-13.7
Environment & Economy	-7.9	-3.9	-11.8
Chief Executive's Office	-0.7	-0.2	-0.9
Corporate	-0.1	1.6	1.5
Total Savings	-16.5	-10.7	-27.2
Previously Agreed Budget Changes	-6.9	-4.5	-11.4

Pressures on the MTFP

5. There are pressures on the MTFP coming from a number of areas – new pressures identified by directorates as well as corporate pressures. The corporate pressures arise from taxbase changes as well as a shortfall in funding already included in the later years of the MTFP reflecting anticipated cuts in formula grant beyond 2014/15. The known pressures to date are set out in Annex 2 and are summarised in the table overleaf.
6. These pressures will need to be addressed as part of the council tax setting process and taken into consideration in the Cabinet's budget proposals.

¹ Where a negative is shown this relates to previous years' one-off funding falling out

	2013/14 £m	2014/15 £m	2015/16 £m	2016/17 £m	Total £m
Corporate	0.5	0.5	15.1	2.2	18.3
Children, Education & Families	1.5				1.5
Social & Community Services	10.3	1.7	-2.6		9.4
Environment & Economy	2.2	2.2	-2.0	-0.1	2.3
Chief Executive's Office					0.0
Total Pressures	14.5	4.4	10.5	2.1	31.5
Pressure from council tax referendum threshold	5.1	0.2	0.2	0.3	5.8
Further pressure from freezing council tax	3.1	0.2	3.1	0.3	6.7

7. More detail on the corporate pressures and pressures on the level of council tax are given in the following paragraphs.

Council Tax Base

8. The taxbase represents the number of properties council tax can be collected from. The existing MTFP assumes a taxbase of 246,757 for 2013/14, based on an increase of 0.75% from 2012/13.
9. The government's scheme to localise council tax support will change the way support is provided – people will get a discount on their council tax bill rather than benefit being deducted from their gross council tax bill. The effect of giving discounts is to reduce the council taxbase. The County Council will receive council tax support grant to help offset the reduction in the council taxbase.
10. The government has stated that a 10% saving is expected with the introduction of the new scheme and it is anticipated that the grant will not fully meet the costs of the scheme. The County Council has explored with the District Councils ways of reducing the budget pressure. The District Councils are considering amending discounts/exemptions on certain classes of properties, such as discounts on second homes. The effect of reducing these discounts/exemptions is to increase the council taxbase and therefore increase the income to the council.
11. On 16 October 2012 the government announced a one-off grant to help authorities develop their council tax support schemes. The schemes put forward by the District Councils qualify for the grant, which means the County Council is eligible to receive £0.6m of one-off funding. Once the transition grant falls out in 2014/15 and with an expectation that the number of claimants may rise in the future, it is currently estimated that there will be an on-going pressure of £0.5m a year.

12. The following table sets out the latest estimate of the County Council's taxbase for 2013/14 taking into account the changes outlined above.

	Taxbase
2012/13 taxbase	244,920
0.75% increase assumed in MTFP	1,837
Estimated taxbase per MTFP	246,757
Reduction due to localisation of council tax support	-21,720
Increase due to amendment of discounts/exemptions	2,518
Estimated revised taxbase	227,555

13. The reduction in taxbase from the new support scheme means that a 1% increase in council tax generates £0.2m less precept income than the taxbase assumed in the MTFP. Growth in the number of properties and/or changes to collection rates could also have an impact on the final taxbase, which will not be known until late January 2013. For planning purposes a £0.5m on-going pressure is currently assumed for these taxbase changes.

Council tax level

14. The existing MTFP includes an increase in the Band D council tax of 3.75% in each of the years 2013/14 to 2016/17.
15. On 8 October 2012 the Chancellor announced the government's intention to lower the threshold at which a referendum on council tax increases can be triggered to 2%. If an authority proposes to increase its council tax by more than 2% compared to 2012/13, it will be required to subject this decision to a binding referendum. In 2012/13 the threshold was set at 3.5%. The details will be formally announced as part of the provisional local government finance settlement in December 2012. The difference between a 2% increase in 2013/14 and the 3.75% set out in the existing MTFP would result in an on-going pressure of £5.8m.
16. At the same time as proposing the referendum threshold, the Chancellor announced support for local authorities to freeze council tax. If an authority sets its Band D council tax for 2013/14 at the same (or lower) level than the 2012/13 amount the authority will receive a 2-year grant equivalent to a 1% increase in the 2012/13 amount. The indicative grant is £2.6m for each of 2013/14 and 2014/15. As the grant is only for two years if taken it would need to be replaced on an on-going basis from 2015/16, resulting in an a pressure of £6.7m in addition to the amount set out in paragraph 15.
17. The Cabinet will need to form a view on the council tax level for 2013/14 in proposing their budget on 29 January 2013.

Business Rates Retention Scheme

18. Alongside the emerging pressures outlined above is the uncertainty over the amount of funding the County Council will receive through the new business rates retention scheme.

19. The existing MTFP assumes £103.0m of formula grant in 2013/14 (excluding £7.1m of 2011/12 council tax freeze grant), a reduction of £5.2m compared to 2012/13.
20. From April 2013 the current formula grant system is being replaced by the business rates retention scheme. Under the new scheme business rates will be split between a 50% local share (retained by local government) and a 50% central share (returned to central government). The County Council will receive an element of its general funding from the local share of business rates and the remainder from revenue support grant (RSG). The authority's formula funding will be based on an amount calculated using the formula grant methodology, adjusted for the transfer out of local authority central services equivalent grant (LACSEG)². Grants transferring in to the business rates retention scheme will be added to this amount to give the authority's start-up funding assessment. Illustrative figures for the start-up funding assessment provided by the Department for Communities and Local Government are set out in the table below.

	£m
Formula grant scaled to 2013/14 spending control totals	102.0
Less: LACSEG	-14.0
Formula funding	88.0
Add specific grants transferring in:	
2011/12 council tax freeze grant	7.1
Council tax support grant	23.1
Early intervention grant	17.0
Learning disability & health reform grant	20.2
Lead local flood authorities grant	0.2
Total grants transferring in	67.6
Start-up funding assessment	155.6

21. The LACSEG removed from formula grant is being replaced by a new education grant that will be paid to local authorities and academies on a per pupil basis. Local authorities will receive an allocation for all pupils in maintained schools plus an amount for functions that will remain local authority responsibilities (e.g. Director for Children's Services). Both the amount removed from formula grant and the amount returned as education grant will be based on pupil census data. The provisional finance settlement will be based on the January 2012 pupil count. This will be updated in the final settlement for the October 2012 pupil count.
22. The early intervention grant is currently an un-ringfenced grant. This is being transferred into the start-up funding, although it will exclude an amount being transferred to the dedicated schools grant to fund new duties to provide free education for 2 year olds from lower income households plus an amount to be retained centrally by government for future use in funding early

² The LACSEG adjustment represents an amount within formula grant for central services received by local authority maintained schools

intervention and children's services. Indicative allocations at a national level indicate a 27% reduction in funding for the amount being transferred into the start-up funding. This represents around £6.4m for Oxfordshire. Heavy lobbying has taken place regarding the possible reduction in funding. It will not be clear until the draft settlement what the actual funding will be.

23. It should be noted that the CLG figures are only illustrative at this stage as changes to formula grant data/methodology and the basis for transferring grants in/out of the scheme are still to be confirmed. Changes to the methodology and/or basis of transfers could have a significant impact on the start-up funding assessment, leading to considerable uncertainty over the amount of funding the County Council will receive in the provisional finance settlement. Any differences between existing specific grants removed and the amounts added in to the start-up funding assessment and the amount of LACSEG removed and the new education grant would result in a pressure on the MTFP. Until the provisional settlement is announced the extent of this pressure is unknown, but could be of the order of £5m.
24. The start-up funding assessment will be split between the authority's business rates funding baseline and the element to be met from RSG. Modelling suggests that this will be approximately a 40%/60% split. In future years the business rates funding baseline will increase with the Retail Price Index, however the RSG element will reduce in line with government spending plans.
25. The business rates funding baseline will determine how much the County Council will receive from business rates. As the County Council will only receive 10% of the business rates in Oxfordshire (with 50% going to the government and 40% to the District Councils), the difference between this sum and the funding baseline will be provided by a 'top-up' amount. The business rates funding baseline, top-up and RSG will be notified in the provisional finance settlement.
26. The County Council's actual share of business rates for 2013/14 will depend on the amounts collected by the District Councils. The District Councils are due to provide provisional forecasts in late December 2012.

Inflation

27. The existing MTFP allows for 2.5% pay inflation, 2.0% for non-pay, 3.0% on specific contracts and 2% on income. In the 2011 Autumn Statement the Chancellor announced a 1% cap on public sector pay for 2013/14 and 2014/15. However, he also announced that departmental budgets will reduce accordingly, meaning that the reduced cost to the County Council is expected to be offset by reductions in government funding.
28. In September 2012 the Consumer Price Index (CPI) was 2.2% and the Retail Price Index (RPI) was 2.6%, significantly lower than the corresponding rates in the previous September (5.2% and 5.6% respectively). The September rates are used nationally for a number of increases including business rates and pensions. Although both price

indices increased in October 2012 the main upward pressure came from university tuition fees and has no impact on the County Council. The Bank of England continues to predict that CPI will fall back to 2% in the long run.

29. In view of the proposed cap on public sector pay, it is proposed that provision for pay inflation for 2013/14 and 2014/15 is reduced to 1%. In addition, it is proposed that no provision is made for non-pay inflation in 2013/14 and 2014/15, with directorates absorbing any pressure arising. Taken together these changes to allowances for inflation are expected to generate on-going savings of £3.5m in 2013/14 and a further £3.5m in 2014/15. It is not proposed to change the allowance for contract inflation or income in the MTFP.

Service & Resource Planning process 2013/14 – 2016/17

30. Challenge sessions took place in late October 2012. Directorates were asked to review their plans for delivering the savings in the 3rd and 4th years of the business strategies and put forward proposals for managing any newly identified pressures.
31. The lateness of the Chancellor's Autumn Statement (due 5 December 2012) has pushed back the expected date of the provisional local government finance settlement to 19 December at the earliest. In view of this the Scrutiny Committee meetings to consider the detailed budget proposals have been scheduled for 10 January 2013. A briefing session will be held on 4 January 2013 to provide Members with an update on the provisional finance settlement and an overview of the Scrutiny Committee papers. The papers will set out the latest position on pressures and proposed savings, together with updated business strategies.
32. The Cabinet will propose its budget on 29 January 2013. There will be a briefing for Members on the budget proposals on 24 January 2013.
33. The final local government finance settlement is expected to be announced in late January/early February 2013. The Council will meet to set the council tax on 19 February 2013.

Review of Charges

34. As part of the work being undertaken to update business strategies, service managers have reviewed their charges. Annex 3a sets out the County Council's charging policy and an analysis of the changes in income. The proposed charges are set out in detail in Annex 3b and the Library Service concession matrix at 3c.

Government Announcements and Consultations

35. A number of government consultations and other initiatives were set out in the report to Cabinet on 18 September 2012. These will have implications for the County Council in 2013/14 or later years. These included:
- Business Rates Retention Scheme
 - Localisation of Council Tax Support
 - Pensions
 - Local Authority Central Services Equivalent Grant (LACSEG)
 - National Schools Funding Formula
 - Public Health
 - Social Care White Paper
 - Independent Living Fund
 - Local Welfare Assistance
 - Healthwatch and NHS independent advocacy services
 - Police and Crime Commissioners
36. Since the September 2012 report further consultations and announcements have been made which have financial implications for the County Council. These are set out below.

Remand of Children

37. On 21 September 2012 the Ministry of Justice published a consultation 'The New Remand Framework for Children: Allocation of New Burdens Funding to Local Authorities', which seeks views on the devolution of financial responsibility to local authorities for children placed in secure remand from April 2013. The consultation closed on the 16 November 2012. The proposed funding allocation for the County Council under the new arrangement is £0.171m.

Business Rates Retention Scheme

38. The government issued draft regulations covering the detailed operational aspects of the business rate retention scheme for consultation on 25 October 2012, with a closing date of 23 November 2012. These regulations mirrored previous details provided in the summer consultation document.
39. On 21 November the government made a policy statement on business rates retention. The key elements announced were: a limit on the levy on disproportionate growth to 50p in the pound; confirmation that the safety net would be set at 7.5% below the funding baseline, the most generous level previously proposed; confirmation of the 80% district councils/20% county councils split in the local share of business rates in two-tier areas; a limit to the funding held back for New Homes Bonus payments in 2013/14 and 2104/15; a change to the basis of calculating authorities' proportionate shares of the national business rates total to only using the last two years' data instead of five and a reduction in the estimated national rates total to allow more for appeals – these impact on baseline funding positions.

40. The changes announced, in particular the imposition of a maximum levy and changes to proportionate shares, have implications for the pooling arrangement proposed for the County Council and District Councils. Further work is being undertaken to assess whether there remains a benefit to forming a business rate pool. The government has recognised this and has extended the deadline for confirming arrangements.

Autumn Statement

41. The Chancellor is due to publish his Autumn Statement on 5 December 2012. An addendum will be produced setting out the main features of the statement and any known implications for the County Council's financial position.

Strategic Measures, reserves and balances

Strategic Measures

42. The Treasury Management Strategy Statement and the Annual Investment Strategy for 2013/14 will be finalised once the local government finance settlement is confirmed. From April 2011 the government replaced the "credit approval" system, providing resources to support capital investment as grant rather than borrowing consent. The 2012/13 Treasury Management Strategy Statement was updated to reflect this change – as a result there are no plans to borrow externally and internal borrowing will be used to finance prudential schemes. This position will be reviewed after capital funding for 2013/14 has been announced. The statement will also set out the forecast Bank Rate, along with forecast of interest rates to be achieved on investments over the medium term. The forecasts for the cost of borrowing and the amount of income expected from investments will be reflected in the Strategic Measures budget for 2013/14 and over the medium term.

Reserves

43. Forecast reserves totalling £95.8m as at 31 March 2013 are set out in Annex 3 of the 2012/13 Financial Monitoring & Business Strategy Delivery Report (elsewhere on this agenda). £11.9m relates to school balances – during the year it is anticipated that £5.9m of school balances will be transferred to schools which have converted to academies. £55.1m are corporate reserves, including the Efficiency Reserve and Capital Reserve. The level and use of these reserves is being reviewed and will be updated for the Service & Resource Planning report in January 2013.

Balances

44. The County Council's policy is to maintain balances at a level commensurate with identified risks. The forecast balances over the medium term in the current MTFP are set out overleaf.

	2012/13 £m	2013/14 £m	2014/15 £m	2015/16 £m
Estimated balances at start of year	13.7	14.5	15.5	16.5
Budgeted change in balances	2.8	3.0	3.0	2.0
Total balances at start of year	16.5	17.5	18.5	18.5
Estimated use of balances	-2.0	-2.0	-2.0	-2.0
Estimated balances at end of year	14.5	15.5	16.5	16.5

45. Balances at the end of 2011/12 were in line with the estimated position per the MTFP and there have been no calls on balances to date in 2012/13, although the recent flooding may result in some use of balances before the end of the financial year. The position will be updated for the January 2013 Service & Resource Planning report to take into account the proposals to balance the budget over the medium term and the uncertainty of future funding levels under the business rates retention scheme.

Capital Programme

Capital Strategy

46. The Council's capital strategy sets out prioritisation principles for capital investment and provides the framework for determining capital spending plans and the effective use of the limited capital resources. An update to the capital strategy will be reported to Cabinet in January 2013, along with updated corporate asset management and transport asset management plans.

Future Devolved Governance

47. In September 2012 the Department for Transport set out detailed proposals for devolving funding for local major transport schemes to local transport bodies (LTBs) from 2015. LTBs will be voluntary partnerships between local authorities, local enterprise partnerships (LEPs) and other stakeholder organisations. Their primary role will be to decide which investments should be prioritised, to review and approve individual business cases for those investments, and to ensure effective delivery of the local major schemes programme. Further details will be reported to Cabinet at a later date.
48. In October 2012 the government announced a second wave of City Deals. Twenty cities and their wider areas, including Oxford and Central Oxfordshire, have been invited to compete for deals that would see government devolve powers in exchange for responsibility for delivering growth locally. Further details are provided in the report Future Devolved Governance: City Deals, elsewhere on this agenda.
49. These two initiatives are likely to have an impact on the Council's capital programme and on the capital governance arrangements.

Capital Resources

50. The following table shows the resources that are available to be allocated to new schemes in the capital programme up to 2016/17.

Additional Flexible Funding:	£m
Additional Basic Needs Settlement	5.5
Additional Capital Receipts	4.0
Earmarked Reserves for Capital Budget Setting	12.0
Total Flexible Resources	21.5

51. Pressures on capital resources include schools basic need and the east/west rail project as set out below.
52. The number on roll at Oxfordshire's primary schools rose by 886 (1.9%) from May 2011 to May 2012, faster than the 1.3% increase in the previous year. For reception age alone, numbers have grown by over 3%. The additional pupil place requirement for basic need is currently estimated to be 1,145 places. The budget requirement at this stage is estimated to be £13m.
53. Delivery of East/West Rail will require construction of new road bridge(s) where there are existing level crossings – the higher level of rail traffic will mean that level crossings will no longer be acceptable on grounds of safety risk and inconvenience to local traffic. Government funding for East/West Rail was dependent upon the consortium securing a local contribution of around £30m, with best endeavours to secure an additional £20m – this figure needs to be secured from local partners along the length of the project (5 local transport authorities) and over the course of what is anticipated to be a 15-20 year franchise. The mechanism for securing a local contribution is currently the subject of discussion. Based on a population distribution, the contribution from Oxfordshire could be up to £10m or £0.660m per year (assuming a £50m total contribution).
54. The Cabinet will need to consider these and other pressures when allocating the available flexible resources in the proposed capital programme in January 2013.

Consultation

55. Consultation with residents is part of the budget setting process and views expressed in the residents' survey (Oxfordshire Voice Citizens' Panel) are taken into account. The survey asks panel members about their service priorities and includes general questions about the council's finances.
56. In addition to this, the County Council also carries out detailed consultation exercises to support service change policy decisions, where it is considered appropriate to do so. Examples of these include the consultation on the proposed introduction of charges for long-stay use of Thornhill and Water Eaton Park & Ride sites and the consultation on the proposed charges to day and resource centres.

57. Information about the consultation exercises used to support budget setting and individual policy decisions can be found on the County Council's [consultation portal](#) on our website.
58. There is also an opportunity to comment on the budget proposals via the County Council's website. The consultation is open from 4 January 2013 to 1 February 2013 and the views expressed will be taken into consideration in the budget proposed to Council and will be shared with all councillors in advance of the Council meeting on 19 February 2013.

Equality and Inclusion Implications

59. The Equality Act 2010 imposes a duty on local authorities that, when making decisions of a strategic nature, decision makers must exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.' Oxfordshire's Equality Policy 2012-2017 sets out how the Council is approaching its responsibilities for ensuring that all residents in Oxfordshire have fair access to services and equal life chances.
60. It also ensures we are compliant with legislation by setting our equality objectives for the next four years, and includes specific actions we will take to build on current achievements and address areas where improvements are needed in our performance.
61. As part of the service and resource planning process for 2013/14, the Council will produce a general assessment of the impact of the budget on customers ahead of the budget being set in February 2013. This document will set out the principles that are being followed, identify the main risks to vulnerable groups and establish what actions would be taken to prevent these risks. All significant changes to the budget are to receive an impact assessment to identify potential risk in advance of the budget being set. Further work will be undertaken on a number of these assessments as the details of how proposals will be implemented becomes clearer and as feedback is received from consultations. These Service and Community Impact Assessments (SCIAs) will form part of the budget papers to be considered by Scrutiny Committees in their meetings on the 10 January.

Financial and Legal Implications

62. This report is mostly concerned with finance and the implications are set out in the main body of the report.
63. The Local Government Finance Act 2012 which introduces the business rates retention scheme received Royal Assent on 1 November 2012. The government's consultation on the draft regulations that underpin the new scheme closed on 23 November 2012. The outcome of the consultation is not yet known, however it is expected that the regulations will be in place before the Council is required to set the council tax requirement in February 2013.

RECOMMENDATION

64. **The Cabinet is RECOMMENDED to:**
- (a) Note the report and that an addenda will be produced following the announcement of the Chancellor's Autumn Statement;**
 - (b) Consider, in forming their budget proposals, the council tax referendum threshold announced by the Chancellor;**
 - (c) Consider, in forming their budget proposals, the implications in future years of accepting the Council Tax Freeze Grant in 2013/14;**
 - (d) Consider, in forming their budget proposals, the revised inflation assumptions set out in paragraph 29;**
 - (e) In relation to the review of charges:**
 - 1) Note those charges prescribed by legislation;**
 - 2) Approve those charges where there is local discretion as set out in Annex 3 noting that some of these charges will commence before April 2013.**

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Background papers: Nil

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December 2012

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Summary

Annex 1

Additional Funding	2013/14 £m	2014/15 £m	Total £m
Children, Education & Families	-0.090	-0.590	-0.680
Social & Community Services	4.702	5.710	10.412
Environment & Economy	4.962	1.328	6.290
Chief Executive's Office	0.054	-0.245	-0.191
Corporate			0.000
Total Additional Funding	9.628	6.203	15.831

Savings	2013/14 £m	2014/15 £m	Total £m
Children, Education & Families	-1.257	-1.072	-2.329
Social & Community Services	-6.598	-7.117	-13.715
Environment & Economy	-7.904	-3.903	-11.807
Chief Executive's Office	-0.672	-0.188	-0.860
Corporate	-0.140	1.605	1.465
Total Savings	-16.571	-10.675	-27.246

Additional Funding

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
CEF1	<u>Cross Directorate</u> Removal of one - off funding for training and staff development towards new ways of working following the restructuring of the Directorate.	-0.200		-0.200
	Total Funding Cross Directorate	-0.200	0.000	-0.200
CYPFP1	<u>Education & Early Intervention</u> Increased numbers of Learning Difficulties & Disabilities (LDD) children and young people arriving in county especially with Autistic Spectrum Conditions preventing the achievement of recoupment/income targets and adding to local pressures	0.010	0.010	0.020
CYPFP2	Placements	-0.100		-0.100
CYPFP4	Southwark Judgement. In May 2009, the Court of Appeal issued the Southwark Judgement which has significant implications for the way children's services are delivered to homeless 16 and 17 year olds. The Judgement extends Local Authorities' duty of care for this group	0.200	0.200	0.400
13CEF10	Troubled Families - funding to support Government Initiative.		-0.800	-0.800
	Total Funding Education & Early Intervention	0.110	-0.590	-0.480
	Total Funding - CE&F	-0.090	-0.590	-0.680

Savings

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
T&Cs	<u>Cross Directorate</u> Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14.	0.428		0.428
	Total Savings Cross Directorate	0.428	0.000	0.428
CEF10	<u>Education and Early Intervention</u> Early Years & Children's Centres	-0.500	-0.500	-1.000
CEF15	School Improvement - reduce in line with national changes	-0.118	-0.352	-0.470
CEF16	Outdoor Education Centres - move to self financing model	-0.100	-0.100	-0.200
CEF17	Equality and Diversity Achievement Service reduction	-0.050		-0.050
CEF21	Home to School Transport saving are being achieved earlier than planned in the existing MTFP.	-0.200		-0.200
SC14	Music Service Change Programme - including the raising of fees and charges, increasing administrative efficiency and restructuring the service delivery	-0.100		-0.100
T&Cs	Music Service - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14.	0.018		0.018
13CEF7	Connexions - Reduce central support as responsibility for all age careers service moves to schools	-0.250		-0.250
13CEF11	Underperforming School Leaders - accelerate the pace of improvement in School Leadership.	-0.060	-0.120	-0.180
13CEF9	Children's Centres - Protect services and reach to families provided by the county's 44 children's centres whilst making modest savings from eradicating duplication, sharing best practice and exploring innovative management and administrative solutions.	-0.325		-0.325
	Total Savings Education & Early Intervention	-1.685	-1.072	-2.757
	Total Savings - CE&F	-1.257	-1.072	-2.329
	Total CEF Savings and Pressures	-1.347	-1.662	-3.009

Reconciliation to the Budget Book

	2013/14 £m	2014/15 £m	Total £m
Previously Agreed Pressures	-0.090	0.210	0.120
Previously Agreed Savings	-1.322	-1.197	-2.519
Changes to the Business Strategy	0.065	-0.675	-0.610
Total	-1.347	-1.662	-3.009

Additional Funding

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	<u>Adult Social Care</u>			
SCP16	Continuing Care - Reduction in additional activity as a result of improvement in the assessment and use of evidence to agree continuing health care eligibility under the national framework policy (Variation to previous year's plans)	-0.300	-0.200	-0.500
09SC9	Young people transferring to the service requiring equipment and adaptations	0.010		0.010
09SC10	Increasing levels of dependency of clients requires more expensive specialist equipment	0.010		0.010
09SC17	Independent Safeguarding Authority - Cost of implementing new registration requirements for all people working with vulnerable adults	0.001		0.001
SCP17	Extra Care Housing (ECH) - additional funding for night care workers (Subject to capital funding for projects)	0.018		0.018
SCP18	Cost of Prudential Borrowing - (capital) for extra care housing schemes	0.011		0.011
09SC81	Adults Demography - more people are living longer putting increasing pressure on budgets; this reflects the national situation	1.765		1.765
SCP19	Future Demography - Older People - more people are living longer putting increasing pressure on budgets; this reflects the national situation		2.342	2.342
09SC48	Demographic pressures - numbers of people with learning disabilities are increasing due to longer life expectancy and people with complex physical and health needs surviving into adulthood. Both these factors mean that not only are numbers rising, but the amount of care and support individuals need is increasing	1.005		1.005
09SC49	Prudential borrowing costs associated with the supported accommodation project	-0.002		-0.002
09SC50	Supporting People - reducing Supporting People contribution as agreed by the Supporting People Commissioning Body	0.407		0.407
SCP28	Home Farm Trust are in the process of de-registering their care homes. Under the procedures laid down nationally, the cost of their care transfers over a number of years from the authorities who originally placed them with Home Farm Trust to Oxfordshire, as they become formally residents of Oxfordshire	0.560		0.560
SCP30	Future Demography - numbers of people with learning disabilities are increasing due to longer life expectancy and people with complex physical and health needs surviving into adulthood. Both these factors mean that not only are numbers rising, but the amount of care and support individuals need is increasing		2.900	2.900
S3	Demography Increase - Older People - more people are living longer putting increasing pressure on budgets; this reflects the national situation	0.131	0.105	0.236
S31	Demographic pressures - due to improvements in healthcare there are more people with complex needs who are living longer putting increasing pressure on budgets; this reflects the national situation. In addition, the number of students with support needs arriving in Oxfordshire to study are increasing. This will be spent on external home support	0.164	0.164	0.328
S18	Additional demography - The calculation for demographic pressures for adults with a physical disability and or brain injury is below those forecast elsewhere and needs to be increased in line with the national average. A further element reflects an adjustment to demographic funding provided in the past.	0.206	0.206	0.412
13SCS2	Learning Disabilities - Funding of Further Education - effect of change in national policy	0.080		0.080
S14	Change to Independent Living Fund policy impacting on local authorities (Older People, Physical Disabilities and Learning Disabilities)	0.175	0.175	0.350
S15	The Autism Act 2009 and subsequent statutory guidance requires local authorities and the NHS to seek to improve services for adults with autism, their families and carers. Further investment will be needed to meet the potential demands particularly of the needs of people at the higher end of the autistic spectrum and ensure a robust pathway exists.	0.100		0.100
13SCS1	Cost of borrowing to fund replacement ICT system for Adult Social Care to improve efficiency	0.054	0.018	0.072
	Total Funding Adult Social Care	4.395	5.710	10.105
	<u>Fire and Rescue</u>			
CSP1	Fire & Rescue - Re-direct 09CS5 (Bicester) to CSP1	0.307		0.307
	Total Funding Fire and Rescue Service	0.307	0.000	0.307
	Total Funding - S&CS	4.702	5.710	10.412

Savings

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
SC38	<u>Adult Social Care</u> Net savings from the Care Homes for Older People project having taken account of the costs of prudential borrowing (HOPS project phase 1 new build)	-0.002	-0.003	-0.005
S4	Review of Oxfordshire Care Partnership - the Council is working with the Oxfordshire Care Partnership to explore ways of meeting long term care needs in a way which reduces the cost of providing services and leads to developments to achieve efficiencies	-1.737	-0.884	-2.621
S39	£1m of expenditure on the Homes for Older People programme will be funded by other capital resources rather than prudential borrowing resulting in a saving on the borrowing costs for the directorate	0.002	0.002	0.004
09SC14	Occupational Therapy - The optional national retail model will be replaced in Oxfordshire by developing a local retail model of equipment provision	-0.100		-0.100
SC22	A review of the servicing and maintenance of stairlifts, steplifts and through floor lifts	-0.013	-0.013	-0.026
SC24	One off costs to support secondment of Occupational Therapists to housing (contributions from District Councils) fall out by 2013/14	-0.018		-0.018
S5	Rephasing of Community Transport Saving originally agreed as £1.3m per annum from 2012/13.	-0.300	-0.100	-0.400
S6	Limit Contract Inflation - work to keep costs of contracted services down by expecting providers to make efficiency savings in the costs of providing their services	-1.869	-1.925	-3.794
S7	Older People - Savings from the Resource Allocation System - the Resource Allocation System (RAS) allocates personal budgets to service users. Efficiencies from the move to Self Directed Support and Personal Budgets will result in more efficient delivery of care	-0.476	-0.391	-0.867
S8	Care Home Placement Reduction - potential savings from reducing the number of older people admitted to care homes and providing alternative services for people in their own homes. This will provide better outcomes for people as well as achieving efficiencies for the council	-0.547	-0.490	-1.037
T&Cs	Adult Social Care - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.296		0.296
T&Cs	Adult Social Care - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.034		0.034
S19	Physical Disabilities - Savings from Resource Allocation System - the Resource Allocation System (RAS) allocates personal budgets to service users. Efficiencies from the move to Self Directed Support and Personal Budgets will result in more efficient delivery of care	-0.119	-0.098	-0.217
S9	Reduction in demographic pressures for Learning Disabilities - the predicted increase in funding for demography from previous years is slightly less than anticipated	1.118	-0.801	0.317
S10	Deregistration of Home Farm Trust residential services - this cost was originally included in the medium term plan agreed by the County Council in February 2010. The cost have changed slightly to reflect new information on when the costs will come into effect	0.344		0.344
SC71	Review of Internal Learning Disability Service - The plan to reduce funding to the internal supported living and day services by £1m over two years has partly been achieved through a management restructure. The remaining savings will now be achieved over three years through purchasing the service from external providers to enable the service to be provided more efficiently.	-0.250	-0.250	-0.500
S16	Savings from Learning Disabilities Resource Allocation System - the Resource Allocation System (RAS) allocates personal budgets to service users. Efficiencies from the move to Self Directed Support and Personal Budgets will result in more efficient delivery of care. We therefore aim to reduce people's personal budgets by approximately 12% over 4 years. Proposals are aimed at reducing reliance on paid services and reducing unit costs of services through a wide range of activities so that people continue to be able to meet their eligible needs within the reducing budget	-1.300	-1.300	-2.600
S17	Learning Disabilities - Limit Contract Inflation - work to keep costs of contracted services down by expecting providers to make efficiency savings in the costs of providing their services	-0.288	-0.309	-0.597

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
T&Cs	Learning Disabilities - Changes in Terms & Conditions - Freeze Increments & reduction in mileage rate	0.103		0.103
09SC46	Move to Supported Living (housing with support model) - savings to be achieved through moving to supported living where service users can live more independently and access housing benefit	-0.010		-0.010
S20	Potential savings from Oxfordshire & Buckinghamshire Mental Health service workforce as a result of the introduction of self directed support	-0.050	-0.050	-0.100
S21	As part of the mental health strategy we will offer self directed support to eligible people that supports greater independence and self-management of care within a recovery pathway	-0.024		-0.024
S22	Keeping People Well - further efficiencies from 2012/13 - the creation of a pathway in day services that both prevents people becoming so unwell that they need to use adult social care services and promotes recovery so that people can self-manage their own care in the wider community	0.000	-0.150	-0.150
S23	Support to Independent Living - this will be managed by the creation of a housing pathway that supports people to move through from hospital to supported living to independent accommodation and makes the most efficient use of resources. The pathway pools adult social care, health and Supporting People investment in housing for people with mental health problems	-0.133	-0.134	-0.267
T&Cs	Mental Health - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.001		0.001
S31	The need for staff directly employed by the council is reduced as more people take up the option to arrange and purchase their own care through a personal budget	-0.025	-0.051	-0.076
S32	Staff reductions due to streamlined processes resulting from the implementation of the new Adult Social Care ICT system	-0.054	-0.018	-0.072
S33	Potential savings by limiting contract inflation - work to keep costs of contracted services down by expecting providers to make efficiency savings in the costs of providing their services	-0.050	-0.052	-0.102
SC80	Restructuring of contracts team	-0.025		-0.025
S38	Supporting People - continued reduction in government grant as previously planned to be delivered through more efficient contracts	-0.730		-0.730
T&Cs	Quality & Compliance - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.045		0.045
S24	Independent Safeguarding Authority - Cost of implementing new registration requirements (no longer required as change of government policy)	-0.001		-0.001
	Total Savings Adult Social Care	-6.178	-7.017	-13.195
	<u>Fire and Rescue & Emergency Planning</u>			
CSP1	Re-direct 09CS5 (Bicester) to CSP1 (Watch Managers)	-0.305		-0.305
12CS3b	Further outcome of Service review linked to movement into Social & Community Services Directorate - removal of one post	-0.041		-0.041
12CS3c	Savings from more effective procurement (including regional and sub regional initiatives)	-0.020		-0.020
T&Cs	Fire & Rescue - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.022		0.022
09CS1	Emergency Planning - Renegotiation of external contracts	-0.004		-0.004
T&Cs	Emergency Planning - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.002		0.002
	Total Savings Fire and Rescue & Emergency Planning	-0.346	0.000	-0.346
	<u>Community Safety</u>			
T&Cs	Safer Communities - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.001		0.001
T&Cs	Gypsy & Travellers - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.007		0.007
12CS19	Further savings to be achieved either through adopting an alternate model for provision of a Trading Standards Service (subject to options appraisal and approval) or through further reductions to be identified	-0.100	-0.100	-0.200
T&Cs	Trading Standards - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.018		0.018
	Total Savings Community Safety	-0.074	-0.100	-0.174
	Total Savings - S&CS	-6.598	-7.117	-13.715
	Total SCS Savings and Pressures	-1.896	-1.407	-3.303

Reconciliation to the Budget Book

	2013/14 £m	2014/15 £m	Total £m
Previously Agreed Pressures	4.394	5.503	9.897
Previously Agreed Savings	-4.960	-6.799	-11.759
Changes to the Business Strategy	-1.779	-0.254	-2.033
Total	-2.345	-1.550	-3.895
Remove Cultural Services (Transferred to CEO)	-0.449	-0.143	-0.592
Revised Total	-1.896	-1.407	-3.303

Additional Funding

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	<u>Highways and Transport</u>			
				0.000
09EE1	Public Transport Contract Inflation	0.351		0.351
EEP1	On - Street Parking Account - adjustments to bring into balance	0.250		0.250
EEP2	Parking Account to generate surplus to redistribute	-0.225	0.025	-0.200
08EE4	Oxfordshire Highways Contract Inflation	0.528		0.528
EE13	Flood and extreme weather pressure	0.250	0.336	0.586
EE70	2012 Olympics - Transport Management (one off cost removed again in 2013/14)	-0.070		-0.070
				0.000
	Total Funding Highways and Transport	1.084	0.361	1.445
	<u>Growth and Infrastructure</u>			
Waste	Landfill Allowance Trading Scheme (LATS) purchase/fines as per previous tonnage & market assumptions	-1.788	0.144	-1.644
Waste	Landfill Tax increases £8 per tonne increase	1.500		1.500
Waste	LATS & Landfill Tax Adjustment	3.681	1.456	5.137
09EE26	One off funding - pressures around the delivery of a robust Minerals & Waste Framework	-0.020		-0.020
09EE41	Repairs & Maintenance inflation	0.020		0.020
EEP16	Rent & Service Charges	0.052		0.052
EEP21	Pressure arising from changes from the original Better Offices Programme business case.	0.320		0.320
EE35	Waste Treatment Procurement - Delay in operational implementation of Energy from Waste Facility.	0.978	-0.978	0.000
EE36	Assumed impact of loss of Local Authority Business Growth Incentives grant funding.	0.000	0.050	0.050
EE39	Carbon Reduction pressures due to change in government policy	0.053	0.045	0.098
EE41	Carbon Reduction Tax (street lighting and non - school properties)	0.073	0.073	0.146
EE65	Short term Pump Priming investment to deliver reduction in the number of council properties. Total budget of £0.928m (£0.500m was provided in 2011/12) will be removed in 2013/14.	-0.928		-0.928
	Total Funding Growth and Infrastructure	3.941	0.790	4.731
	<u>Oxfordshire Customer Services</u>			
CCP2	Changes to ICT maintenance requirements	0.061	0.096	0.157
CCP5	Increased demand on Oxfordshire Community Network (OCN)	0.070	0.075	0.145
CCP7	Internal ICT security & compliance	-0.200		-0.200
CCP8	Telephony maintenance	0.006	0.006	0.012
	Total Funding Oxfordshire Customer Services	-0.063	0.177	0.114
	Total Funding - E&E	4.962	1.328	6.290

Savings

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	<u>Highways and Transport</u>			
T&C	Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.148		0.148
EE11	Increase charge for residents' & other permits - implemented on 15 August 2011	-0.025	-0.025	-0.050
	Updated contribution to (+)/from (-) On & Off Street Parking Account following: a) re-introduction of street parking charges b) re-introduction of charges at the County Council's park and ride car parks.	0.078	-1.073	-0.995
EE6	Policy & Strategy activity reduced until 2013/14 - reduction falls out in 2014/15	0.000	0.155	0.155
EE1/EE2	Revised Savings arising from Integrated Organisation Structure	-0.160		-0.160
EE3	Remove additional external funding assumed to be received until 2013/14 (relating to road adoptions)	0.000	0.100	0.100
EE4	Further increase use of commuted sums in 2012/13. Falls out in 2013/14,	0.258		0.258
EE15	Reduce Section 42 payments	-0.010	-0.010	-0.020
EE8	Reduce the use of consultants	-0.050		-0.050
EE14	Increase part night lighting by 28,000 units (2 phases of £14,000 units) and decommission areas of lighting - subsequently removed as saving could not be achieved.	-0.100	-0.100	-0.200
09EE1/EE5	Improve Public Transport Contract Efficiency	-0.351		-0.351
EE9	Reduce levels of Bus Subsidy through contract efficiency	-0.250	-0.250	-0.500
09EE15/EE13	Oxfordshire Highways efficiency & contract savings	-1.071		-1.071
EE24	Reduce flooding/drainage activity	-0.300		-0.300
NP-A1	Pressures associated with the refinement of partnership arrangements and impact of changing capital programme	0.300		0.300
CF	Use of the directorate's carryforward underspend from 2011/12 - One off use of forecast underspend to support Business Strategy in 2012/13.	0.425		0.425
NS1 & 2	On-going impact of changes in park and ride parking charging policies - Long stay charging, facility income and on street parking charges	-0.650	-0.100	-0.750
NS-A1	Concessionary Fares - savings on bus companies re-imburements	-0.100		-0.100
NP1	Energy cost pressures - Street Lighting - impact of energy cost inflationary pressures estimated at 50% over 5 years (inflationary pressure 15% 2012/13 10% thereafter)	0.203	0.217	0.420
NR8	Highways Maintenance - Area Stewardship Fund. Additional one - off funding in 2012/13.	-1.000		-1.000
	Total Savings Highways and Transport	-2.655	-1.086	-3.741
	<u>Growth and Infrastructure</u>			
Waste	Landfill Allowance Trading Scheme (LATS) purchase/fines - reduced pressure to reflect increase diversion from landfill disposal and price reduction from original assumptions in the MTFP. Now in line with current market assumptions.	1.687		1.687
Waste	Landfill Tax escalator - reduction in pressure reflecting increase diversion from landfill disposal. Assumes £80/tonne in 2014/15.	-0.353	1.110	0.757
Waste	LATS & Landfill Tax Adjustment	-3.681	-1.456	-5.137
T&Cs	Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14.	0.084		0.084
08EE27	Savings in 2011/12 and 2012/13 fall out - continue within 09EE55 below	0.019		0.019
09EE55	Business Support share of savings target	-0.019		-0.019
EE34/EE49	Revised Waste Recycling Centre Strategy - as agreed and publicised earlier in 2011 (Impact of retaining Redbridge at weekends and on bank holidays).	-0.270	-0.208	-0.478
EE50	Restructuring of Waste Management Services	-0.076		-0.076
EE51	Restructuring of Planning, Planning Implementation and Economic Development teams	-0.076	-0.076	-0.152
EE52	Countryside Service - reduction in service level	-0.014	-0.013	-0.027
EE56	Reduction in grants to external groups (economic development and rural)	0.000		0.000
EE57	Reduction in grants to external groups (waste management)	-0.050	-0.117	-0.167
EE58	Reduction in monitoring of closed landfill sites	0.000		0.000
EE59	Waste Management - review financial incentives to Waste Collection Authorities	0.000	-0.600	-0.600
09EE19	Planning Application and monitoring income	-0.006		-0.006
EE61	Income Generation (renewable energy)	-0.015		-0.015
EE62	Income Generation (renewable energy)	-0.005		-0.005
EE63	Income Generation (countryside)	-0.075	-0.010	-0.085
EE64	Income Generation (waste management)	-0.025	-0.020	-0.045
09EE29	Procurement and Oxfordshire Waste Partnership (OWP) Financial arrangement savings.	-0.224		-0.224
EE27	Savings from closed landfill	-0.006		-0.006
EE29	Efficiencies through waste procurement	-0.978		-0.978
09EE32	On-going variations in the expected payments of Diversion credits to District Councils reflecting expected activity.	-0.014		-0.014
EE30	Schools' contribution (20% top slicing energy efficiency)	-0.033	-0.033	-0.066

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
EE31	Directorate contribution (20% top slicing energy efficiency)	-0.015	-0.014	-0.029
EE33	Carbon Management (reduced carbon allowances from 3% reduction)	-0.005	0.002	-0.003
NR5	Transition to Community Infrastructure Levy (CIL)	0.000	-0.100	-0.100
NS5	Landfill Allowance Trading Scheme (LATS) budget - reduce by 50% the budget available for LATS due to better waste performance - substantial element is temporary for 2-years as it forms part of the Value for Money valuation for the Waste Treatment contract.	0.000	0.325	0.325
NS-C1	Oxfordshire Waste Partnership Financial Arrangements - rebasing the recycling targets based on better actual performance.	-0.600		-0.600
NS-D1	Increased realisation of Portfolio Reduction savings (net of dilapidation costs & requires business case approval in 2012/13)	-0.100	-0.450	-0.550
NP2	Energy Reduction - Revenue investment	0.000	-0.250	-0.250
NR7	Broadband Revenue Costs - To support project. £10m of capital funding included in the Capital Programme 2011/12-2016/17.	-0.350		-0.350
09EE49	Reduction in Repairs & Maintenance fees to reflect reduced activity until 2012/13 falls out in 2013/14.	0.047		0.047
EE40	Adjustment to reduce Repairs & Maintenance by 40% overall until 2012/13 falls out in 2013/14.	0.727	0.180	0.907
EE43	Reduction in operational costs through Strategic Management of Property	-0.145	0.005	-0.140
EE66	Further reduction in operational costs through Strategic Management of Property	-0.108		-0.108
	Total Savings Growth and Infrastructure	-4.679	-1.725	-6.404
	<u>Oxfordshire Customer Services</u>			
T&C	Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14.	0.204		0.204
CS4	20% reduction in staffing establishment over 4 years	-0.151	-0.151	-0.302
CS5	20% reduction of Learning & Development budget over 4 years	-0.037	-0.037	-0.074
CS8	Reduction in establishment following implementation of the Business Strategy	-0.027	-0.099	-0.126
CS9	Reduce bank charges budget to reflect reduced activity	-0.010		-0.010
CC5 & 09CC5	Re-tender SAP support contract (current contract ends October 2012)	-0.203		-0.203
CS10	SAP support contract - additional savings	-0.350		-0.350
CS11	Review of ICT staff structure	-0.074	-0.074	-0.148
CS13	Reduced refresh of desktops & laptops, extension of replacement schedule, virtualisation of the desktop estate			
	- Ongoing Savings	-0.100		-0.100
	- One off savings fall out in 2013/14	0.450		0.450
CC12	Customer Services Centre - project savings targets	-0.057	0.019	-0.038
CS16	Additional project savings	-0.017	-0.019	-0.036
CC18	Savings resulting from a review of Procurement Services	0.000	-0.030	-0.030
CEF23	Family Information Service	-0.020		-0.020
NP7	Pressure on existing OCN services - Cost of schools pursuing other solutions to the Councils Oxfordshire Community Network (OCN) which would result in a loss of income.	0.172	0.213	0.385
NS7	OxOnline Project (replacement of OCN infrastructure) - Reduced revenue operating costs.	0.000	-0.564	-0.564
NS-E1	Telephony Strategy (assumes all budgets transfer to ICT) - Reduced reliance of fixed line desk based telephony.	-0.200	-0.200	-0.400
NS-F1	The New OCS Operating Model - Extending the model for Human Resources and Finance.	-0.150	-0.150	-0.300
				0.000
	Total Savings Oxfordshire Customer Services	-0.570	-1.092	-1.662
	Total Savings - E&E	-7.904	-3.903	-11.807
	Total E&E Savings and Pressures	-2.942	-2.575	-5.517

Reconciliation to the Budget Book

	2013/14 £m	2014/15 £m	Total £m
Previously Agreed Pressures	4.614	1.695	6.309
Previously Agreed Savings	-5.952	-3.303	-9.255
Changes to the Business Strategy	-1.604	-0.967	-2.571
Total	-2.942	-2.575	-5.517

CEO- Existing Pressures and Savings

Annex 1d

Additional Funding

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	<u>Law & Governance Services</u>			
SCP3	Library transformation programme: Introduction of self service (Radio Frequency Identification). Variation in cost of prudential borrowing.	-0.001	-0.001	-0.002
SCP4	Cost of prudential borrowing falls out - Combining Oxfordshire Studies and Oxford Records Office on the Oxfordshire Records Office site.	-0.001		-0.001
09CC31	Transfer of coroner's officers from Thames Valley Police. OCC to fund 25% in 2011/12, 50% in 2012/13, 75% in 2013/14, 100% in 2014/15	0.050		0.050
12CEP1	Transfer of coroners officers from Thames Valley Police - existing budgetary provision (09CC31) will be inadequate when the Council has to fully fund the Coroner's officers in 2014/15.	0.006	0.056	0.062
	Total Funding Law & Governance	0.054	0.055	0.109
	<u>Chief Executive's Office & Business Support</u>			
13CEO5	Big Society Fund - further contribution to increase fund to £1m over 2 years. This will be used to support community projects in accordance with the criteria for the use of the Fund.		-0.300	-0.300
	Total Funding CEO & Business Support	0.000	-0.300	-0.300
	Total Funding - CEO	0.054	-0.245	-0.191

Savings

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	<u>Chief Executive's Office & Business Support</u>			
T&Cs	Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14.	0.081		0.081
12CES16	Reduce annual budgeted contribution to the Change Fund	-0.100		-0.100
	Total Savings CEO & Business Support	-0.019	0.000	-0.019
	<u>Human Resources</u>			
08CC10 & CC11	Savings arising from a review of the provision of Human Resources services.	-0.068		-0.068
	Total Savings Human Resources	-0.068	0.000	-0.068
	<u>Corporate Finance & Internal Audit</u>			
09CC23 & CC14	Savings in early retirement costs in 2010/11 Corporate Finance budget - reduce over the medium-term.	0.002		0.002
CC15	Restructure Corporate Finance	0.000		0.000
12CES8	Further reduction in posts in Corporate Finance to reflect smaller organisation.	-0.020		-0.020
12CES7	Internal Audit - Collaboration with Buckinghamshire County Council	-0.036	-0.035	-0.071
	Total Savings Corporate Finance & Internal Audit	-0.054	-0.035	-0.089
	<u>Law & Governance Services</u>			
09CC25	Increase in Section 106 income	-0.017		-0.017
09CC26	Reduce use of counsel - Law & Governance Services	-0.010		-0.010
12CES11	Reduce number of council members from 74 to 64 following the 2013 county council elections.	-0.057	-0.011	-0.068
09SC2	Ongoing savings relating to Self service at Central Library.	-0.064		-0.064
SC5	Ongoing effect of saving agreed in 2010/11: 6% reduction in book expenditure falling to 4.9% in 2012/13. Sustaining expenditure on book stock is a priority for the service and budget increases back to £63,000 in 2013/14.	0.050		0.050
12COS8/13SCS10	Restructure libraries network, including mobile library network; reduce management and professional staff; savings from the introduction of RFID self-service. Amendment to planned savings to reflect public consultation agreed by Cabinet on 12 December 2011	-0.275	-0.13	-0.405
T&Cs	Libraries - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.059		0.059
12COS2	Museum Service: restructure and increase opportunities for volunteering	-0.100		-0.100
12COS3	History Service: restructure; reduce staffing and combine resources at St Luke's	-0.046	-0.012	-0.058
12COS5	The Mill Arts Centre - reduce support	-0.090		-0.090
T&Cs	Heritage Services - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.015		0.015
T&Cs	Cultural Development - Changes in Terms & Conditions - Savings in 2010/11 and 2011/12 arising from freezing increments and reducing the mileage rate fall out in 2013/14	0.004		0.004
	Total Savings Oxfordshire Customer Services	-0.531	-0.153	-0.684
	Total Savings - CEO	-0.672	-0.188	-0.860
	Total CEO Savings and Pressures	-0.618	-0.433	-1.051

Reconciliation to the Budget Book

	2013/14 £m	2014/15 £m	Total £m
Previously Agreed Pressures	0.056	0.056	0.112
Previously Agreed Savings	-0.225	-0.046	-0.271
Changes to the Business Strategy	0.000	-0.300	-0.300
Total	-0.169	-0.290	-0.459
Add Cultural Services (Transferred from SCS)	-0.449	-0.143	-0.592
Revised Total	-0.618	-0.433	-1.051

Cross Directorate and Corporate

Annex 1e

Savings

Reference	Detail	2013/14 £m	2014/15 £m	Total £m
	Inflation savings (lower base)	-2.500	-1.250	-3.750
	Contribution to/from reserves	-6.011	1.196	-4.815
	Changes to un-ringfenced grants	6.413	-0.650	5.763
	Other Strategic Measures	1.958	2.309	4.267
	Total Corporate Savings	-0.140	1.605	1.465

Pressures on the MTFP

Annex 2

	2013/14	2014/15	2015/16	2016/17	TOTAL
	£m	£m	£m	£m	£m
Corporate					
Anticipated shortfall in funding in the existing MTFP			15.108	2.236	17.344
Pressure due to reduction in taxbase	0.500				0.500
Estimated Council Tax Support Grant shortfall once one-off transition grant falls out in 2014/15		0.500			0.500
Total Corporate Pressures	0.500	0.500	15.108	2.236	18.344
Children, Education & Families					
Increase capacity in Family Support Teams to reduce average caseloads to an average of 20 per worker	1.400				1.400
Pressures resulting from restructuring within Children's Social Care including the regrading of newly qualified social workers	0.130				0.130
Total CEF Pressures	1.530	0.000	0.000	0.000	1.530
Social & Community Services					
Trading Standards - Pressure arising from non achievable saving in MTFP re joint working		0.100			0.100
Fire & Rescue - National agreement regarding the rights of Retained Fire Fighters to join the pension scheme		0.200			0.200
Review of Oxfordshire Care Partnership - £1m of the original £3.6m target by 2014/15 is unlikely to be delivered	0.500	0.500			1.000
Care Homes - impact in subsequent years of additional placements made in 2012 together with more complex care needs increasing the average cost of care	3.800	0.700	-2.200		2.300
Increase in the cost of care homes agreed in 2012/13	0.900				0.900
Increase the number of people supported by Reablement which provides therapy and support at home to aid recovery	0.600				0.600
Physical Disabilities - investment in services to meet increased numbers of people coming forward and people with more complex needs	1.800				1.800
Physical Disabilities - increase in the cost of residential care agreed in 2012/13	0.100				0.100
Physical Disabilities - possible further increases in the cost of residential care	0.100	0.050			0.150
Fairer Charging income - reduction in income collected from full cost payers as the real cost of home care has reduced	0.980				0.980
Additional staff resources for social work teams - Investment in the service to increase capacity to deal with delayed transfer of care, safeguarding referrals and case reviews	0.900				0.900
Approved Mental Health Professionals - additional staff and training to ensure statutory duties are met	0.300				0.300
Transport for Day Services. Charging for transport to day centres from April 2013 will not generate sufficient income. The outcome of the Corporate Review of Community Transport may identify savings and additional income in future years. £0.4m savings target has been re-scheduled. One-off pressure.	0.300	0.100	-0.400		0.000
Total SCS Pressures	10.280	1.650	-2.600	0.000	9.330
Environment & Economy					
Reduction in the planned drawdown on the Parking Account from 2014/15 to reflect the balance expected to be available for use.		0.500			0.500
Unachievable efficiency savings on highways maintenance	1.500				1.500
Unrealisable Customer Service Centre savings	0.321				0.321
Public Transport contracts saving - More income has been realised in 2012/13 resulting in a re-profiling of future years' income. One-off adjustment.	-0.250	0.250			0.000
Bridges Investigation - Improved information required on the condition of our bridges to ensure their safety. One-off pressure.	0.350	-0.350			0.000
Waste Treatment Facility slippage on the original implementation date. One-off pressure.		0.489	-0.489		0.000
Asset Rationalisation re-profiling of pressure. One-off pressure.		0.250	-0.250		0.000
Economic Development & Growth - Increased capacity to gather business intelligence and help address barriers to growth. One-off pressure.	0.100			-0.100	0.000
Externalisation of customer services procurement costs. One-off pressure.		0.750	-0.750		0.000
OCC Data Centre - Investment to secure the transition to Cloud. One-off pressure.	0.150	0.350	-0.500		0.000
Total E&E Pressures	2.171	2.239	-1.989	-0.100	2.321

	2013/14	2014/15	2015/16	2016/17	TOTAL
	£m	£m	£m	£m	£m
Chief Executive's Office & Cultural Services					
Archives Service	0.052				0.052
Total CEO Pressures	0.052	0.000	0.000	0.000	0.052
TOTAL PRESSURES	14.533	4.389	10.519	2.136	31.577

Pressures on the Council Tax level

	2013/14	2014/15	2015/16	2016/17	TOTAL
	£m	£m	£m	£m	£m
Pressure from reducing the Council Tax increase from 3.75% to 2% in 2013/14 to avoid triggering a referendum	5.045	0.228	0.240	0.250	5.763
Further pressure from reducing the Council Tax in 2013/14 from 2% to 0% to take up freeze grant	3.070	0.257	3.134	0.282	6.743
TOTAL PRESSURES ON THE COUNCIL TAX	8.115	0.485	8.600	0.532	12.506

Annex 3(a)

Income from Fees and Charges

1. The Council adopted its current corporate charging policy in October 2002, following a review by the Best Value Committee. The Policy was designed to ensure that:
 - Charges are levied on a clear and consistent basis across the Council's services;
 - The level of charges is both consistent and fair, and takes proper account of the ability of customers to afford the service; and
 - Charges are imposed and implemented in line with the law, and with the Council's agreed priorities and objectives.
2. Under the Council's Policy, the Council will:
 - Make charges wherever it is lawful to do so;
 - Set charges to recover the full cost of the service wherever it has discretion over the level of charges, except where the service provides a social benefit, is of a commercial nature (where charges should be set to maximise income), or where the charge is designed to achieve a particular outcome; and
 - Offer concessions on a fair and consistent basis for the services providing a social benefit, or where the charge is set to achieve a particular outcome.
3. The proposed and current charges are set out in detail in Annex 3(b). Changes are shown by grey shading. The Annex shows where income has increased faster than required to meet inflation of 2%.
4. The table below outlines the expected level of income in 2013/14 from fees and charges by service. 2013/14 income is compared to the equivalent levels of income in 2012/13.
5. Changes in the level of income can arise from a combination of increases in the volume of payments made, additional income from new charges as well as increases in the charges themselves.

Directorate	Service	2012/13 £000	2013/14 £000	Change £000
CE&F	1. Children, Education and Families	2,817	2,033	-784
	2. Music Service	1,225	1,250	25
SCS	3. Adult Social Care	22,789	23,263	474
	4. Fire & Rescue	11	11	0
	5. Trading Standards	97	99	2
	6. Gypsy & Traveller Service	465	514	49
E&E	7. Highways & Transport	7,261	7,463	202
	8. Growth & Infrastructure	271	308	37
	9. Property Asset Management & Directors office	490	453	-37
	10. Adult Learning	355	368	13
	11. Customer Services	284	287	3
CEO	12. Library Service	658	620	-38
	13. Heritage Services	29	29	0
	14. Registration	1,235	1,235	0
	15. Chief Executive's Office	257	264	7
	TOTAL	38,244	38,197	-47

6. Comments on individual services are as follows:

- 1. Children, Education and Families** – Inter-authority recoupment ceases in 2013/14, with base funding for high needs pupils redistributed between authorities as part of the Dedicated Schools Grant. Schools will be responsible for recouping any additional costs of high needs pupils over and above the base funding provided. Inter-authority recoupment generated £884k of income in 2012/13, therefore the large reduction in income for CEF is explained by this change.

The proposed charges for Hill End outdoor centre take effect from 1 January 2013.

- 3. Adult Social Care** – charges for non-residential services provided to older people and physical disabilities clients who do not meet the Fair Access to Care criteria of Critical/Substantial are subject to consultation before Cabinet approval is requested.
- 5. Trading Standards** - are awaiting national guidance on some of their fees and charges before proposing any changes.
- 6. Gypsy and Traveller Service** – An additional 9 plots at Redbridge are responsible for most of the additional income.

7. **Highways and Transport** - Various charges made are subject to a review. Increases for skip licences of 19.0% to £50 and 15.4% to £30 respectively are proposed.

Income from Park & Ride is included for the first time, which contributes towards the increase.

9. **Property Asset Management** – rental income is reducing within Facilities Management, leading to the reduction of £37k (£47k if 2% inflation is assumed).
12. **Library services** – the concessions matrix for the Library Service is shown in Annex 3(c).
13. **Heritage services** – fees and charges for this service are still under review. Some new fees and charges may be introduced.
14. **Registration** - have some increases above the rate of inflation, but overall don't expect to raise more in cash terms.

Annex 3a – ROC – 2013-14.doc

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1. CHILDREN, EDUCATION & FAMILIES - CE&F - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees or charges	Additional information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
CEF1	Education & Early Intervention														
CEF1-2	Additional & Special Educational Needs	SA	Recoup costs of other authorities' children educated in Oxfordshire Schools	Adjustments With Other LEA's	N/A	N/A	N/A	N/A	N/A	No longer applicable. Schools responsible for recoupment of additional costs over & above base funding from other LAs from April 2013	575	0	N/A	NB	
CEF1-21	Special Educational Needs Recoupment														
CEF1-21	Autism Recoupment	SA					N/A	N/A	N/A	N/A	N/A	309	0	N/A	NB
Sub-Total Education & Early Intervention											884	0	0		
CEF1-4	Education														
CEF1-41	Educational Transformation & Effectiveness	D	To control provision	Residential Centres (per pupil week)	01/09/2012	£283.25	01/04/2013	£298.25	5.3%		1,462	1,539	48	NB	
	Residential Centres (Outdoor Education Centres)		To control provision	Hill End (per night)							154	171	14		
				O.C.C. Schools/Groups											
				Any Kitchen (per day) Group Size 0-20	01/01/2012	£82.50	01/01/2013	£85.00	3.0%					NB	
				Any Kitchen (per day) Group Size 21-40	01/01/2012	£132.00	01/01/2013	£136.00	3.0%					NB	
				Any Kitchen (per day) Group Size 41-60	01/01/2012	£165.00	01/01/2013	£170.00	3.0%					NB	
				Any Dormitory (per night) Group Size 0-20	01/01/2012	£110.00	01/01/2013	£113.50	3.2%					NB	
				Any Dormitory (per night) Group Size 21-40	01/01/2012	£187.00	01/01/2013	£193.00	3.2%					NB	
				Any Dormitory (per night) Group Size 41-60	01/01/2012	£220.00	01/01/2013	£227.00	3.2%					NB	
				Staff Bedroom (per night)	01/01/2012	£25.00	01/01/2013	£26.00	4.0%					NB	
				Camping (per tent per night, kitchen not included)	01/01/2012	£11.00	01/01/2013	£11.50	4.5%					NB	
				Day Guest (per person with residential)	01/01/2012	£6.00	01/01/2013	£6.50	8.3%					NB	
				Blue Dragon - Meeting Room Half Day	01/01/2012	£55.00	01/01/2013	£57.00	3.6%					NB	
				Blue Dragon - Meeting Room Full Day	01/01/2012	£99.00	01/01/2013	£102.00	3.0%					NB	
				Green Dragon - Meeting Room Half Day	01/01/2012	£33.00	01/01/2013	£34.00	3.0%					NB	
				Green Dragon - Meeting Room Full Day	01/01/2012	£66.00	01/01/2013	£68.00	3.0%					NB	
				Cookhouse and Barn - Meeting Room Half Day	01/01/2012	£44.00	01/01/2013	£45.50	3.4%					NB	
				Cookhouse and Barn - Meeting Room Full Day	01/01/2012	£77.00	01/01/2013	£79.50	3.2%					NB	
				Led Sessions (max 35 people) - Half Day	01/01/2012	£82.50	01/01/2013	£85.00	3.0%					NB	
				Led Sessions (max 35 people) - Full Day	01/01/2012	£168.00	01/01/2013	£173.50	3.3%					NB	
				Site Only Visit	01/01/2012	£100.00	01/01/2013	£103.00	3.0%					NB	

1. CHILDREN, EDUCATION & FAMILIES - CE&F - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees or charges	Additional information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class				
					Effective Date	Rate	Effective Date	Proposed Rate										
CEF1-41	Educational Transformation & Effectiveness Continued			Commercial						No longer								
				Any Kitchen (per day) Group Size 0-20	01/01/2012	£110.00	01/01/2013	£113.50	3.2%					SR				
				Any Kitchen (per day) Group Size 21-40	01/01/2012	£165.00	01/01/2013	£170.00	3.0%					SR				
				Any Kitchen (per day) Group Size 41-60	01/01/2012	£198.00	01/01/2013	£204.00	3.0%					SR				
				Any Dormitory (per night) Group Size 0-20	01/01/2012	£132.00	01/01/2013	£136.00	3.0%					SR				
				Any Dormitory (per night) Group Size 21-40	01/01/2012	£220.00	01/01/2013	£227.00	3.2%					SR				
				Any Dormitory (per night) Group Size 41-60	01/01/2012	£253.00	01/01/2013	£261.00	3.2%					SR				
				Staff Bedroom (per night)	01/01/2012	£25.00	01/01/2013	£26.00	4.0%					SR				
				Camping (per tent per night, kitchen not included)	01/01/2012	£11.00	01/01/2013	£11.50	4.5%					SR				
				Day Guest (per person with residential)	01/01/2012	£6.00	01/01/2013	£6.50	8.3%					SR				
				Whole Site - All Buildings - (Friday - Sunday)	01/01/2012	£3,300.00	01/01/2013	£3,399.00	3.0%					SR				
				Whole Site - All Buildings - (per 24 hours from 10.00am)	01/01/2012	£1,650.00	01/01/2013	£1,699.50	3.0%					SR				
				Blue Dragon - Meeting Room Half Day	01/01/2012	£55.00	01/01/2013	£57.00	3.6%					EX				
				Blue Dragon - Meeting Room Full Day	01/01/2012	£99.00	01/01/2013	£102.00	3.0%					EX				
				Green Dragon - Meeting Room Half Day	01/01/2012	£33.00	01/01/2013	£34.00	3.0%					EX				
				Green Dragon - Meeting Room Full Day	01/01/2012	£66.00	01/01/2013	£68.00	3.0%					EX				
				Cookhouse and Barn - Meeting Room Half Day	01/01/2012	£44.00	01/01/2013	£45.50	3.4%					EX				
				Cookhouse and Barn - Meeting Room Full Day	01/01/2012	£77.00	01/01/2013	£79.50	3.2%					EX				
				Led Sessions (max 35 people) - Half Day	01/01/2012	£82.50	01/01/2013	£85.00	3.0%					EX				
				Led Sessions (max 35 people) - Full Day	01/01/2012	£168.00	01/01/2013	£173.50	3.3%					EX				
				Site Only Visit	01/01/2012	£100.00	01/01/2013	£103.00	3.0%					EX				
				Sub-Total Education											1,616	1,710	62	
				CEF1-5 CEF1-53	Organisation & Planning Home To School & College Transport	D		<u>Contributions To School</u> Transport (Per Term i.e. 3 per year)										
				Assisted Travel Charge (return)	01/09/2012	£80.00	01/09/2013	£88.00	10.0%		317	323	0	ZR				
				Out of Catchment (return)	01/09/2012	£149.00	01/09/2013	£164.00	10.1%					ZR				
				In Catchment (Return)	01/09/2012	No charge	01/09/2013	No charge						ZR				
				Post 16 In catchment (return)	01/09/2012	£80.00	01/09/2013	£88.00	10.0%					ZR				
				Post 16 out of catchment (return)	01/09/2012	£149.00	01/09/2013	£164.00	10.1%					ZR				
Sub-Total Quality & Compliance											317	323	0					
Sub-Total Children Education & Families											2,817	2,033	-840					

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR/EX	Standard Rate (20% 4 Jan 2011) / Charge stated excludes VAT
ZR	Zero Rated
NB	Non Business
EX	Exempt

2. MUSIC SERVICE - CE&F - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reason for change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
CEF1 CEF1-41	CHILDREN, EDUCATION & FAMILIES Music Service	D	Fees charged for music tuition, instruments hire and for YMA membership.	Music Tuition	Reduction in CC direct funding and funding from Central Government									
				OYMA Full membership no lessons	01/04/2012	£76.50	01/04/2013	£81.00	5.9%		27	28	0	EX
				OYMA full membership OCMS lessons	01/04/2012	£49.45	01/04/2013	£54.00	9.2%					EX
				OYMA full membership OCMS lessons - CMS	01/04/2012	£60.33	01/04/2013	£66.00	9.4%					EX
				OYMA single activity - no lessons	01/04/2012	£47.10	01/04/2013	£51.00	8.3%		11	11	0	EX
				OYMA single activity - OCMS lessons	01/04/2012	£33.45	01/04/2013	£36.00	7.6%					EX
				Individual Tuition										EX
				30 Minutes	01/04/2012	£225.00	01/04/2013	£234.00	4.0%		50	51	0	EX
				20 minutes	01/04/2012	£150.00	01/04/2013	£156.00	4.0%		211	215	0	EX
				Group Tuition										EX
				Group of 2 (30 minutes)	01/04/2012	£112.50	01/04/2013	£117.00	4.0%		87	89	0	EX
				Group of 2 (20 minutes, New rate from 1 September 2012)	01/09/2012	£75.00	01/09/2013	£77.40	3.2%		81	83	0	EX
				Group of 3	01/04/2012	£88.57					73			EX
				Group of 3 (further decrease from 1 September 2012)	01/09/2012	£75.00	01/04/2013	£77.40	3.2%		87	163	0	EX
				Group of 4-6	01/04/2012	£67.83					94			EX
				Group of 3-6 (further increase from 1 September 2012)	01/09/2012	£75.00	01/04/2013	£77.40	3.2%		146	245	0	EX
				Group of 7 -9	01/04/2012	£48.00	01/04/2013	£51.00	6.3%		26	27	0	EX
				Group of 10 - 19	01/04/2012	£35.10	01/04/2013	£39.00	11.1%		4	4	0	EX
				Group of 20 or more	01/04/2012	£21.75	01/04/2013	£24.00	10.3%					EX
				BEGRATS	01/04/2012	£67.83	N/A				98	100	0	EX
				BEGRats from Sept 2012	01/09/2012	£75.00	01/04/2013	£77.40	3.2%					EX
				Play On	01/04/2012	£48.00	01/09/2013	£51.00	6.3%		39	40	0	EX
				Endangered species 30 minutes from 1/9/12	01/04/2012	£82.95	01/04/2013		-100.0%		23	23	0	EX
				Endangered 20 minutes	01/09/2012	£168.60	01/04/2013	£175.50	4.1%					EX
				Endangered 20 minutes	01/09/2012	£112.50	01/04/2013	£117.00	4.0%					EX
				Hire of Instruments	01/04/2012	£13.53	01/04/2013	£15.00	10.9%		18	18	0	EX
				Hire of Instruments	01/04/2012	£26.99	01/04/2013	£30.00	11.2%		51	52	0	EX
				Oxfordshire schools orchestra	01/04/2012	various up to 600	01/04/2013	various up to 600	Various					EX
				Oxfordshire schools senior orchestra	01/04/2012	various up to 750	01/04/2013	various up to 800	Various					EX
				Oxfordshire County Youth orchestra	01/04/2012	various up to 750	01/04/2013	various up to 800	Various					EX
				Oxfordshire Youth Music Theatre	01/04/2012	actual cost	01/04/2013	actual cost	Various					EX
				non residential courses (daily rate)	01/04/2012	various up to 25	01/04/2013	various up to 25	Various					EX
				non residential courses (1/2 day rate)	01/04/2012	various up to 25	01/04/2013	various up to 25	Various					EX
				Total of Tuition above							1,126	1,149	0	

2. MUSIC SERVICE - CE&F - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reason for change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
				Adults Curriculum (per hour)	01/04/2012 01/09/2012	£98.10 £54.60	01/04/2013 01/09/2013	£99.00 £55.00	0.9% 0.7%		11 88	11 90	0 0	EX EX
Sub-Total Music Service											1,225	1,250		1
Sub-Total Children, Education & Families											2,817	2,033	-840	
TOTAL CHILDREN, EDUCATION & FAMILIES											4,042	3,283	-840	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

Notes

Concessions: Children eligible for free school meals, free. Including instrument hire.
 Adults, as per adult education.
 Hire of Instruments by Orchestra - now a range of charges depending on instrument max fee shown above.
 Rates are set to be divisible by 3 to facilitate direct debit payments per term.

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

3. ADULT SOCIAL CARE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
SCS1	ADULT SOCIAL CARE												
SCS1-1	Older People												
	Alert Service	SA	The Alert Service can be defined as the provision of equipment plus the monitoring of that equipment – it is not possible to have one without the other.	Weekly Charges:						0	0	0	
			Assessment, review, base alarm unit, pendant, monitoring, temporary movement into level 2 for a maximum of 6 weeks in any one rolling calendar year. Sensors installed according to assessed need	Level 1	01/11/2010	£5.00	01/11/2010	£5.00	0.0%	31	35	3	NB
			Assessment, review, base alarm unit, pendant, monitoring, planned support, 24/7 emergency response. Sensors installed according to assessed need	Level 2	01/11/2010	£22.00	01/11/2010	£22.00	0.0%	39	43	3	NB
	Older People												
	Care Homes	SA	Residents who are financially supported by the County Council in Residential and Nursing Homes are subject to a financial assessment under the National Assistance Regulations 2005. Under these Regs the Dept of Works and Pensions determine the minimum charge	Financially assessed contributions from clients in Care Homes	01/04/2012	Various	01/04/2013	Various		14,383	14,383	-288	NB
				Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.									
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services.	Domiciliary Charging No charge for clients with income at or below the level of basic Income Support plus 25%						4,350	4,754	317	
				Single Care Assistant - Weekday									
				15 mins	01/04/2012	£10.13	TBC	TBC	This charge will be amended following consultation				NB
				30 mins	01/04/2012	£12.80	TBC	TBC					NB
				45 mins	01/04/2012	£15.64	TBC	TBC					NB
				1 hour	01/04/2012	£18.40	TBC	TBC					NB
				Single Care Assistant - Weekend									
			Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	15 mins	01/04/2012	£10.26	TBC	TBC	This charge will be amended following consultation				NB
				30 mins	01/04/2012	£15.57	TBC	TBC					NB
				45 mins	01/04/2012	£19.14	TBC	TBC					NB
				1 hour	01/04/2012	£23.64	TBC	TBC					NB

3. ADULT SOCIAL CARE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class				
					Effective Date	Rate	Effective Date	Proposed Rate									
Page 84				More than one Care Assistant - Weekday													
				15 mins	01/04/2012	£15.57	TBC	TBC	This charge will be amended following consultation						NB		
				30 mins	01/04/2012	£21.40	TBC	TBC							NB		
				45 mins	01/04/2012	£27.06	TBC	TBC							NB		
				1 hour	01/04/2012	£32.67	TBC	TBC							NB		
				More than one Care Assistant - Weekend													
				15 mins	01/04/2012	£15.72	TBC	TBC	This charge will be amended following consultation							NB	
				30 mins	01/04/2012	£25.84	TBC	TBC								NB	
				45 mins	01/04/2012	£33.11	TBC	TBC								NB	
				1 hour	01/04/2012	£42.14	TBC	TBC								NB	
				Laundry service (To Be Confirmed)						TBC	TBC						NB
				Day Care Charging									351	361		3	
				Day Care, per day for older people, including transport and meals					£10	-	-	-					
				Charge per day + meals (To Be Confirmed)						-	TBC	TBC					NB
				Transport to day centre (To Be Confirmed)						-	TBC	TBC					NB
				Nominal charge per week for Home Support - For clients who are not immediately judged to be responsible for paying the full cost of their care					01/04/2010	£30	TBC	TBC					NB
				Deferred Payment Agreements Admin Charge							TBC	TBC					NB
Sub-Total Older People										19,154	19,576		39				

3. ADULT SOCIAL CARE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
SCS1-2	Learning Disabilities	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2012	Various	01/04/2013	Various	-	1,343	1,230	-140	NB
				Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services	Home Care & Day Care	01/04/2012	Various	01/04/2013	Various	-	1,259
	D		Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	Supported Living	01/04/2012	Various	01/04/2013	Various	-	412	412	-8	NB
				Adult Placements (including those for other client groups)	01/04/2012	Various	01/04/2013	Various	-			0	NB
				Supported living - additional support for client holidays provided.	01/04/2012	Various	01/04/2013	Various	-			0	
Sub-Total Learning Disabilities										3,014	3,012	-62	
SCS3	Mental Health	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes	01/04/2012	Various	01/04/2013	Various	-	34	42	7	NB
				Residential Services	SP	Nil contribution for clients covered by S117	Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly						
	Drugs and Alcohol	SA		As above	01/04/2012	Various	01/04/2013	Various	-	20	20	0	NB
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services. Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.		01/04/2012	Various	01/04/2013	Various	-	13	32	19	NB
	Sub-Total Integrated Mental Health Service										67	94	26

3. ADULT SOCIAL CARE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
SCS1-5	Physical Disabilities												
	Care Homes	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly	01/04/2012	Various	01/04/2013	Various	-	358	385	20	NB
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services. Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided	As per rates for Older People above.	01/04/2012	Various	01/04/2013	Various	-	196	196	-4	NB
							TBC	TBC	This charge will be amended following consultation				
	Sub-Total Physical Disabilities									554	581	16	
	Sub-total Adult Social Care									22,789	23,263	18	

Legal Position on charging

SP Statutory Prohibited
SA Statutory Arrangements
D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
ZR Zero Rated
NB Non Business
EX Exempt

4. FIRE & RESCUE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
SCS2-1	FIRE & RESCUE SERVICE												
SCS2-1	Service Delivery	D	The charge is to cover the cost of an operational firefighter plus overheads.	Special Services: a) Personnel, regardless of rank, per hour or part hour.	01/04/2012	£43.00 <u>Incl VAT</u>	01/04/2013	£44.00	2.3%	1	1	0	SR
			The charge compares with the hiring of a similar type of heavy plant such as a large mobile crane or Cherry Picker.	b) Aerial Ladder Platform per hour or part hour, excluding petrol.	01/04/2012	£224.00 <u>Incl VAT</u>	01/04/2013	£228.00	1.8%				SR
			This charge compares with the hiring of smaller plant with multiple special tools.	c) Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	01/04/2012	£87.00 <u>Incl VAT</u>	01/04/2013	£89.00	2.3%				SR
			The charge compares with the hiring of smaller self contained plant such as a small Cherry Picker.	d) Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour.	01/04/2012	£59.00 <u>Incl VAT</u>	01/04/2013	£60.00	1.7%				SR
		D	Recovery of costs relevant to the retrieval of a Fire Report,	Fire Reports: a) Preparation of Fire Report	01/04/2012	£36.00	01/04/2013	£37.00	2.8%	2	2	0	NB
			Recovery of costs relevant to time spent investigating the fire, preparation of report and posting to client.	b) Preparation of a Fire Investigation Report i) short or extracted ii) full report or one involving extensive enquiries, photographs etc. iii) full report or one on major incidents requiring extensive protracted investigation etc.	01/04/2012	£270.00	01/04/2013	£275.00	1.9%				NB
					01/04/2012	£357.00	01/04/2013	£365.00	2.2%				NB
					01/04/2012	£537.00	01/04/2013	£545.00	1.5%				NB
		D	The charge is to cover the cost of an operational officer for an interview on one of the Fire Service site locations.	Insurance Interviews	01/04/2012	£71.00	01/04/2013	£73.00	2.8%				NB
	Service Support Service Support Management	D	Annual charge made to alarm receiver centres and users of dedicated dial in facilities in respect of unwanted fire alarms	Direct Dial in Facilities Charges made to alarm receiver centres & users of dedicated dial in facilities in respect of unwanted fire alarms	01/04/2012	£415.00 <u>Excl. VAT</u>	01/04/2013	£423.00	1.9%	8	8	0	SR
	Sub-Total Fire & Rescue Service									11	11	0	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

5. TRADING STANDARDS - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reasons for change	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000		
SCS2-5	TRADING STANDARDS	SA	So that licence holders contribute towards the cost of the licensing system	Licences (for holding poisons register) Initial Registration Re-registration Change of Details	01/04/2012	£32.50	01/04/2012	£32.50	0.0%	See Note 1	70	1	70	1	0	NB
					01/04/2012	£17.50	01/04/2012	£17.50	0.0%							
					01/04/2012	£9.00	01/04/2012	£9.00	0.0%							
		D	So that licence holders contribute towards the cost of the licensing system	Performing animal licences	01/04/2012	£27.50	01/04/2012	£27.50	0.0%			0		0	0	NB
		SA	Statutory Charge for issuing a licence to store explosives.	Explosive Acts 1875 & 1923: a) Initial Licence Fees for storage of mixed explosives -one year's duration -two year's duration -three year's duration b) Renewal Licence Fees for storage of mixed explosives -one year's duration -two year's duration -three year's duration c) Initial Registration Fee for storage of mixed explosives -one year's duration -two year's duration -three year's duration d) Renewal Registration Fee for storage of mixed explosives -one year's duration -two year's duration -three year's duration e) Varying a licence - varying name or address - Transfer of licence/registration - Replacement of licence/registration	01/04/2011	£178.00	01/04/2011	£178.00	0.0%	See Note 2	14	14	0	NB		
					01/04/2011	£234.00	01/04/2011	£234.00	0.0%							
					01/04/2011	£292.00	01/04/2011	£292.00	0.0%							
					01/04/2011	£83.00	01/04/2011	£83.00	0.0%							
					01/04/2011	£141.00	01/04/2011	£141.00	0.0%							
					01/04/2011	£198.00	01/04/2011	£198.00	0.0%							
					01/04/2011	£105.00	01/04/2011	£105.00	0.0%							
					01/04/2011	£136.00	01/04/2011	£136.00	0.0%							
					01/04/2011	£166.00	01/04/2011	£166.00	0.0%							
					01/04/2011	£52.00	01/04/2011	£52.00	0.0%							
01/04/2011	£83.00				01/04/2011	£83.00	0.0%									
01/04/2011	£115.00				01/04/2011	£115.00	0.0%									
01/04/2011	£35.00	01/04/2011	£35.00	0.0%												
01/04/2011	£35.00	01/04/2011	£35.00	0.0%												
01/04/2011	£35.00	01/04/2011	£35.00	0.0%												

5. TRADING STANDARDS - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reasons for change	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000		
SCS2-5	TRADING STANDARDS (Cont'd)	SA	Statutory Charge for issuing a licence to store petroleum.	Dangerous Substances and Explosive Atmospherics Regulations 2002:						See Note 2	14	14	0	NB NB NB NB		
				a) Not exceeding 2,500 litres b) Exceeding 2,500 litres but less than 50,000 litres c) Over 50,000 litres d) Transfer licence	01/04/2011 01/04/2011 01/04/2011 01/04/2011	£42.00 £58.00 £120.00 £8.00	01/04/2011 01/04/2011 01/04/2011 01/04/2011	£42.00 £58.00 £120.00 £8.00	0.0% 0.0% 0.0% 0.0%							
		D	So that fee payers contribute towards the costs of the tests.	Testing fees - verifying weights and measures	01/04/2011	Various	01/04/2011		-		59	60	0	SR		
				Hourly rate	01/04/2012	£71.00	01/04/2013	£72.50	2.1%							
				Weighing instruments												
				15k or less - First item	01/04/2012	£36.50	01/04/2013	£37.00	1.4%							
				- Reduced fee for second item	01/04/2012	£30.00	01/04/2013	£30.50	1.7%							
				- Reduced fee for 3 items or more	01/04/2012	£28.50	01/04/2013	£29.00	1.8%							
				Over 15Kg to 1,000kg - First item	01/04/2012	£62.00	01/04/2013	£63.00	1.6%							
				- Reduced fee for second item	01/04/2012	£49.00	01/04/2013	£50.00	2.0%							
				- Reduced fee for 3 items or more	01/04/2012	£46.50	01/04/2013	£47.50	2.2%							
				Over 1,000kg to 10t - First item	01/04/2012	£190.50	01/04/2013	£194.00	1.8%							
				- Reduced fee for second item	01/04/2012	£152.50	01/04/2013	£155.50	2.0%							
				- Reduced fee for 3 items or more	01/04/2011	N/A										
				- Weights and labour provided	01/04/2011	Hourly rate										
				Over 10t to 60t - First item	01/04/2012	£316.50	01/04/2013	£323.00	2.1%							
				- Reduced fee for second item	01/04/2012	£253.50	01/04/2013	£258.50	2.0%							
				- Reduced fee for 3 items or more	01/04/2011	N/A										
				- Weights and labour provided	01/04/2011	Hourly rate										
				Where a second person must attend or where a second series of tests is needed	01/04/2011	50% added to above rates										
				When specialist equipment is needed	01/04/2011	Charge per hour, day or per visit										
				Testing outside normal hours												
				Outside 8:30-17:00, Monday to Friday and on Saturday:												
				Trading Standards Officer, per hour	01/04/2012	£10.50	01/04/2013	£10.75	2.4%							
				Non Trading Standards Officer, per hour	01/04/2012	£7.50	01/04/2013	£7.65	2.0%							
				On Sundays and Bank Holidays												
				Trading Standards Officer, per hour	01/04/2012	£21.00	01/04/2013	£21.50	2.4%							
				Non Trading Standards Officer, per hour	01/04/2012	£14.50	01/04/2013	£15.30	5.5%							
				Weights												
				500mg- 5Kg - First item	01/04/2012	£5.50	01/04/2013	£5.60	1.8%							
				- Second and subsequent items	01/04/2012	£4.50	01/04/2013	£4.60	2.2%							
				Below 500mg and above 5Kg - First item	01/04/2012	£9.00	01/04/2013	£9.20	2.2%							
				- Second and subsequent items	01/04/2012	£7.00	01/04/2013	£7.15	2.1%							

5. TRADING STANDARDS - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reasons for change	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class				
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000						
SCS2-5	TRADING STANDARDS (Cont'd)			Measuring instruments for Liquid fuel and Lubricants																
				Per Nozzle - First item	01/04/2012	£105.00	01/04/2013	£107.00												
				- Second and subsequent items on same site	01/04/2012	£65.00	01/04/2013	£66.50												
				Testing peripheral electronic equipment on a separate visit (per site)	01/04/2012	£71.00	01/04/2013	£72.50												
				Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	01/04/2012	£71.00	01/04/2013	£72.50												
				Measuring instruments - Intoxicating liquor																
				150ml or less - First item	01/04/2012	£15.00	01/04/2013	£15.30												
				- Second and subsequent items	01/04/2012	£12.00	01/04/2013	£12.25												
				Above 150ml - First item	01/04/2012	£18.50	01/04/2013	£19.00												
				- Second and subsequent items	01/04/2012	£14.50	01/04/2013	£14.75												
				Length measures																
				3 metres or less - First item	01/04/2012	£9.00	01/04/2013	£9.20												
				- Second and subsequent items	01/04/2012	£7.00	01/04/2013	£7.15												
				Capacity measures																
				1 litre or less - First item	01/04/2012	£5.50	01/04/2013	£5.60												
				- Second and subsequent items	01/04/2012	£4.50	01/04/2013	£4.60												
				Cubic ballast measures	01/04/2012	£156.00	01/04/2013	£159.00												
				Average quantity measures	01/04/2012	£25.00	01/04/2013	£25.50												
				Average quantity templates - First item	01/04/2012	£43.50	01/04/2013	£44.50												
				- Second and subsequent items	01/04/2012	£17.00	01/04/2013	£17.50												

5. TRADING STANDARDS - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reasons for change	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class				
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000						
SCS2-5	TRADING STANDARDS (Cont'd)			Pharmaceutical measures at manufacturers premises																
				0-50 items - 5 graduations	01/04/2012	£2.50	01/04/2013	£2.55	2.0%											
				- 6 graduations	01/04/2012	£2.50	01/04/2013	£2.55	2.0%											
				- 7 to 10 graduations	01/04/2012	£3.50	01/04/2013	£3.60	2.9%											
				50-100 items - 5 graduations	01/04/2012	£2.00	01/04/2013	£2.05	2.5%											
				- 6 graduations	01/04/2012	£2.00	01/04/2013	£2.05	2.5%											
				- 7 to 10 graduations	01/04/2012	£3.00	01/04/2013	£3.05	1.7%											
				100+ items - 5 graduations	01/04/2012	£2.00	01/04/2013	£2.05	2.5%											
				- 6 graduations	01/04/2012	£2.00	01/04/2013	£2.05	2.5%											
				- 7 to 10 graduations	01/04/2012	£3.00	01/04/2013	£3.05	1.7%											
				D			Hire of cattle crush:													
							Oxfordshire businesses													
			- First day	01/04/2012	£259.00	01/04/2012	£259.00	0.0%			1		1		0	SR				
			- Subsequent days	01/04/2012	£77.50	01/04/2012	£77.50	0.0%												
			- Additional fee for re-location (per hour)	01/04/2012	£15.53	01/04/2012	£15.53	0.0%												
			Non-Oxfordshire businesses																	
			- First day	01/04/2012	£310.50	01/04/2012	£310.50	0.0%												
			- Subsequent days	01/04/2012	£77.50	01/04/2012	£77.50	0.0%												
			- Additional fee for re-location (per hour)	01/04/2012	£15.50	01/04/2012	£15.50	0.0%												
			To recover costs incurred administering the scheme								8		8		0	SR				
			Buy with Confidence Trader Approval scheme																	
			1-5 employees	01/04/2012	£103.50	01/04/2012	£105.50	1.9%												
			6-20 employees	01/04/2012	£155.50	01/04/2012	£158.50	1.9%												
			21+ employees	01/04/2012	£207.00	01/04/2012	£211.00	1.9%												
D			To recover costs incurred during meeting requests for environmental searches											1	1	NB				
			Petroleum Environmental Searches																	
			01/04/2013				£100.00													
D			To recover costs associated with providing additional business support and consultancy service													SR				
			Additional Business Support (per hour)																	
			01/04/2013				£40.00													
			Sub-Total Trading Standards									97		99		0				

Legal Position on charging

SP Statutory Prohibited
SA Statutory Arrangements
D Discretionary (LG Act 2003)

Note 1: National guidance on fees for this activity are issued by LG Regulation.
OCC fees will be set following the issue of this guidance.

Note 2: Fees set by statute and have not yet been issued.

VAT Class

SR Standard Rate (20% 4 Jan 2011)
ZR Zero Rated
NB Non Business
EX Exempt

6. GYPSY & TRAVELLER SERVICE - S&CS - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Reasons for change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
SCS2-4	GYPSY & TRAVELLER SERVICES													
	Oxfordshire sites	D	Recovery of full cost	Weekly rent of plot to site resident	01/04/2012	£63.00	01/04/2013	£64.00	1.6%		242	246	-1	EX
	Buckinghamshire sites	D	Recovery of full cost	Weekly rent of plot to site resident (Rents may be lower for particular plots - if there are problems with the electricity supply for example)	01/04/2012	£63.00	01/04/2013	£64.00	1.6%		223	226	-1	EX
		D	Recovery of full cost	Rent for nine additional plots at Redbridge	01/04/2012	£90.00	01/04/2013	£90.00	0.0%			42	42	EX
	Sub-Total Gypsy & Traveller Service										465	514	40	
	Sub-Total Adult Social care										22,789	23,263	18	
	Sub-Total Fire & Rescue										11	11	0	
	Sub-Total Trading Standards										97	99	0	
	TOTAL SOCIAL & COMMUNITY SERVICES										23,362	23,887	58	

Legal Position on charging

SP Statutory Prohibited
 SA Statutory Arrangements
 D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
 ZR Zero Rated
 NB Non Business
 EX Exempt

7. HIGHWAYS & TRANSPORT - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Additional information	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000			
EE1	HIGHWAYS & TRANSPORT																
EE1-2	Policy & Strategy	D	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Administration and Supervision Fees for highway works on new developments - Percentage of Capital cost - Minimum charge (from 1 April 2010)	01/04/2010	9% £1,500.00	01/04/2010	9% £1,500	0.0% 0.0%				359		366	0	NB NB
EE1-4	Delivery	D	Recover costs	Temporary Traffic Regulation Orders Basic Charges: - Routine Temporary TRO - Emergency Notice Advertising, maint of notices and exceptional staff time at cost	01/04/2012 01/04/2012 01/04/2012	£870.00 £435.00 At cost - min £40	01/04/2013 01/04/2013 01/04/2013	£890.00 £450.00 At cost - min £40	2.3% 3.4%		40 225	35 98	40 225	36 101	0 1	NB NB	
		D	Recover costs	Planning Obligation (by Unilateral Undertaking) - Exclusion of property from eligibility for residents (etc) permits or similar - TRO changes related to developments at cost (Minimum charge from 1/04/12)	01/04/2011 01/04/2012	£1,500.00 MIN £1500	01/04/2011 01/04/2012	£1,500.00 MIN £1500	0.0%		10 5	15 5	10 5	15 5	0 0	NB NB	
		D	Recover cost of sign removal	Removal of unauthorised signs (a) Signs under 0.5 sq metre in area (b) Signs over 0.5 sq metre in area	01/04/2012 01/04/2012	£92.00 £128.00	01/04/2013 01/04/2013	£94.00 £132.00	2.2% 3.1%		7 3	1 0	7 3	1 0	0 0	NB NB	
		D		Tourism Signs - New charging framework from 2007: (a) Assessing application and detailed site assessment (b) Design, manufacture & erection (c) Maintenance & removal	01/04/2010 01/04/2010 01/04/2010	£230.00 Cost + 15% 2/3 x (b) above	01/04/2013 01/04/2010 01/04/2010	£240.00 Cost + 15% 2/3 x (b) above	4.3%					0	0	0	NB SR SR
		D		Private access protection road markings	01/04/2012	£55.00	01/04/2013	£60.00	9.1%				0		0	0	NB

7. HIGHWAYS & TRANSPORT - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Additional information	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000		
EE1-3	Highways Network and Asset Management	D	Recover costs of design work for new street lighting schemes.	Design Work on Street Lighting for New Developments	01/04/2012	5%	01/04/2012	5%	0.0%		25	11	25	11	0	SR SR SR
				- Percentage of capital cost	01/04/2012	£252.00	01/04/2013	£258.00	2.4%							
				- Minimum Charge	01/04/2012	£1,044.00	01/04/2013	£1,068.00	2.3%							
		D	Recover costs of design work for new street lighting schemes.	Re-submission of Design Work on Street Lighting	01/04/2012	£68.00	01/04/2013	£72.00	5.9%		3	0	3	0	0	SR
		D	Cover administration costs of attending to enquiries, including retrieval, printing and dispatch of accident data	Sale of Accident Analysis Reports	01/04/2012	£34.00	01/04/2013	£40.00	17.6%	Subject to a Review	40	1	40	2	1	SR
		D	Recover reasonable costs	Staff Admin Time responding to external requests for Private Works in Highway related matters	01/04/2011	£40.00 per hr. or 15% of total works	01/04/2011	£40.00 per hr. or 15% of total works	0.0%	Subject to a Review		9		9	0	SR
		SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Defect Inspections set by Statutory Regulation	01/04/2009	£47.50	01/04/2009	£47.50	0.0%		1,470	70	1,470	70	-2	NB
		SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Sample Inspections set by Statutory Regulation	01/04/2009	£50.00	01/04/2009	£50.00	0.0%		6,000	300	6,000	300	-6	NB
		SA	Recover costs	Commutted fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record	01/04/2001	£600.00	01/04/2001	£600.00	0.0%		35	21	35	21	0	NB
		SA	Recover costs	Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA) Discounted rate	12/05/2008	£120.00	12/05/2008	£120.00	0.0%		50	6	50	6	0	NB
					12/05/2008	£80.00	12/05/2008	£80.00	0.0%		8	1	8	1	0	NB

7. HIGHWAYS & TRANSPORT - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Additional information	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000			
EE1-3	Highways Network and Asset Management Continued	SA	Recover costs	Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.	01/06/2001	Various As per scale of charges	01/06/2001	Various As per scale of charges			100	50	100	50	-1	NB	
		D	Recover costs	Filming Policy - On or in the vicinity of the Highway: - Application Fee for permission to film Crew Size 1-5 Crew Size 6-12 Crew Size 12-29 Crew Size 30+ - Further Associated charges (site visits, materials, alterations, clearance etc...)	01/04/2012	£52.50	01/04/2013	£55.00	4.8%				4	4	0	NB	
						01/04/2012	£105.00	01/04/2012	£105.00	0.0%						NB	
						01/04/2012	£315.00	01/04/2012	£315.00	0.0%						NB	
						01/04/2012	£1,050.00	01/04/2013	£1,100.00	4.8%						NB	
						01/04/2012	Various at cost	01/04/2013	Various at cost							NB	
		D	Recover costs	Vehicle Crossings (residential)		01/04/2012	£84.00	01/04/2013	£85.00	1.2%		650	55	650	55	0	NB
		D	Recover costs	Vehicle Crossings (multiple access and commercial use)		01/04/2012	£315.00	01/04/2012	£315.00	0.0%		5	2	5	2	0	NB
		D	Recover costs	Vehicle Crossings - Design and Testing Costs		01/04/2012	at cost	01/04/2012	at cost				2	2	2	0	NB
		D	Recover costs	Highway Material Storage Licence		01/04/2013	£42.00	01/04/2013	£50.00	19.0%		20	1	40	2	1	NB
		D	Recover costs	Skip Licences		01/04/2012	£42.00	01/04/2013	£50.00	19.0%		2,050	86	2,050	103	15	NB
		D	Recover costs	Skip Licence Renewals		01/04/2012	£26.00	01/04/2013	£30.00	15.4%		720	19	720	22	3	NB
		D	Recover costs	One day Skip Licence (new charge)		01/04/2013	£25.00	01/04/2013	£25.00				200	5	5	5	NB
D	Recover costs	Scaffolding Licences - one month occupation		01/04/2012	£95.00	01/04/2013	£100.00	5.3%		460	44	560	56	11	NB		
D	Recover costs	Scaffolding Licences Renewals - one month occupation		01/04/2012	£74.00	01/04/2013	£80.00	8.1%		100	7	102	8	1	NB		

7. HIGHWAYS & TRANSPORT - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Additional information	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000				
EE1-3	Highways Network and Asset Management Continued	D	Recover costs	Tower Scaffolding Licences/Cherry Picker / Small Lift - 2 days occupation	01/04/2012	£63.00	01/04/2013	£65.00	3.2%		300	19	300	20	0	NB		
		D	Recover costs	Large Cranes (New charge)				01/04/2013	£150					12	2	2	NB	
		D	Recover costs		Scaffolding Licences Renewals - 2 days occupation	01/04/2012	£63.00	01/04/2013	£65.00	3.2%		30	2	30	2	0	NB	
		D	Recover costs		Hoarding Consents - one month occupation	01/04/2012	£95.00	01/04/2013	£100.00	5.3%		20	2	30	3	1	NB	
		D	Recover costs		Hoarding Consents Renewals - one month occupation	01/04/2012	£74.00	01/04/2013	£80.00	8.1%		4	0	8	1	0	NB	
		D	Recover costs		Oversailing Consents - structures oversailing the highway	01/04/2012	£157.50	01/04/2013	£160.00	1.6%		8	1	8	1	0	NB	
		D	Recover costs		Oversailing Consents - temporary traffic monitoring/CCTV oversailing the highway attached to OCC nonrtrv	01/04/2012	£52.50	01/04/2013	£55.00	4.8%		40	2	40	2	0	NB	
		D	Recover costs		Table & Chairs Licence Annual charges - new framework								9		9		0	
					Up to 2 tables & 8 seats	01/04/2012	£190	01/04/2013	£200	5.3%								NB
					For 3 to 4 tables & up to 16 seats	01/04/2012	£475	01/04/2013	£500	5.3%								NB
					For 5 to 10 tables & up to 40 seats	01/04/2012	£860	01/04/2013	£900	4.7%								NB
					For 11 or more tables & over 40 seats	01/04/2012	£1,315	01/04/2013	£1,400	6.5%								NB
		D	Recover costs		Supply of Highway related information, including Personal Search Fees - Written response to enquiries	01/04/2012	£62.40	01/04/2012	£62.40	0.0%	Subject to a Review	1,100	68	1,100	69	-1	SR	
					Verbal response to enquiries	01/04/2012	£12.60	01/04/2012	£12.60	0.0%		10	0	10	0	0	SR	
		D	Recover costs		Supply of Conveyancing 29 Highway Search Information	01/04/2002	£10,000.00	01/04/2013	£9,000.00	-10.0%	Subject to a Review	5	50	5	45	-6	NB	
		D	Recover costs		Supply of Traffic Survey Data - First Data Item	01/04/2012	£198.00	01/04/2013	£204.00	3.0%	Subject to a Review		5		6		1	SR
			Additional Data Items on same order	01/04/2012	£125.00	01/04/2013	£130.00	4.0%								SR		
			Additional weeks at ATC sites	01/04/2012	£30.00	01/04/2012	£30.00	0.0%								SR		
D	Cover Admin Costs		Supply copies of signal controller specifications and site drawings	01/01/2012	£42.00	01/04/2013	£43.20	2.9%	Subject to a Review	5	0	5	0	0	0	SR		
			Additional site in same request	01/01/2012	£21.00	01/04/2013	£21.60	2.9%			10	0	10	0	0	SR		

7. HIGHWAYS & TRANSPORT - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Additional information	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000		
EE1-46	On-Street Parking & Park and Ride	D	Contribute towards operating costs of park and ride facilities	Park and Ride Car Park charges							0		150	150		
				Long stay at Thornhill & Water Eaton only	05/11/12	11-24 hr £3 24-48 hr £6 48-72 hr £9	19/11/12	11-24 hr £3 24-48 hr £6 48-72 hr £9								
				Excess Charge Notices - Fines paid within 14 days	05/11/12	£50.00	19/11/12	£50.00	0.0%							NB
				Fines paid after 14 & up to 28 days	05/11/12	£100.00	19/11/12	£100.00	0.0%							NB
		D	On Street Parking	On Street Parking - Pay and Display Oxford City Centre - Central Area 8am-6:30pm Mon-Sat							5,902		5,902	-118		
				30 min	13/09/2010	£1.00	13/09/2010	£1.00	0.0%							NB
				1 hour	13/09/2010	£2.50	13/09/2010	£2.50	0.0%							NB
				2 hours (where applicable)	13/09/2010	£4.00	13/09/2010	£4.00	0.0%							NB
				3 hours (where applicable)	13/09/2010	£4.00	13/09/2010	£4.00	0.0%							NB
				8am-6:30pm Sunday	13/09/2011	As Mon-Sat	13/09/2011	As Mon-Sat	0.0%							NB
				6.30pm - 10pm daily	13/09/2011	£2.50	13/09/2011	£2.50	0.0%							NB
				Oxford City Centre - Outer Areas 8am-6:30pm Mon-Sat (or as applicable)												
				30 min	13/09/2010	£1.00	13/09/2010	£1.00	0.0%							NB
				1 hour	13/09/2010	£2.00	13/09/2010	£2.00	0.0%							NB
				2 hours	13/09/2010	£3.00	13/09/2010	£3.00	0.0%							NB
				8am-10pm Sunday (where applicable)	30/08/2011	£2.00	30/08/2011	£2.00	0.0%							NB
				6.30pm - 10pm daily (where applicable)	30/08/2011	£2.00	30/08/2011	£2.00	0.0%							NB
				Abingdon 8am-6pm (excl. Sundays, B hols.)												
				1 hour	01/04/2010	£0.40	01/04/2010	£0.40	0.0%							NB
				2 hours (the maximum)	01/04/2010	£0.60	01/04/2010	£0.60	0.0%							NB
				Visitor permit (24 hours)	01/04/2010	£0.40	01/04/2010	£0.40	0.0%							NB
				Henley 8am-6pm (excl. Sundays, B Hols.)												
				1 hour	01/04/2010	£0.30	01/04/2010	£0.30	0.0%							NB
				2 hours (the maximum)	01/04/2010	£0.40	01/04/2010	£0.40	0.0%							NB
				Visitors permit (24 hours)	01/04/2010	£0.30	01/04/2010	£0.30	0.0%							NB
				Wallingford 8am-6pm (excl. Sundays, B hols.)												
				1.5 hours (the maximum)	01/04/2010	£0.30	01/04/2010	£0.30	0.0%							NB
				Vehicle Removal Charge	01/04/2010	£105.00	01/04/2010	£105.00	0.0%							NB

8. GROWTH & INFRASTRUCTURE - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Comments	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000					
EE2-25	Rights of Way Continued	D	Recover costs	Supply of Highway related information Written response to enquiries	01/04/2012	£62.40	01/04/2012	£62.40	0.0%		0	0	0	0	0	SR			
				Sale of Planprints - up to A1 size	01/04/2008	£7.90	01/04/2008	£7.90	0.0%	No change	0	0	0	0	0	0	SR		
				Recover costs	Sale of Photocopies (per side)	01/04/2011	£0.25	01/04/2011	£0.25	0.0%	No change	0	0	0	0	0	0	SR	
					A4 - black & white	01/04/2011	£0.30	01/04/2011	£0.30	0.0%	No change	0	0	0	0	0	0	SR	
					A4 - colour	01/04/2011	£0.35	01/04/2011	£0.35	0.0%	No change	0	0	0	0	0	0	SR	
					A3 - black & white	01/04/2011	£0.40	01/04/2011	£0.40	0.0%	No change	0	0	0	0	0	0	SR	
D	Recover costs	Copy of Legal Order package	01/04/2011	£3.40	01/04/2013	£3.50	2.9%		0	0	0	0	0	0	SR				
EE2-3	Infrastructure Planning	D	Recover costs	Supply of information in regards to Planning Written response to enquiries	01/04/2012	£62.40	01/04/2012	£62.40	0.0%		8	0	8	0	0	SR			
				Copies of Planning Obligations and other associated legal agreements (i.e S38, S278, Bonds, Routing Agreements etc)	Electronic Copies	01/04/2011	£18.00	01/04/2011	£18.00	0.0%	No change	6	0	6	0	0	0	SR	
					Paper Copies	01/04/2011	£24.00	01/04/2011	£24.00	0.0%	No change	6	0	6	0	0	0	SR	
					D	Recovery of costs	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	01/04/2006	Various	01/04/2006	Various	0.0%			22		26		4
				EE2-32	Historic & Natural Environment	D	Recovery of cost	Protectes Species Advice to District Authorities (hourly rate)	07/10/2011	£20.00	07/10/2013	£21.00	5.0%		50	1	50	1	0
Specialist Ecological Planning Advice for District Authorities (hourly rate - normal)	07/10/2011	£22.00	07/10/2013					£23.00	4.5%		40	1	40	1	0	NB			
Specialist Ecological Planning Advice for	07/10/2011	£30.50	07/10/2013					£31.50	3.3%		4	0	4	0	0	0	NB		
D	To contribute to the cost of Historic Environment Record (HER) consultations	Charge for digitised HER data to commercial organisations	01/04/2011					£75.00 per hour	01/4/2011	£75.00 per hour	0.0%	No change		1		1	0	NB	
D	To contribute to the cost of HER consultations	Charge for commercial visits to the HER.	01/04/2011					£75.00 per hour	01/4/2011	£75.00 per hour	0.0%	No change		1		1	0	NB	
D	To contribute to the cost of	Charge for monitoring of archaeological	01/04/2011					Various	01/4/2011	Various		No change		1		1	0	NB	

8. GROWTH & INFRASTRUCTURE - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Comments	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000	Unit	Total £000		
EE2-32	Historic & Natural Environment (Continued)	D	To contribute to the cost of arranging for archaeological fieldwork.	Charge for writing briefs for archaeological fieldwork required for commercial developments.	01/04/2011	£75.00 per brief	01/04/2011	£75.00 per brief	0.0%	No change		1		1	0	NB
EE2-4	Waste Management General Site Costs	D	Recover costs	Disposal of Large Scale DIY Waste	01/04/2011	£1.00 per item	01/04/2011	£1.00 per item	0.0%	No change		11		11	0	NB
		D	To recover costs of disposing of tyres	Standard motorcycle and car tyres Oversized car (no lorry tyres)	01/04/2011 01/04/2008	£2.50 £4.00	01/04/2011 01/04/2008	£2.50 £4.00	0.0% 0.0%	No change No change		7 1		7 1	0 0	NB NB
Sub-Total Sustainable Development												271		308	32	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

9. PROPERTY ASSET MANAGEMENT & DIRECTOR'S OFFICE- E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
EE2-6	PROPERTY & FACILITIES												
EE2-62	FACILITIES MANAGEMENT												
	Corporate Properties	D	Recovery of full cost	Rents controlled by terms of the lease	01/04/2009	Various	01/04/2009	Various	-	298	280	-24	EX
	Staff Housing	D	Recovery of full cost		01/04/2009	Various	01/04/2009	Various	-	142	123	-22	EX
	Smallholdings	D	Recovery of full cost		01/04/2009	Various	01/04/2009	Various	-	50	50	-1	EX
	Oxford Castle site (opted)												SR
	Any provision for parking a motorcar - garage etc												SR
	Sub-Total									490	453	-47	
EE2-62	FACILITIES MANAGEMENT												
	Admin Support Services	D	Recover costs	Sale of Planprints						0	0	0	
				- up to A1 size	01/04/2008	£7.90	01/04/2008	£7.90	0.0%				SR
				- up to A0 size	01/04/2008	£9.90	01/04/2008	£9.90	0.0%				SR
				- over A0 size	01/04/2008	£14.80	01/04/2008	£14.80	0.0%				SR
			Recover costs	Sale of Photocopies (per side)						0	0	0	
				A4 - black & white	01/04/2011	£0.25	01/04/2011	£0.25	0.0%				SR
				A4 - colour	01/04/2011	£0.30	01/04/2011	£0.30	0.0%				SR
				A3 - black & white	01/04/2011	£0.35	01/04/2011	£0.35	0.0%				SR
				A3 - colour	01/04/2011	£0.40	01/04/2011	£0.40	0.0%				SR
				A0	01/04/2011	£5.00	01/04/2011	£5.00	0.0%				SR
		D	Recover costs	Staff time responding to external requests for information (per hour)	01/04/2012	£40.00	01/04/2012	£40.00	0.0%	0	0	0	SR
		D	Recover costs	Sale of Publications - Various	01/04/2008	Various	01/04/2008	Various		0	0	0	ZR
	Sub-Total									0	0	0	
	Sub Total Property & Facilities									490	453	-47	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

10. ADULT LEARNING - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
EE3 EE3-7	OXFORDSHIRE CUSTOMER SERVICES Adult Learning	D	To recover costs and develop an additional income stream	HIRE OF ADULT LEARNING PREMISES For educational purposes						5	11	6	
				For all Users: Classroom/teaching space (max. 20 learners)	01/09/2012	£15.00	01/09/2013	£15.30	2.0%				SR
				Specialist workroom (e.g. woodwork, sewing machines, pottery)	01/09/2012	£25.00	01/09/2013	£25.50	2.0%				SR
				ICT Suite - including consumables (max. 12 learners)	01/09/2012	£25.00	01/09/2013	£25.50	2.0%				SR
				Use of Kitchen	01/09/2012	£5.00	01/09/2013	£5.10	2.0%				SR
		D	To contribute towards the cost of the service	ADULT LEARNING COURSE FEES Personal & Community Development Learning:						350	357	0	
				Standard Courses	01/09/2012	£4.50	01/09/2013	£4.60	2.2%				EX
				Enhanced courses	01/09/2012	£5.00	01/09/2013	£5.10	2.0%				EX
				Workshops	01/09/2012	£6.50	01/09/2013	£6.60	1.5%				EX
				Lip-Reading	01/09/2012	£4.50	01/09/2013	£4.60	2.2%				EX
				Engagement courses	01/09/2012	£2.50	01/09/2013	£2.50	0.0%				EX
				ESOL (English Speakers of Other Languages) - Adult Safeguarded budget funded	01/09/2012	£4.50	01/09/2013	£4.60	2.2%				EX
				Further Education:									
				Standard Courses	01/09/2012	£4.50	01/09/2013	£4.60	2.2%				EX
				GCSE	01/09/2012	£4.50	01/09/2013	£4.60	2.2%				EX
				ESOL (English Speakers of Other Languages) - Adult Skills budget funded	01/09/2012	£3.00	01/09/2013	£3.00	0.0%				EX
				Overseas Learners - EFL, PCDL, FE	01/09/2012	£6.50	01/09/2013	£7.50	15.4%				EX
	Sub-Total Adult Learning									355	368	6	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

11. OXFORDSHIRE CUSTOMER SERVICES - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
EE3	OXFORDSHIRE CUSTOMER SERVICES												
EE3-2	Money Management	SA	Recovery of costs	Court of Protection income detail as follows: <u>Category 1</u> Work up to court order date	Feb 11	£670.00	Feb 11	£670.00	0.0%	131	134	0	NB
				<u>Category 2 Property & Affairs</u> Annual Management Fee Yr 1	Feb 11	£700.00	Feb 11	£700.00	0.0%				
				Yr2 & subsequent yrs or max 3% of net assets if less than £16,000	Feb 11	£585.00	Feb 11	£585.00	0.0%				
				Deputy for Health & Welfare	Feb 11	£500.00	Feb 11	£500.00	0.0%				
				<u>Category 3 Property Management</u>	Feb 11	£270.00	Feb 11	£270.00	0.0%				
				<u>Category 4 Annual report</u>	Feb 11	£195.00	Feb 11	£195.00	0.0%				
		D	Recovery of full cost	Charge per hour for work in relation to estates of deceased clients	Feb 11	£100.00	Feb 11	£100.00	0.0%				
EE3-2	Payroll Control	D	Recovery of full cost	Admin fee for unison subscriptions		2%		2%	0.0%	10	10	0	SR
		SA	Recovery of full cost	Admin fee for Court Orders per employee		£1.00		£1.00	0.0%				
EE3-6	Learning & Development	D	Recovery of full cost	Fire prevention training		£6,000.00		£6,000.00		42	42	-1	EX
EE3-6	Occupational Health Service	D	Recovery of full cost	Referral Charge for Directorates & Outside Bodies	Apr '11	£155.30	Apr '11	£159.28	2.6%	1	1	0	SR
EE5-8	Translation Service		Recovery of full cost	Translation services					-	12	12	0	SR
EE3-5	Concessionary Fares	D	Cost of replacement card	Card issue and admin			01/04/2012	£10.00		4	4	0	SR
EE3-5	Disabled Parking	D	Recovery of full cost	Card issue and admin, assessment service			01/04/2012	£10.00		84	84	-2	SR

11. OXFORDSHIRE CUSTOMER SERVICES - E&E - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
	Sub-Total Customer Services									284	287	-3	
	Sub-Total Highways & Transport									7,261	7,463	56	
	Sub-Total Growth & Infrastructure									271	308	32	
	Sub-Total Property Asset Management									490	453	-47	
	Sub-Total Adult Learning									355	368	6	
TOTAL ENVIRONMENT & ECONOMY										8,662	8,879	44	

Legal Position on charging

SP Statutory Prohibited
 SA Statutory Arrangements
 D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
 ZR Zero Rated
 NB Non Business
 EX Exempt

12. LIBRARIES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13			2013/14			% increase in fees & charges	Reasons for Change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge						
CEO4-9 CEO4-91	CULTURAL SERVICES Library Service	D	To recover costs but remain competitive.	PHOTOCOPIING a) self-service photocopying - per A4 copy - per A3 copy b) by staff on self-serve copier - per A4 copy - per A3 copy - fragile items A4/A3 c) minimum charge for postal requests for copies		01/04/1991 01/04/1991 01/04/1995 01/04/1995 01/04/1998 01/04/2007	£0.10 £0.20 £0.25 £0.50 £1.00 £3.40		01/04/1991 01/04/1991 01/04/1995 01/04/1995 01/04/1998 01/04/2007	£0.10 £0.20 £0.25 £0.50 £1.00 £3.40	0.0% 0.0% 0.0% 0.0% 0.0% 0.0%		29	27	-3	SR SR SR SR SR	
		D	To recover costs but remain competitive.	MICROFORM COPYING a) self service copying b) copying by staff		01/04/1997 01/04/1998	£0.50 £1.00		01/04/1997 01/04/1998	£0.50 £1.00	0.0% 0.0%		0	0	0	SR SR	
		D	An incentive for the earlier return of borrowed items.	LIBRARY OVERDUE CHARGES a) Static Libraries - Adults - per day library open during first week (daily rate) - maximum per item -Children - per day library open during first week - maximum per item - Children in public care	A	01/04/2011 01/04/2011 01/04/2007 01/04/2007 01/04/2003	£0.20 £9.20 £0.05 £2.30 Exempt		01/04/2011 01/04/2011 01/04/2007 01/04/2007 01/04/2003	£0.20 £9.20 £0.05 £2.30 Exempt	0.0% 0.0% 0.0% 0.0% 0.0%		178	158	-24	NB NB NB NB	
		D	An incentive for readers to remember their tickets.	REPLACEMENT OF LIBRARY TICKETS - computer system (per ticket)		01/04/2007	£1.50		01/04/2007	£1.50	0.0%		2	2	0	NB	
		D	To cover small element of costs incurred and act as an incentive to collect items when available.	LIBRARY RESERVATION FEES a) Book / Audio Books Reservations: - Standard charge - Concessionary rate - Under 18s (Incl children in public care) b) Items supplied from outside Oxfordshire : - Standard charge - Concessionary rate c) Audio Visual Reservations (excluding Audio Books): - Standard charge - Concessionary rate	B B C	01/04/2012 01/04/2012 01/04/2005 01/04/2012 01/04/2012 01/04/2012 01/04/2012	£1.00 £0.50 Exempt £4.00 £2.00 £1.00 £0.50		01/04/2012 01/04/2012 01/04/2005 01/04/2013 01/04/2013 01/04/2012 01/04/2012	£1.00 £0.50 Exempt £4.50 £2.50 £1.00 £0.50	0.0% 0.0% 0.0% 12.5% 25.0% 0.0% 0.0%	Comparable to neighbouring authorities	70	72	1	NB NB NB NB NB	

12. LIBRARIES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13			2013/14			% increase in fees & charges	Reasons for Change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge						
CEO4-91	Library Service (cont'd)	D	To purchase new items and maximise income for the Service as a whole.	AUDIO VISUAL HIRE CHARGES	D												
				a) Books on Cassette (per 3 weeks / mobiles 4 weeks):	D									7	0	-7	
				- Band 1	D	01/04/2009	£0.50		01/04/2013	£0.75		50.0%					NB
				- Band 2	D	01/04/2004	£0.75		01/04/2013	£1.00		33.3%					NB
				- Band 3	D	01/04/2005	£1.50		01/04/2013	£2.00		33.3%					NB
				- Children in public care	D	01/04/2003	Exempt		01/04/2003	Exempt							
				b) Video Cassettes (per wk / Mobile Visit)	D									0	0	0	
				- Band 1	D	01/04/2006	£1.25		01/04/2006	£1.25		0.0%					NB
				- Band 2	D	01/04/2006	£2.50		01/04/2006	£2.50		0.0%					NB
				- Band 3	D	01/04/2006	£3.50		01/04/2006	£3.50		0.0%					NB
				c) DVDs (Per Week / Mobile visit)	D									243	228	-20	
				- Band 1	D	01/04/2006	£1.25		01/04/2006	£1.25		0.0%					NB
				- Band 2	D	01/04/2006	£2.50		01/04/2006	£2.50		0.0%					NB
				- Band 3	D	01/04/2006	£3.50		01/04/2006	£3.50		0.0%					NB
				d) DVDs Late return Charges (Per day Static Library)	D												
				- Band 1	D	01/01/2009	£0.20	£3.75	01/01/2009	£0.20	£3.75	0.0%					NB
				- Band 2	D	01/01/2009	£0.40	£7.50	01/01/2009	£0.40	£7.50	0.0%					NB
				- Band 3	D	01/01/2009	£0.50	£10.50	01/01/2009	£0.50	£10.50	0.0%					NB
				e) DVDs Late return Charges (Per day Mobile Library)	D												
				- Band 1	D	01/01/2009	£0.10	£3.75	01/01/2009	£0.10	£3.75	0.0%					NB
				- Band 2	D	01/01/2009	£0.20	£7.50	01/01/2009	£0.20	£7.50	0.0%					NB
				- Band 3	D	01/01/2009	£0.25	£10.50	01/01/2009	£0.25	£10.50	0.0%					NB
				f) Music CD's (per Week / Mobile visit)	D									19	17	-2	
				- Band 1	D	01/04/1998	£1.00		01/04/1998	£1.00		0.0%					NB
				- Band 2	D	01/04/1998	£1.50		01/04/1998	£1.50		0.0%					NB
				- Band 3	D	01/04/1998	£2.00		01/04/1998	£2.00		0.0%					NB
				- Taster loans (to try CDs on site)	D	01/04/2004	£0.25		01/04/2004	£0.25		0.0%					NB
				g) Music CDs Late return Charges (Per day Static Librarv)	D												
				- Band 1	D	01/01/2009	£0.15	£3.00	01/01/2009	£0.15	£3.00	0.0%					NB
				- Band 2	D	01/01/2009	£0.20	£4.50	01/01/2009	£0.20	£4.50	0.0%					NB
				- Band 3	D	01/01/2009	£0.30	£6.00	01/01/2009	£0.30	£6.00	0.0%					NB
				h) Music CDs Late return Charges (Per day Mobile Librarv)	D												
				- Band 1	D	01/01/2009	£0.07	£3.00	01/01/2009	£0.07	£3.00	0.0%					NB
				- Band 2	D	01/01/2009	£0.10	£4.50	01/01/2009	£0.10	£4.50	0.0%					NB
				- Band 3	D	01/01/2009	£0.15	£6.00	01/01/2009	£0.15	£6.00	0.0%					NB
				i) Books on CD (3 weeks / Mobile 4 Weeks):	D									35	37	1	
				- Band 1	D	01/01/2009	£0.50		01/04/2013	£0.75		50.0%					NB
				- Band 2	D	01/04/2004	£0.75		01/04/2013	£1.00		33.3%					NB
				- Band 3	D	01/04/2004	£1.50		01/04/2013	£2.00		33.3%					NB
				- Children in public care	D	01/04/2003	Exempt		01/04/2003	Exempt							
				j) Audio Books & Language Packs Late Return Charges (Per day Static Librarv)	D												
				- Band 1	D	01/01/2009	£0.02	£1.50	01/01/2009	£0.02	£1.50	0.0%					NB
				- Band 2	D	01/01/2009	£0.04	£2.25	01/01/2009	£0.04	£2.25	0.0%					NB
				- Band 3	D	01/01/2009	£0.08	£4.50	01/01/2009	£0.08	£4.50	0.0%					NB

12. LIBRARIES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13			2013/14			% increase in fees & charges	Reasons for Change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class				
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge										
CEO4-91	Library Service (cont'd)			k) Audio Books & Language Packs Late Return Charges (Per dav Mobile Library) - Band 1 - Band 2 - Band 3 l) CD-ROM (per Week / Mobile visit) - Band 1 - Band 2 - Band 3 - Band 4 m) Language Packs (per 3 weeks/ mobiles 4 weeks) - Band 1 - Band 2 n) PlayStation Charges (per wk / mobiles 2 wks) - Band 1 - Band 2	D	01/01/2009	£0.02	£1.50	01/01/2009	£0.02	£1.50	0.0%		0	0	0	NB				
						01/01/2009	£0.03	£2.25	01/01/2009	£0.03	£2.25	0.0%						NB			
						01/01/2009	£0.06	£4.50	01/01/2009	£0.06	£4.50	0.0%							NB		
					D	01/04/2001	£1.00		01/04/2001	£1.00		0.0%						NB			
						01/04/2001	£1.50		01/04/2001	£1.50		0.0%							NB		
						01/04/2001	£2.00		01/04/2001	£2.00		0.0%								NB	
					D	01/04/2001	£3.00		01/04/2001	£3.00		0.0%						NB			
						01/01/2009	£0.75		01/04/2013	£1.00		33.3%							NB		
						01/04/1999	£1.50		01/04/2013	£2.00		33.3%								NB	
				D	01/04/2005	£2.00		01/04/2005	£2.00		0.0%	NB									
					01/04/2005	£3.00		01/04/2005	£3.00		0.0%			NB							
				D	To self finance the service.	VOCAL & ORCHESTRAL SETS												13	16	3	
						a) Booking Fee per 6 month loan															
						- Vocal Scores per set of 10															
						- per score with performance time of 10 minutes or less		01/04/2004	£0.50		01/04/2004	£0.50				0.0%					NB
						- per score with performance time of more than 10 minutes		01/04/2004	£1.00		01/04/2004	£1.00				0.0%					NB
						- Orchestral Sets															
		- per set for works with performance time of 10 minutes or less		01/04/2012	£12.00		01/04/2012	£12.00			0.0%					NB					
		- per set for works with performance time of more than 10 minutes		01/04/2012	£24.00		01/04/2012	£24.00			0.0%					NB					
		b) Overdue charge (irrespective of original booking fee)		01/04/2004	£10.00		01/04/2004	£10.00			0.0%					NB					
		- per week or part week, per loan, vocal or orchestral																			
		c) Renewal fee per set for vocal or orchestral		01/04/2004	£10.00		01/04/2013	£12.00			20.0%					NB					

12. LIBRARIES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13			2013/14			% increase in fees & charges	Reasons for Change	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class				
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge										
CE04-91	Library Service (cont'd)	D	To recover costs.	CD ROM / INTERNET SEARCHES a) Searches: Searches (staff mediated services): - Mailing list per company record - Company report: executive/peer report per co. - Company report: standard report per co. - Company report: full report per co. - Admin charge if invoice requested - Research fees: - Searches lasting 0-30mins - Searches lasting 31-60 mins - Searches lasting 31-90 mins - Searches lasting 31-120 mins - printing (per page of text) - printing (digital mapping) - download to disk (floppy) - download to disk (CD)		01/04/2012	£0.10		01/04/2012	£0.10		0.0%		0	0	0	SR				
						01/04/2012	£1.50		01/04/2012	£1.50		0.0%									
						01/04/2012	£2.50		01/04/2012	£2.50		0.0%									
						01/04/2012	£3.50		01/04/2012	£3.50		0.0%									
						01/04/2012	£5.00		01/04/2012	£5.00		0.0%									
						01/04/2012	£0.00		01/04/2012	£0.00		0.0%									
						01/04/2012	£13.50		01/04/2012	£13.50		0.0%									
						01/04/2012	£27.00		01/04/2012	£27.00		0.0%									
						01/04/2012	£40.50		01/04/2012	£40.50		0.0%									
											01/04/2006	£0.20		01/04/2006	£0.20		0.0%				
						01/04/2000	£0.50		01/04/2000	£0.50		0.0%					SR				
						01/04/2006	£0.50		01/04/2006	£0.50		0.0%					SR				
						01/04/2006	£1.00		01/04/2006	£1.00		0.0%					SR				
		D	To recover costs.	INTERNET SERVICE A4 Colour and B&W prints A4 Colour and B&W prints (Double sided) A3 Colour and B&W prints A3 Colour and B&W prints (Double sided) Sales of diskettes, discs, memory sticks		01/04/2009	£0.20		01/04/2009	£0.20		0.0%	To cover printing costs	56	58		1	SR			
						01/04/2009	£0.30		01/04/2009	£0.30		0.0%									
						01/04/2009	£0.40		01/04/2009	£0.40		0.0%									
						01/04/2009	£0.60		01/04/2009	£0.60		0.0%	Fees set at officers discretion								
		D	To recover Costs	FAX TRANSMISSIONS (by staff) Handling charge		01/04/2009	£3.50		01/04/2009	£3.50		0.0%	Fees set at officers discretion reflecting market forces	3	2		-1	SR			
Sub-Total Library Service													658	620		-51					

Notes

- A Overdue charges will not be charged in the following cases:
- books borrowed by housebound readers, people with disabilities, children in public care, registered foster carers, childminders and picture books borrowed by children under 5 yrs old on their own library card.
- books borrowed from a mobile library
- B For all book and audio book reservations (including 'out of county'), housebound readers, under 18's, and registered foster carers are exempt.
Concessionary rates apply to people with disabilities and unemployed people.
- C Concessionary rates for audio visual reservations apply to the under 18's, people with disabilities and registered foster carers. Housebound readers are exempt.
- D All audio visual hire services are free to the housebound. People with disabilities are entitled to free loans with the exception of DVDs and CDs
Children in public care and registered foster carers are exempt for audio books only

VAT Class

- SR Standard Rate (20% 4 Jan 2011)
NB Non Business
EX Exempt

Legal Position on charging

- SP Statutory Prohibited
D Discretionary (LG Act 2003)

13. HERITAGE SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13		2013/14		% increase in fees & charges	Additional Information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class							
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)													
SCS4 SCS4-2	COMMUNITY SERVICES Heritage & Arts Services	D	To recover costs but remain competitive.	DIGITAL IMAGING Digital Image Prints - per copy on A4 (or smaller) - per copy on A3 paper Copies of Archive and Local Studies Sources created to order - per copy on A4 (or smaller) - per copy on A3 paper Photo paper Digital Prints - per copy on A4 (or smaller) - per copy on A3 paper Create Digital Images Low Resolution PDF or JPEG - per copy on A4 (or smaller) - per copy on A3 paper High Resolution - per copy on A4 (or smaller) - per copy on A3 paper Other - Use of USB Memory Stick per day - Use of USB Memory Stick per week - Use of Digital Camera per day - Use of Digital Camera per week Transfer to CD-R	F/G	01/10/2011	£4.00				Under review	6	6	0	SR							
						01/10/2011	£4.00															
						01/10/2011	£7.00										6	6	0	SR		
						01/10/2011	£10.00													SR		
						01/10/2011	£10.00													SR		
						01/10/2011	£10.00													SR		
						01/10/2011	£1.00													SR		
						01/10/2011	£1.00													SR		
						01/10/2011	£10.00													SR		
						01/10/2011	£10.00													SR		
						01/10/2011	£4.00													SR		
						01/10/2011	£12.00													SR		
						01/10/2011	£4.00													SR		
						01/10/2011	£12.00													SR		
																					SR	
								D	To meet costs and income target.	MRC DIGITAL IMAGING Provide digital image - per item - up to 10 on CD Provide print - record print quality up to A4 - replica print quality up to A3 Studio Photography - per hour			01/10/2012	£7.50				Under review	0	0	0	SR
													01/04/2007	£50.00								
						01/10/2011	£15.00								SR							
						01/10/2011	£0.00								SR							
						01/10/2011	£0.00								SR							

13. HERITAGE SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13		2013/14		% increase in fees & charges	Additional Information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class											
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)																	
SCS4-2	Heritage & Arts Services (cont'd)	D	To meet costs and income target.	HIRE OF ACCOMMODATION	A						Under review	4	4	0												
						a) Oxfordshire Museum																				
						- Exhibition Gallery																				
						- per week	01/04/2011	£160.00																	EX	
						- per day	01/04/2011	£40.00																	EX	
						b) Brewhouse																				
						- Exhibition Gallery																				
						- per month	01/04/2008	£200.00																		EX
						- 1/2 day Education Use	01/04/2007	£20.00																		EX
						- 1/2 day Commercial Use	01/04/2008	£50.00																		EX
						- per day - Education Use	01/04/2008	£50.00																		EX
						- per day - Commercial Use	01/04/2011	£80.00																		EX
						c) Coachhouse																				
						- 1/2 day Education Use	01/04/2008	£30.00																		EX
						- 1/2 day Commercial Use	01/04/2009	£60.00																		EX
						- per day - Education Use	01/04/2008	£50.00																		EX
						- per day - Commercial Use	01/04/2011	£105.00																		EX
						d) MRC Education Lecture Room																				
						- 1/2 day Education Use	01/04/2012	£20.00																		EX
						- per day - Education Use	01/04/2012	£40.00																		EX
						e) Provision of staff to support activities of hirer per hour																				
						- during Museum open hours	01/04/2011	£15.00																		SR
						- out of of Museum open hours	01/04/2011	£25.00																		SR
f) Equipment Hire																										
Education Use per session	I 01/04/2008	£10.00														SR										
Commercial Use per session	I 01/04/2011	£25.00														SR										
g) Charge for use outside normal hours plus staffing																										
opening hours - per hour	01/04/2011	£37.00														EX										
Commercial Use up to 3 hours	01/04/2011	£55.00														EX										
h) The Oxfordshire Record Office (St Luke's) - Lecture Room																										
- per day	01/10/2011	£0.00														EX										
- per evening	01/10/2011	£0.00														EX										

13. HERITAGE SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13		2013/14		% increase in fees & charges	Additional Information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)						
SCS4-2	Heritage Services (cont'd)	D	To recover costs.	CD-ROM CHARGES a) Searches: - charge per search - printing (per page of text) - printing (digital mapping) - conversion to disk b) Current Awareness: - Profile set-up - Annual Subscription		01/10/2011	£0.00				Under review	0	0	0	SR SR SR SR SR SR
						01/10/2011	£0.00								
						01/10/2011	£0.00								
						01/10/2011	£0.00								
						01/10/2011	£0.00								
		D	To recover costs	MICROFORM COPYING a) Self Service Copying - per A4 copy - per A3 copy b) Copying by Staff - per A4 copy - per A3 copy		01/04/2008	£0.50				Under review	7	7	0	SR SR SR SR
						01/04/2012	£0.50								
						01/04/2008	£1.00								
						01/04/2012	£1.00								
D	To recover costs	PHOTOCOPIES Self Service Copying - - per A4 copy - per A3 copy Local Studies - Staff Operated Copying - - per A4 copy - per A3 copy All Archive Documents and Delicate Documents - per A4 copy - per A3 copy		01/10/2011	£0.20				Under review				SR SR SR SR SR		
				01/10/2011	£0.20										
				01/10/2011	£0.50										
				01/10/2011	£0.50										
				01/10/2011	£1.00										
				01/10/2011	£1.00										

13. HERITAGE SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13		2013/14		% increase in fees & charges	Additional Information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)							
SCS4-2	Heritage Services (cont'd)	D	To recover costs	Computer Printouts							Under review				SR SR	
				Self Service - - per A4 copy - per A3 copy	01/10/2011 01/10/2011	£0.20 £0.20										
				Staff Operated Copying - - per A4 copy - per A3 copy	01/10/2011 01/10/2011	£0.50 £0.50										SR SR
		D	To recover costs	Certificates Per Copy - Motor Vehicle Registration copies Baptism Certificates Marriage Certificates		01/10/2011 01/10/2011 01/10/2011	£7.00 £9.00 £9.00					Under review				SR SR SR
	D	To recover costs	COPIES OF RECORDINGS from Oral History		01/04/2012	£15.00					Under review				SR	
	D	To recover costs	ADMINISTRATIVE CHARGE Minimum charge for providing an invoice for any service		01/04/2011	£20.00					Under review				SR	

13. HERITAGE SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2012/13		2013/14		% increase in fees & charges	Additional Information	Expected Income 2012/13 Total £000	Expected Income 2013/14 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class		
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)								
SCS4-2	Heritage Services (cont'd)	D	To recover Costs	Photographic Photograph Documents	H	01/04/2008						0	0	0	SR		
				Photographic Prints by External Photographer		01/10/2011	Various					Under review					
		D	To recover Costs	Postage & Packing													SR SR SR
				- Reinforced C4 envelope	01/10/2011	£2.00					Under review						
				- Copies supplied in 450mm cardboard tube	01/10/2011	£4.00											
- CD-ROM supplied in disc mailer	01/10/2011	£4.00															
		- Air Mail in addition to basic cost	01/10/2011	£2.00													
D	To Recover Costs	LECTURE FEES plus travel and current OCC rates		01/04/2012	£50.00						2	2	0	SR			
D	To Recover Costs	Use of Oxfordshire Museum Garden for Wedding Photography		01/04/2011	£75.00						0	0	0	EX			
Sub-Total Heritage Services												29	29	-1			

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Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

Notes

A:	20% Commission is charges on all sales
B:	10% discount offered to Members of OMC, for work committed over £1,000 or more than 2 years.
C:	Concessions of 50% proposed for community groups that meet specified criteria.
D:	Preventative & Fumigation. Minimum 4 hours labour charged for set up.
E:	Transport outside County charged at Mileage / Hourly rate. Materials at cost.
F:	standardise rates due to closure of Central Library, Oxs moving to ORO temporarily in 08/09
G:	ORO & OS have large income targets - charges reflect the need to meet these
H:	Photograph Documents with digital cameras - preserve documents from photocopying
I:	New way of charging to accurately reflect staff time to set up

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

14. REGISTRATION SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate		Unit	Total £000	Unit	Total £000		
CEO4 CEO4-8	CHIEF EXECUTIVE'S OFFICE Registration Service	D	To raise revenue to cover the costs of the registration service	To licence approved premises for a three-year period	01/04/2010	£1,950.00	01/04/2013	£2,050.00	5.1%	29	57	29	57	-1	NB
		D	To cover a proportion of the costs	Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday and Saturday between 9.15am and 12 noon.											
				Abingdon- Royse Court (Mon -Fri)	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Banbury Bodicote House	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Bicester - Garth Park	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Didcot - Broadway Room	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Henley - Regatta Court	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
		SA		Oxford - Tidmarsh Lane											
				RO Wed- Fri	01/04/2010	£43.50	01/04/2013	£49.00	12.6%	164	7	164	7	0	EX
				Dexter Room Tues-Fri	01/04/2012	£110.00	01/04/2013	£125.00	13.6%	172	19	172	19	0	EX
				Dexter Room Sat AM	01/04/2012	£180.00	01/04/2013	£190.00	5.6%	134	24	134	24	0	EX
				Wheatley - Shotover Room	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Witney - Windrush Rooms	01/04/2012	£180.00	01/04/2013	£190.00	5.6%						EX
				Total for all district Offices	01/04/2012	£180.00	01/04/2013	£190.00	5.6%	485	87	485	87	-2	EX
				Total for all district Offices	01/04/2012	£410.00	01/04/2013	£425.00	3.7%	140	57	140	57	-1	EX
				Total for all district Offices	01/04/2012	£500.00	01/04/2013	£510.00	2.0%	6	3	6	3	0	EX
		SA		Attending chapel	01/04/2012	£83.50	01/04/2013	£88.00	5.4%	4		4		0	EX
			To raise revenue to cover the costs of the Registration Service	Marriages at Approved Venues (9.00am to 5.30pm)											
				Monday - Thursday	01/04/2012	£360.00	01/04/2013	£370.00	2.8%	108	39	108	39	-1	EX
				Friday & Saturday	01/04/2012	£410.00	01/04/2013	£425.00	3.7%	860	353	860	353	-7	EX
				Sunday & Bank Holiday	01/04/2012	£500.00	01/04/2013	£510.00	2.0%	117	58	117	58	-1	EX
			To raise revenue to cover the costs of the Registration Service	Marriages at Approved Venues (6.00pm to 8.30pm)											
				Monday - Thursday	01/10/2012	£500.00	01/04/2013	£500.00	0.0%					0	EX
				Friday & Saturday	01/10/2012	£500.00	01/04/2013	£500.00	0.0%					0	EX
				Sunday & Bank Holiday	01/10/2012	£600.00	01/04/2013	£600.00	0.0%					0	EX

14. REGISTRATION SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate		Unit	Total £000	Unit	Total £000					
CEO4-8	Registration Service Continued	SA	To raise revenue to cover the costs of the Registration Service	Mariages at Approved Venues (on or after 9pm)														
				Monday - Thursday	01/10/2012	£650.00	01/04/2013	£650.00							0	EX		
			Friday & Saturday	01/10/2012	£650.00	01/04/2013	£650.00							0	EX			
			Sunday & Bank Holiday	01/10/2012	£675.00	01/04/2013	£675.00							0	EX			
			To raise revenue to cover the costs of the Registration Service	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices														
				Monday - Friday	01/04/2012	£200.00	01/04/2013	£210.00	5.0%	0	0	0	0	0	0	SR		
			Saturday	01/04/2012	£220.00	01/04/2013	£230.00	4.5%	24	5	24	5	0	0	SR			
			Sunday & Bank Holiday	01/04/2012	£270.00	01/04/2013	£280.00	3.7%	16	4	16	4	0	0	SR			
			Individual Citizenship Ceremonies	01/04/2012	£150.00	01/04/2013	£160.00	6.7%	17	2	17	2	0	0	SR			
			Group Citizenship Ceremony at County Hall	01/04/2010	£80.00	01/04/2013	£80.00	0.0%	926	74	926	74	-1	0	EX			
			To raise revenue to cover the costs of the Registration Service	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues														
				Monday - Friday	01/04/2012	£200.00	01/04/2013	£210.00	5.0%	4	1	4	1	0	0	SR		
				Saturday	01/04/2012	£220.00	01/04/2013	£230.00	4.5%	5	1	5	1	0	0	SR		
				Sunday & Bank Holiday	01/04/2012	£270.00	01/04/2013	£280.00	3.7%	12	3	12	3	0	0	SR		
Individual Citizenship Ceremonies	01/04/2012	£210.00		01/04/2013	£220.00	4.8%	0	0	0	0	0	0	SR					

14. REGISTRATION SERVICES - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13		Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate		Unit	Total £000	Unit	Total £000					
CEO4-8	Registration Service Continued		To raise revenue to cover the costs of the Registration Service	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council														
				Monday - Sunday/BH	01/04/2012	£360.00	01/04/2013	£370.00	2.8%	16	6	16	6	0	SR			
				Saturday	01/04/2012	£360.00	01/04/2013	£370.00	2.8%	0	0	0	0	0	SR			
				Sunday & Bank Holiday	01/04/2012	£360.00	01/04/2013	£370.00	2.8%	0	0	0	0	0	SR			
				Civil Funerals	01/04/2010	£180.00	01/04/2010	£180.00	0.0%	32	6	32	6	0	ZR			
				D	To raise revenue to cover the costs of the Registration Service	Nationality Checking Service												
				Adult (single application)		01/04/2012	£65.00	01/04/2013	£70.00	7.7%	668	43	668	43	-1	SR		
					Child under 18 who applies separately to parents	01/04/2012	£35.00	01/04/2013	£40.00	14.3%	98	3	98	3	0	SR		
				SA	To raise revenue to cover the costs of the Registration Service	Certificate Fees												
				Births,Deaths& Marriage Certificates		on day of registration	01/04/2010	£3.50	01/04/2012	£4.00	14.3%	39,798	139	39,798	139	-3	EX	
						from a current register	01/04/2010	£7.00	01/04/2010	£7.00	0.0%						EX	
						from a deposited register	01/04/2010	£9.00	01/04/2012	£10.00	11.1%	9,012	81	9,012	81	-2	EX	
				Short Birth Certificate		on day of registration	01/04/2010	£3.50	01/04/2012	£4.00	14.3%						EX	
						from a current register	01/04/2010	£7.00	01/04/2010	£7.00	0.0%						EX	
						from a deposited register	01/04/2010	£9.00	01/04/2012	£10.00	11.1%	46	1	46	1	0	EX	
				SA		Searches in indexes												
						General Search	01/04/2010	£18.00	01/04/2010	£18.00	0.0%						EX	
				SA		Marriages and Civil Partnership												
					Notice of Marriage/Civil Partnership (for 1 person)	01/04/2010	£33.50	01/04/2012	£35.00	4.5%	4,797	161	4,797	161	-3	EX		
					Commemorative Certificates	01/04/2010	£5.00	01/04/2010	£5.00	0.0%	273	1	273	1	0	SR		
					Certificate fees are Statutory Fees and no notification of fee													
				SA	*NB £4.00 is already included in fees for Registration offices,													
				Sub-total Registration												1,235	1,235	-25

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

15. CHIEF EXECUTIVE'S OFFICE - CEO - Review of Charges 2013/14

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2012/13		2013/14		% increase in fees & charges	Expected Income 2012/13 Total £000	Expected Income 2013/14		Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Unit	Total £000		
CEO4	Law & Governance													
	Legal Services													
	Legal Services	SA & D	Recovery of full cost	Sec106 and other legal charges	01/04/2011	£170.00	01/04/2011	£170.00	0.0%	250		250	-5	SR
	Legal Services	D	Recovery of full cost	Work for outside bodies - Legal Hub	01/04/2011	£75.00	01/04/2011	£75.00	-			4	4	SR
				West Berks/Probation		£90.00	01/04/2011	£90.00				4	4	
				Academies - Fixed Fee		£500.00	01/04/2011	£500.00						
				Academies - Hourly Rate		£90.00	01/04/2011	£90.00						
				Town Councils		£95.00	01/04/2011	£95.00				1	1	
	Democratic Services													
	Education appeals (Admissions)	D	Recovery of full cost	Work for outside bodies (Academies)						6		4	-2	SR
				Clerking only:										
				For first appeal of each day per school	01/04/2012	£100.00	01/04/2013	£100.00	0.0%					
				For each subsequent appeal per day	01/04/2012	£70.00	01/04/2013	£70.00	0.0%					
				Full service:										
				For first appeal of each day per school			01/01/2013	£180.00						
				For each subsequent appeal per day			01/01/2013	£150.00						
	Education appeals (Exclusions)	D	Recovery of full cost	Work for outside bodies (Academies)						1		1	0	SR
				For each exclusion (up to 25 hours work)	01/04/2012	£1,050.00	01/04/2012	£1,050.00	0.0%					
				Rate per hour if it takes more than 25 hours	01/04/2012	£34.00	01/04/2012	£34.00	0.0%					
	Sub-Total Chief Executive's									257		264	1	
	Sub-Total Library Service									658		620	-51	
	Sub-Total Heritage Services									29		29	-1	
	Sub-Total Registration									1,235		1,235	-25	
	TOTAL CHIEF EXECUTIVE'S OFFICE									2,179		2,148	-75	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

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Review of Charges – Library Service – Concessions Matrix

	Photocopying Charges	Charges for Overdue Books	Reservation Charges – books and audio books	Reservation Charges - other audio visual items	Charges for audio visual hire services
Under 5's		Exempt	Exempt	Concessions	
Under 18's		Concessions	Exempt	Concessions	
Children in Public Care & Foster Carers		Exempt	Exempt	Concessions	Exempt for audio books only
Childminders		Exempt			
People with disabilities		Exempt	Exempt	Concessions	Exempt (except for DVDs in highest price band)
Housebound	Exempt	Exempt	Exempt	Exempt	Exempt
Unemployed			Concessions – books only		
		Exempt if borrowed from a mobile library			

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Division(s):West

CABINET – 18 DECEMBER 2012

WEST OXFORDSHIRE DRAFT LOCAL PLAN Consultation Response

Report of Deputy Director (Strategy and Infrastructure Planning) Environment and Economy

Introduction

1. It is recommended that Oxfordshire County Council informs West Oxfordshire District Council that in relation to the draft West Oxfordshire Local Plan:
 - a) It supports the overall strategy of focusing growth on the main three towns and other service centres;
 - b) In principle, it supports the four proposed Strategic Development Areas at Witney and Carterton provided that they are supported by the timely delivery of supporting infrastructure and services;
 - c) It encourages the District Council to give greater clarity as to how the barriers to employment land being developed might be addressed through the Local Plan;
 - d) It considers that the Local Plan should provide more detail on the distribution of housing within the sub-areas to guide the preparation of neighbourhood plans and the provision of infrastructure and services;
 - e) It will continue to work in partnership with the District Council to ensure that the investment requirements in support of planned growth are identified in the Infrastructure Delivery Plan.

Purpose of Report

2. To agree the County Council's response to the West Oxfordshire Draft Local Plan for consultation.
3. A further round of consultation will take place on the draft plan in May 2013 ahead of its submission to the Government, at which point the County Council will have a further opportunity to comment. A public examination of the draft Local Plan is then expected later in 2013, with the Plan to be adopted by March 2014.

Context

4. The Local Plan sets the framework for development across West Oxfordshire for the period to 2029. Growth is focused primarily at Witney and Carterton and to a lesser extent at Chipping Norton, with more modest growth at Eynsham, Woodstock, Burford, Charlbury and the larger villages.

5. Increasing emphasis is given to the importance of the planning regime facilitating and supporting sustainable economic growth in the National Planning Policy Framework (NPPF); facilitating economic growth is also a key County Council's strategic objective.
6. The County Council has worked closely with West Oxfordshire District Council in the preparation of this draft Local Plan for consultation. It will continue to work with the District Council as the policies in it are refined and the Infrastructure Delivery Plan developed further.

Overview of the Draft Local Plan

7. The Plan period runs from 2011 to 2029. The key policies and proposals set out in the draft Local Plan are to:
 - Meet the needs of communities without significant change to the character of the district
 - Focus primarily on housing-led growth; 5,500 homes to be built across the District in the period to 2029;
 - Seek to deliver at least 35% affordable housing at Carterton, 40% at Witney and 50% elsewhere in the district;
 - Provide for 60ha of land for business with the potential for up to 10,000 jobs; of this only 10ha is land not previously identified for employment.
 - Require development to deliver or contribute to supporting infrastructure, where necessary and viable. The draft plan is accompanied by a draft Infrastructure Delivery Plan
 - Support town centres as the focus for shopping, leisure, community facilities and services
8. In terms of the five sub-areas the key points to note are:

Witney sub-area:

- 1,900 new homes, including Strategic Development Areas (SDA) of 1,000 dwellings at West Witney and 300 dwellings at East Witney.
- 10ha of new employment land as part of the West Witney SDA with further employment opportunities realised through intensification of existing sites and development of previously identified employment land (10ha)
- Key transport schemes identified as being required to deliver the SDAs and support wider growth include:
 - A40 Downs Road junction – linked to the West Witney SDA
 - Shores Green slip roads – linked to the East Witney SDA
 - Improvements to the Ducklington Lane/Station Lane junction
- Route of the West End Link (WEL2) to be safeguarded
- Phased expansion of the town centre, potentially as part of the Woolgate shopping Centre and at Welch way

Carterton sub-area:

- 1,850 new homes, including a SDA of 700 homes at East Carterton and one of 400 homes at the REEMA (military houses) site in central Carterton (linked to MOD plans to redevelop substandard military homes for RAF service families).
- Development of previously identified employment land (5ha) at West Oxfordshire Business Park and Ventura Park
- Key transport identified as being required include:
 - Improved connections between the town and the primary road network: potential to upgrade to 'A' road classification
 - Construction of the Shilton Road Link
 - Land for a new link between B4477 Brize Norton Road and the Witney Road to be safeguarded
- Redevelopment of the south west quadrant of the town centre for new retail uses

Chipping Norton sub-area:

- 600 new homes, with 375 sites to be identified through the Chipping Norton Neighbourhood Plan
- Identification of 5ha of employment land east of the town
- Continued commitment to partnership working in order to identify a solution that reduces the impact of through traffic, in particular the impact of HGVs on the town centre.

Eynsham & Woodstock sub-area:

- 450 new homes mainly in Eynsham, Woodstock, Long Hanborough; with sites to be identified through Neighbourhood Plans
- Continued concern at peak hour congestion on A40 between Eynsham and Oxford and on the A44 corridor: acknowledgment of the County Council identifying improvements to the highway network to the north of Oxford as helping address this issue, together with the possibility of a Park and Ride at Eynsham
- Continued protection for the Green Belt and Area of Outstanding Natural Beauty
- Commitment to work with the County Council to identify opportunities for tourism and leisure development in the Lower Windrush valley

Burford and Charlbury sub-area

- 350 new homes concentrated in Burford, Charlbury and the larger villages; with sites to be identified through Neighbourhood Plans
- Continued protection for the Area of Outstanding Natural Beauty and support for the protection/enhancement of the Upper Windrush Valley and Wychwood Forest areas

General Comments

9. The County Council supports the overall strategy of focusing growth on Witney and Carterton and to a lesser extent, Chipping Norton; these are the district's main employment and service centres and so should form the focus for future growth. Carterton has an important role as a local service centre for both residents and military families at RAF Brize Norton.
10. The draft Plan's aspiration is to secure a better balance between housing and employment local jobs, provide an enhanced range of employment opportunities locally and remove barriers to future investment. It argues that this will require investment in transport and digital infrastructure, as well as investment in the labour force and the availability of business premises. The County Council will work with West Oxfordshire to ensure that the Infrastructure Delivery Plan supports this aspiration.
11. Whilst the draft Plan identifies a need for 60 ha of employment land, of this only 10ha is land not previously identified for employment. Emphasis should be given to identifying solutions that address the barriers to existing allocations of employment land coming forward for development. The County Council will work with West Oxfordshire to ensure that the investment in infrastructure and/or services required to support economic growth is identified within the Infrastructure Delivery Plan.
12. The County Council led procurement of a provider to roll out Better Broadband across Oxfordshire will make a significant contribution towards supporting the rural economy. This will support the draft Plan's ambition to support homeworking, farm and countryside estate diversification, tourism and the land-based sector. It will be important that small rural businesses wishing to expand are able to access grow-on premises in accessible locations.
13. The County Council is concerned at the reliance on Neighbourhood Plans as the means of determining the allocation of development in the Chipping Norton, Eynsham-Woodstock and the Burford-Charlbury sub-areas. This approach will make it more difficult to predict the likely quantum and timing of new housing provision. By extension this will make it difficult to identify the impact of growth on County Council provided infrastructure and services. This may result in the need for financial contributions not being identified and then secured through the planning system. The Local Plan should provide a specific figure for the main towns and villages in each sub-area.
14. A more detailed housing trajectory is required along with clarification of the proposed housing mix. This is necessary in order to provide clarity as to the likely implications of growth for County Council provided infrastructure and services. This is required in order to identify the most appropriate funding mechanism for delivery. That in turn will be a key input into the Infrastructure Delivery Plan.
15. The County Council will work with West Oxfordshire, Oxford City and Cherwell councils and other partners to assess the implications of planned growth on

the transport system to the north of Oxford so that these can be reflected in the Infrastructure Delivery Plan.

16. The Infrastructure Delivery Plan should form the basis for identifying the financial contribution to be sought through the planning system. This will need to be secured either through a continuation of the S106 regime or through the introduction of the Community Infrastructure Levy.
17. The County Council would like to work with the District Council to develop a vision and framework for a comprehensive approach to the future of the Lower Windrush Valley. The Local Plan should set out a framework within which the impact and opportunities for the after-use of mineral workings are considered. It should also set out a framework within for involving the local community with a range of partners to identify and then realise the economic and environmental opportunities within the Lower Windrush Valley. Such an approach may serve to act as a model for community engagement in rural areas.

Witney Sub-Area

18. The County Council supports the proposed SDA at West Witney in principle. The Local Plan should encourage the development of the proposed allocation of employment land in parallel with new housing development.
19. The requirement (core policy 27) that the mixed use development south of Range Road is phased in accordance with the timing of supporting infrastructure and facilities is supported. The requirement that the proposed A40 Downs Road junctions is delivered by the SDA as early as possible should be changed to require delivery prior to the completion of any housing on the site. In view of the current and projected capacities in the local primary schools the proposed SDA will give rise to the need for an additional primary school on-site. The County Council is seeking the early delivery of this school by the SDA.
20. The County Council has identified that delivery of the proposed SDA of 300 dwellings at East Witney could only be supported once improvements to the A40 Shores Green junction have been delivered; the inclusion of this in the plan is welcomed. The need for an improvement at this junction arises both from the proposed SDA and the impact of previous housing development on the eastern side of Witney development. As a consequence the County Council expects the improvement at Shores Green to be delivered at nil cost to the public purse.
21. Public statements from the land owner of the previous development have indicated an acceptance of the need to make a substantial contribution towards the cost of delivering an improvement to the A40 Shores Green junction: such a contribution would be in lieu of proposals previously promoted to offset the impact of their development.

22. Further investment in transport infrastructure is needed to relieve congestion problems in the town and to support the planned level of growth. The County Council supports the need for an improvement to the Ducklington Lane/Station Lane junction and will work with West Oxfordshire to ensure its early delivery. The County Council will also assess what improvements could be made to Bridge Street and the Staple Hall junction (the double mini roundabout) to relieve congestion and improve air quality.
23. The County Council supports the safeguarding of the route for the proposed West End Link (WEL2). However such a link is not considered to be essential to deliver the SDAs identified in the draft Local Plan.
24. The level of growth proposed for the Witney sub-area would not trigger a need for a third secondary facility for the town. However until the overall scale of growth is confirmed the County Council will continue to look for a site for a secondary school to be reserved within the proposed SDA at West Witney.
25. The County Council supports the focus within the draft Local Plan on maintaining and enhancing the role of the town centre. To that end it will work with West Oxfordshire to explore opportunities to use the County Council's property estate within the town to help realise the draft Local Plan's ambition.

Carterton Sub-Area

26. The County Council supports the draft Local Plan's focus on ensuring it meets the needs of both the local community and operations at RAF Brize Norton. Through the military covenant the local authorities will continue to work closely with the military to ensure that the additional demands on infrastructure and services are identified and addressed.
27. The draft Local Plan should encourage the development of employment land alongside delivery of new housing as a means of encouraging growth that is sustainable in the longer term. The County Council encourages further consideration to be given as to the measures required to realise the potential for existing employment land to be used by aviation-related businesses.
28. The significance of RAF Brize Norton increases the importance of ensuring that road access is at an appropriate standard for the traffic arising from by military activity. The draft Local Plan identifies the potential benefit to be derived from a new link between the B4477 Brize Norton Road and the Witney Road. However, the County Council will assess this in the context of the options for improving access to the strategic road network. In the meantime it is beneficial for the Local Plan to safeguard land for this potential new link.
29. The County Council supports the need for the Shilton Road Link (from Elmhurst Way to Shilton Road) in order to serve planned housing growth but expects this to be funded and delivered by the housing development.

30. The need to make provision for a new primary school as part of the Strategic Development Area at East Carterton is supported. In considering the requirements for a new school arising from growth, consideration would be given to the current school provision and most appropriate distribution for future. Any consideration of future school capacity in Carterton must take into account the implication of fluctuations in demand arising from military personnel.
31. Whilst the existing secondary school is expected to have sufficient capacity to accommodate the proposed levels of growth, its catchment area will need to be redefined to include any urban extensions to the town including the SDA.

Chipping Norton

32. Chipping Norton is to be the focus of growth in the northern part of the district. However, the reliance on the Chipping Norton Neighbourhood Plan to set out in detail the allocation of that growth makes its implication for County Council provided infrastructure and services difficult to assess.
33. There is potential for the town's two existing faith primary schools to accommodate some growth in pupil numbers. Provided the allocation of new housing is not heavily biased towards larger family-sized housing and is identified for delivery over an extended period of time, it is probable that the increase in pupil numbers can be managed within existing schools. However, given the lack of clarity on this issue at present the County Council advises that the Local Plan should make provision for safeguarding land for a new primary school in the town.
34. The County Council continues to support the need to work with West Oxfordshire and other partners in identifying a solution that addresses the impact of traffic on the town centre. The County Council is starting discussions with Gloucestershire County Council on this issue.

Financial and Staff Implications

35. The County Council will provide support using current staff therefore there are no staffing implications contained within this report. Financial implications on infrastructure and services for the County Council will be discussed as part of the on-going working relationship with West Oxfordshire District Council. At this stage this is a draft of the local plan, the financial implications of proposed growth levels will become clearer as the detail in the plan becomes firmed up and will be reported when there is a further consultation on the draft local plan immediately prior to its submission to Government in Spring 2013.

RECOMMENDATION

- (a) **The Cabinet is RECOMMENDED to agree the County Council's response to the West Oxfordshire Draft Local Plan for consultation, as specifically outlined in paragraph 1 and described throughout this report.**

MARTIN TUGWELL
Deputy Director (Strategy and Infrastructure Planning)
Environment & Economy

Contact Officer: Roy Newton, Infrastructure Development Service Manager and Linda Currie,
Planning Consultations Team Leader Tel: 01865 810432
Background papers:

December 2012

Division(s): All

CABINET – 18 DECEMBER 2012

Procurement of Healthwatch Oxfordshire

Report by Director for Social and Community Services

Introduction

1. Under the Health and Social Care Act 2012, all (top tier) Local Authorities are responsible for commissioning a Local Healthwatch by April 2013. Local Healthwatch will be the new independent consumer champion for people of all ages using social care, and patients using health services. It replaces the Local Involvement Network and will have a number of extended and statutory functions. A member of Healthwatch Oxfordshire will have a seat on the Health and Wellbeing Board.
2. Healthwatch England was launched on 1st October 2012. It is hosted by the Care Quality Commission, but has independent statutory powers to act outside of Government influence. It will provide national co-ordination of local issues of concern and a strong policy influence at a national level.
3. Healthwatch Oxfordshire will be responsible for:
 - Providing signposting, information and advice to the public about accessing health and social care services and making choices in relation to those services
 - Making the views and experiences of local people known to Healthwatch England and making recommendations regarding special reviews or investigations into areas of concern
 - Promoting and supporting the involvement of people in the monitoring, commissioning and provision of local care services
 - Obtaining the views of people about their needs, views and experience of local health and social care services and making these known to commissioners, providers and scrutiny committees
4. Local Authorities will additionally take responsibility for commissioning National Health Service complaints advocacy from April 2013 (currently the Independent Complaints Advocacy Service). In Oxfordshire this is being commissioned regionally for one year initially.

Commissioning and procurement

5. In Oxfordshire, we have:
 - carried out a widescale consultation which has shaped the service specification, developed in collaboration with a diverse Steering Group
 - worked closely with the Local Involvement Network to ensure we take forward a rich legacy
 - developed the local market by offering small grants and support through Co-operative Futures, encouraging partners to work together to seek local solutions

Timeline for Procurement

6. Timeline for procurement:
 - Invitation to tender 1st November
 - Pre-Qualification Questionnaire, shortlisting and final interviews, resulting in a contract award by Jan 2013
 - Transition set-up period for the new Healthwatch Oxfordshire from Feb – April 2013 (supported by a national Transition Grant)

Funding allocation

7. The funding allocation for Healthwatch Oxfordshire has not been confirmed, but the indicative (non ring-fenced) allocation is between £300,000 to £400,000 per annum.

RECOMMENDATION

8. **The Cabinet is RECOMMENDED to** delegate decision-making for the contract award and funding allocation to John Jackson, Director for Social and Community Services in consultation with Councillor Arash Fatemian, Cabinet Member for Adult Services

JOHN JACKSON
Director of Social and Community Services

Contact Officer: Alison Partridge, Public Engagement Manager

December 2012

Division(s): NA

CABINET – 18 DECEMBER 2012

CORPORATE PLAN PERFORMANCE AND RISK MANAGEMENT REPORT FOR THE SECOND QUARTER 2012/13

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 July to September 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 second quarter.
3. As in the first quarter 2012/13 Cabinet report, this report provides an update against all Corporate Plan priorities.

Key Issues


4. Following comments received at the Strategy & Partnerships Scrutiny Committee, this report now employs RAG ratings to provide a high level summary of quarterly performance/progress for each of our priorities for action. Using these ratings as a foundation, the following picture emerges:
 - Overall performance is good against our priorities for action, with roughly two thirds rated green
 - The significant majority of key corporate projects are progressing well and are on course to deliver on time
 - The remaining third of priorities are all rated amber, and are being managed effectively with corrective actions in place
 - None of our priorities for action are rated red.


Performance against our Corporate Plan Targets




Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
World Class Economy	Local Enterprise Partnership 	<p>The skills needs assessment is aligned to meet LEP and business sector needs</p> <p>Increased number of investment enquires turning into investment opportunities</p> <p>The infrastructure plan reflects the LEP and business sector needs</p> <p>Year-end assessment Progress on how our contribution has enabled the partnership to provide visible leadership and act as a catalyst for growth</p>	<p>The Oxfordshire Skills Board and the Spatial Planning and Infrastructure Partnership have now agreed protocols.</p> <p>The Skills Board has identified two priority areas for action; increasing employability skills amongst young people and increasing the uptake of stem subjects which include science, technology, engineering and mathematics. Three projects are making good progress and are expected to provide nearly 1000 jobs in these business sectors.</p> <p>OCC is building its offer which is showing a steady flow of future investment enquiries in areas such as life sciences, advanced engineering and satellite applications.</p> <p>The Local Enterprise Partnership and the Spatial Planning and Infrastructure Partnership are working together to identify investment opportunities within the plan.</p> <p>The local investment plan is under active refresh. Individual studies are framed within the wider context of this plan.</p> <p>OCC continues to develop links with both Universities and sector networks to provide support to key companies with potential to create additional jobs. There is close working with UKTI to encourage inward investment.</p>



Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
	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>Year-end assessment The OCC 2012/13 infrastructure priorities are reflected through the district charging schedules</p>	<p>The Spatial Planning & Infrastructure Partnership (SPIP) has now produced a draft local investment plan which includes the infrastructure framework and priorities. Our expectation is the SPIP Board will put this out for consultation which will add further delay to the process.</p> <p>The County Council's Capital Investment Programme priorities have fed into the local investment plan.</p> <p>The County Council has responded to Oxford City Council's preliminary draft charging schedule and will respond to the draft charging schedule which is expected in January 2013.</p> <p>The County Council are working with South Oxfordshire District Council and Cherwell District Council as they further develop the Community Infrastructure Levy charging. Discussions are continuing around infrastructure priorities with the remaining District Councils.</p>
	Tackling transport priorities 	<p>Deliver priority transport schemes</p> <ul style="list-style-type: none"> ○ Witney Transport solution ○ Thornhill Park & Ride extension (and new hospital bus services) ○ Hinksey Hill ○ Frideswide Square 	<p>On 16th October, the County Council Cabinet agreed to the introduction of charges for longer stay users at Thornhill Park & Ride from November. Work is continuing on development of the extension to be opened in Spring 2013</p> <p>A late change in direction from Thames Water may result in a delay to the programme for Hinksey Hill. Work is continuing to mitigate the impact of this.</p> <p>Following the secretary of state's decision to not approve the Cogges Link</p>


Priority outcome	Priorities for action	Our measures of success are	Q2 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>Year-end assessments Improvement in traffic flow around major pinch points</p>	<p>Road project, OCC is continuing to work with West Oxfordshire District Council to deliver sustainable housing and economic growth supported by the necessary infrastructure and services, while maintaining the vitality and prosperity of Witney.</p> <p>The Department of Transport announcement of additional investment to undertake major redevelopment works to the station within the next 3 years, has led to the Frideswide Square programme being extended to reflect this.</p> <p>The Area Stewardship Fund is gaining real traction following additional locality meetings in September. £1.9 million, 83% of the fund for 2012/2013, has been allocated to schemes that have been delivered or are being progressed to deliver maintenance and improvement works across the 14 localities.</p> <p>Nearly 250 schemes have been delivered, including footway improvements, traffic management measures, and preparations for winter conditions.</p> <p>Transport Asset Management Plan as considered by Scrutiny and agreed by the Deputy Leader remains on track. Approximately half the programme has been completed as at September 2012.</p> <p>OCC actively manage the network to minimise delays and congestion. During this quarter OCC saved some 40 days of possible disruption by effective coordination of road works.</p>

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		<p>Year-end assessments Plan in place for OCC £14M investment</p> <p>Private sector matched funding secured</p>	<p>As stated above, the expectation is that a contract will be agreed before the end of the current fiscal year.</p> <p>Whilst the extent of match funding will be determined as part of the negotiating process, conversations with other local authorities have indicated that private sector contributions have been sufficient to ensure the success of their broadband programmes.</p>
	<p>Skills Levels</p> 	<p>Improve percentage participation of young people aged 16-19 in education or training</p> <p>Increase the number of all age Apprenticeship</p>	<p>For those in year 12-14 (aged 16-19), there has been a reported decrease in participation in education, employment in training or training. This was 26.9% in September 2012 compared to 40.8% in September 2011.</p> <p>At present there are a high proportion of young people who are 'not known' with the change of the school year. OCC is currently working with schools, colleges and training providers to review records to ensure that there is a comprehensive reporting position for Q3.</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), grew in the last academic year by increasing the number of learning places through the OCC Adult Learning Services. New providers have been awarded sub contracts to create 300 potential learning places this academic year, against which 76 learners had already been recruited during September and October.</p> <p>The overall number of apprenticeship starts has increased by 26.7% for</p>





Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		<p>starts in the county</p> <p>Reduce the percentage of Young People Not in education Employment or Training</p>	<p>2011/2012.</p> <p>The percentage of young people not in education, employment or training has increased slightly from 8.3% during September 2011 to 8.4% during September 2012. Despite this, the underlying trend is to hit the annual target.</p>
	<p>Educational Attainment</p> 	<p>Improved educational attainment at,</p> <ul style="list-style-type: none"> ○ Key Stage 1) ○ Key Stage 2) ○ Key Stage 4) 	<p>Improvement in performance across key stage 1 and 2. Key stage 4 performance did not improve in line with the national trend and poor results in English. However, final results in terms of a national average and Oxfordshire average, both overall and English, are not finalised due to the on-going controversy linked to appeals/re-sits.</p> <ul style="list-style-type: none"> • Performance on Key stage 1 improved across all measures. Performance is now in line or above national levels, but below statistical neighbours. • Performance at KS2 was strong in 2012 both in terms of achievement and % making expected progress. All targets met or exceeded. Oxfordshire now above national average and in line with statistical neighbours. • Key Stage 4 performance did not improve in the year, following the national trend. The % achieving 5+ GCSEs including English and maths remains below national average and did not meet target. The proportion of children making expected progress in English is below the national figure and remains a concern. The proportion of children making expected progress in maths is above the national figure.



Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		<p>Improved number of schools classified as good or better by 10%</p> <p>Year-end assessment Progress in implementation of the Education Strategy</p>	<p>There was little change in the quarter in Ofsted ratings (schools not inspected in the holidays). Performance improved but is still below target levels. The number of schools rated as good or outstanding by Ofsted increased by 3 to 175 in the quarter.</p> <p>Progress in implementing the Education Strategy is on track. Positive response to the reading campaign.</p>
Healthy and Thriving Communities	<p>Implications of changes to the health service</p> 	<p>Year-end assessments Public Health move into OCC</p> <p>Progress of new Health and Wellbeing board and new commissioning arrangements</p>	<p>Public Health Transition to OCC is progressing to plan. The Programme Board continues to meet monthly. An ICT Project has been set up to deliver the transfer of information and technology</p> <p>The Health & Wellbeing Board approved the Joint H&WB Strategy in July 2012 after extensive public consultation. Regular performance reporting on all priorities has been established.</p>
	<p>Improve health outcomes</p> 	<p>Year-end assessment Measures as defined in the director of public health annual report</p>	<p>Recommendations for health improvement in the Director of Public Health Annual report (published in Nov 2011) had a range of completion dates in 2011-13. All recommendations due to be completed by Sept 2012 have been delivered.</p>
	<p>Demographic change</p> 	<p>Year-end assessment Changes to how day services are provided</p> <p>Provision of extra care housing</p>	<p>Proposed changes to day services remains on track.</p> <p>Additional extra care housing units delivered as per plan.</p>
	<p>Breaking the cycle of deprivation</p>	<p>Year-end assessment Progress as reported in the director of public health annual report</p>	<ul style="list-style-type: none"> Breaking the Cycle of Deprivation (BTCD) has been agreed as a priority for the H&WB through the CYP Board, as recommended by the


Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
			<p>DPH Annual Report. The CYP Board agreed to continue to lead and develop this work.</p> <ul style="list-style-type: none"> • An Annual report for “Brighter Futures in Banbury” has been published. • Review of arrangements in City is complete and new steering group being proposed. • A further update on outcomes will be available at the end of 2012-13
	<p>Protection and safeguarding</p> 	<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 of children in need)</p>	<p>The council takes part in a national survey to ask users of social care how safe they feel. This survey is run each February. In February 2012 68% of social care service users said that they 'felt as safe as I want' compared to 57% last year, which put Oxfordshire in the top quartile of all authorities nationally.</p> <p>The number of people waiting for an assessment has dropped significantly in the year and client reviews are now done on time. Work continues to improve the speed in which people are assessed with additional staff being employed short term to reduce the waiting list. In the medium term we will simplify the process.</p> <p>Performance against the basket of priority children's safeguarding indicators (see measure for more details) is on track.</p>





Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		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>The response target outcomes from the second quarter are both on target:</p> <ul style="list-style-type: none"> • 80.45% of emergencies attended within 11 minutes or less (target 80%) • 94.4% of emergencies attended within 14 minutes or less (target 95%)
	<p>Prevention</p> 	<p>365 more people alive because of a reduction in deaths caused by accidental dwelling fires and road traffic collisions</p> <p>Adults 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. 304 more people are currently alive following this work, compared to a target of 233 at this point.</p> <p>Performance on delayed transfers of care remains off target, although delays which are the responsibility of Adult Social Care have fallen from 58 at the end of March 2012 to 25 at the end of October.</p> <p>To create a long term and sustainable drop in the numbers of delayed transfers of care, the council and its health partners are working to improve the process of discharge for people who will need care when they leave hospital. At present a person's care is arranged while they are in hospital which can lead to delays. The process will be changed to allow ward staff to organise some simple care directly. Where more complicated arrangements are needed the patient will be discharged home (with support) and the arrangements for social care made while they are at home. The new arrangements are planned to come into operation on December 3rd.</p> <p>We have commissioned a domiciliary care provider to provide up to 24 hour</p>


Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		<p>Reduce the number of permanent admissions to residential and nursing care homes, per 1,000 population</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>support in people's own homes at short notice, for up to 4 weeks. Social workers from the hospital will relocate to provide assessments at home or from within integrated teams.</p> <p>The council commissioned a new reablement service from October 1, 2012. The contract pays on the number of people seen with a performance based bonus. Performance remains under the target for this service although it is better than last year. The provider is actively recruiting staff to ensure more people can enter the service.</p> <p>Most people are permanently admitted to care homes from hospital. The above arrangements will also reduce the number of admissions, and the council has set a target of fewer than 400 permanent admissions from October 2012.</p> <p>Performance improved in the quarter.</p> <p>Performance on attendance is available termly and no further update is available since Q1.</p> <p>The proportion of young people not in education, employment or training at the end of September rose. This happens at this time of year (both in Oxfordshire and nationally) with large numbers leaving school and their next destination not currently being known. The figures for July and August were reducing and were just over the annual target. The underlying trend is to hit the target.</p> <p>The number of first time entrants (10-17) in the criminal justice system increased in the quarter, but remains better than target.</p>


Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
	Personalisation 	<p>Increase the proportion of people of who use services who have control over their daily life</p> <p>Improve overall satisfaction of people who use services with their care and support</p> <p>Improve performance on the basket of indicators to measure the personalisation of care</p>	<p>The council takes part in a national survey to ask users of social care how safe they feel. The proportion of people who feel say they have control over their own lives remains in the top quartile.</p> <p>Overall satisfaction rose by 3%.</p> <p>The council has the second highest proportion of people on direct payments in the country.</p>
	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. 68 people sustained fatal or serious injuries in the period July to September 2012, in comparison with 90 people suffering such injuries in July to September 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. Details of how communities in Oxfordshire can make use of the Community Right to Challenge are on the Council's website. The new Right to Bid guidance will be published in Q3, details of which will also be made available online.
	Big Society 	Number of Community projects supported by the Big Society Fund	In July we launched the new system for allocating Big Society funding; councillor community budgets. Under the revised system each councillor has a £10,000 budget to spend on the projects that matter most to their community. The scheme has already seen a large number of projects coming forward and taking advantage of the opportunity to work with their local councillor to come

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
			up with projects that suit their area.
Environment	Waste management 	Decrease the amount of waste sent to landfill Increase the amount of waste recycled and composting Year-end assessment Progress on waste incinerator and household waste centres programme	Waste sent to landfill has slightly increased in the second quarter and is slightly higher than predicted. An overall waste growth is predicted for this year. In Q2 recycling and composting increased with a county wide rate of over 63%. It is important that this excellent performance is maintained and improved on. The construction of the Ardley Energy from Waste facility is progressing well and remains ahead of target to deliver a facility by autumn 2014. The household waste recycling centres implementation plan is currently under review. The aim is to have this finalised by Spring 2013.
	Increase energy efficiency and reduce emissions 	Reduce corporate energy consumption level Secure increased quantity of renewable energy supply	The corporate electricity consumption has reduced by 11% compared to the same time last year. Due to colder weather in Q1 this year, gas consumption has increased. Street lighting electricity consumption remained constant despite the increase in the number of units. OCC are utilising new contacts within Cornwall County Council to explore green supply opportunities for street lighting. Stadhampton Primary School has achieved 'Silver Eco-School' status and is working hard towards achieving its green flag – the top environmental award for schools.

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		<p>Year-end assessment Progress update on reduction in the council's carbon footprint</p>	<p>This year OCC aims to achieve at least the minimum 3% year-on-year carbon reduction. Current projections of energy consumption show that OCC is on target when compared with the previous year.</p>
	<p>Protecting the environment and Effective management of natural resources</p> 	<p>Minerals & waste strategy development reflects the needs of the county (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>The County Council agreed a new Minerals and Waste Planning Strategy. The plan and all the responses have now to be submitted to a government appointed inspector on the 31 October 2012, who will carry out an examination hearing in February 2013 to establish whether it is 'sound'. The inspector's report will then be due in June 2013. The strategy is available on the council website.</p> <p>This will delay the overall implementation of the Municipal & Waste Strategy until September 2013.</p> <p>Work around the Cotswolds and Chilterns has taken place supporting volunteer groups as they continue their practical improvement work. OCC is also working with Natural England & the Trust for Oxfordshire's Environment to further increase public participation in the management and improvement of the Public Rights of Way network.</p> <p>See above for details. The inspector's report will be due in June 2013.</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

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
	<p data-bbox="331 300 432 376"></p> <p data-bbox="331 385 536 461">Business Strategy:</p> <p data-bbox="331 497 507 604">Improve our use of technology</p> <p data-bbox="331 613 432 689"></p> <p data-bbox="331 958 517 1249">Rationalise our property and encourage the co-location of public sector services</p> <p data-bbox="331 1258 432 1335"></p> <p data-bbox="331 1653 526 1832">Moving more functions into Oxfordshire Customer Services</p> <p data-bbox="331 1841 432 1917"></p>	<p data-bbox="558 497 865 712">100% of office based staff will be able to work more flexibly through the use of more efficient communication tools</p> <p data-bbox="558 972 887 1227">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> <p data-bbox="558 1666 842 1845">Percentage of main contact channels managed by the customer service centre</p> <p data-bbox="558 1957 788 2033">Customers are satisfied or very</p>	<p data-bbox="917 291 1283 322">expected to be achieved.</p> <p data-bbox="917 497 1497 896">The County Council continues to rollout Windows 7/Office 2010 and although a number of system compatibility issues have been identified, progress is still being made (93%). The deployment of Windows 7 & associated Microsoft Enterprise technologies will enable the delivery of the corporate programme. The underpinning software and services are now being configured and tested within ICT.</p> <p data-bbox="917 972 1490 1447">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 from which savings are now being realised. 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 to deliver the agreed level of savings.</p> <p data-bbox="917 1487 1468 1594">Longer term opportunities to further reduce the cost of the portfolio to 25% are being considered.</p> <p data-bbox="917 1666 1500 1886">The School Admissions Service has now been transferred into the Customer Services Centre. Following this transfer it is expected that well above 50% of the total volume of calls to the Council to go through the Customer Service Centre.</p> <p data-bbox="917 1957 1487 2033">In Q2, OCC customer surveys reported that 92% of customers dealt with by the</p>

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
		satisfied with overall service for the customer services centre	<p>Customer Services Centre were satisfied with the service they received. This is an improvement on the Q1 final outturn satisfaction figure which was 90% (this is a revised figure from the 96% indicative satisfaction quoted in the Q1 report).</p> <p>92% customer satisfaction was achieved from feedback received by the Social & Health Care line, an upturn of 6% on the previous quarter. The Social and Healthcare Team received 14,269 calls in Q2, a 22% increase in volume when compared with Q1.</p> <p>It is recognised that there is the need to ensure a quality service to all and to improve in key areas despite the significant increase in workload.</p> <p>Absorbing 5 new services simultaneously in Quarter 1 has been extremely challenging and has impacted performance. Issues of staff resourcing and training have been highlighted and are being addressed vigorously. Additional learning and development resource has been brought into the centre to improve customer handling skills. Changes to operational management and supervision are in progress and active recruitment is now on track to restore staffing to agreed levels by the end of Q3.</p>
	Collaborative working 	Year-end assessment Progress in working with others to deliver services more effectively	<p>In Q2 the Council worked in partnership with Oxfordshire Community and Voluntary Action to develop appropriate measurements for the voluntary and community sector infrastructure contract which commenced on the 1st October. The following points summarise the direction it will take:</p> <ul style="list-style-type: none"> ▪ Providing strong voluntary sector leadership which can engage in

Priority outcome	Priorities for action	Our measures of success are	Q2 Progress/Performance
			<p>strategic discussions and is forward looking and pioneering in its ideas</p> <ul style="list-style-type: none"> ▪ Developing long-term strategies to operate in a new funding and policy arena to deliver effective and efficient support to frontline organisations ▪ Being dynamic, active and able to harness the energy and ideas of local residents so that they can do things for themselves ▪ Working collaboratively across urban and rural communities and providing generic and specialist support to provide the best outcomes for Oxfordshire's communities. ▪ Being a link between communities and the statutory sector <p>This offers an exciting opportunity for us to work together to ensure that we have a vibrant voluntary sector which is capable of sustaining long term service delivery and support to our communities. We already have good relationships with the sector but this new infrastructure contract is seen as a further development of joint working, to enable our relationship with the sector to go from strength to strength</p>
	<p>Equalities</p> 	<p>Year-end assessment Meet the requirements of the Equality Act 2010</p>	<p>On track. We are continuing to implement the actions and objectives set out in our Equality Policy 2012-2017, helping us to meet our obligations under the Equality Act 2010.</p>

Risk Management

5. Risk Registers have been compiled for 2012/13 Quarter 2 and officers continue to manage high priority risks, in close consultation with the Audit Working Group.

RECOMMENDATION

6. **The Cabinet is RECOMMENDED to note this report.**

Contact Officer: Alexandra Bailey Corporate Performance and Review Manager

November 2012

Division(s): N/A

CABINET – 18 DECEMBER 2012

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 29 January 2013	
<ul style="list-style-type: none"> ▪ Oxfordshire County Council Corporate Plan - 2013/14 - 2016/17 To sign off the Council Plan 2013/14 in advance of consideration by Council. 	Leader, 2012/120
<ul style="list-style-type: none"> ▪ Delegated Powers of the Chief Executive - January 2013 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. 	Leader, 2012/122
<ul style="list-style-type: none"> ▪ Business Strategy and Service & Resource Planning Report for 2013/14 - 2017/18 - January 2013 To provide background and context to the service and resource planning process for 2013/14 – 2017/18. 	Leader, 2012/119
<ul style="list-style-type: none"> ▪ Future Devolved Governance: Local Transport Board To consider future funding opportunities (and associated governance) being made available from central government. 	Deputy Leader, 2012/153
<ul style="list-style-type: none"> ▪ Care Homes Fees To decide rates for 2012/13 and to consider how we should progress for 2013/14. 	Adult Services, 2012/116
<ul style="list-style-type: none"> ▪ Day Opportunities and Transport Charging Model To seek approval for the adoption of a revised charging model. 	Adult Services, 2012/126
<ul style="list-style-type: none"> ▪ Funding Agreement for Delivery of New Primary School at South West Bicester Development To consider the proposed funding agreement of the new primary school in South West Bicester Development. 	Growth & Infrastructure, 2012/149
<ul style="list-style-type: none"> ▪ Equality Policy Reporting To agree the Annual Monitoring Report. 	Police & Policies, 2012/144

Deputy Leader, 3 January 2013

- **Traffic Calming Measures in Crawley** Deputy Leader,
To consider the introduction of new traffic calming measures in Crawley. 2012/143
- **Proposed New Speed Limit - Howe Hill, Watlington** Deputy Leader,
To seek approval to proceed. 2012/159
- **Proposed Parking Restrictions - St Lukes Road, Cowley and Elm Tree Close, Littlemore** Deputy Leader,
To seek approval to proceed. 2012/160
- **Proposed Parking Restrictions - Station Road, Haydon Road and Edmund Court, Didcot** Deputy Leader,
To seek approval to proceed. 2012/161
- **Proposed Parking Restrictions - Station Road, Chinnor** Deputy Leader,
To seek approval to proceed. 2012/162
- **Proposed Parking Restrictions Around Bicester North Station** Deputy Leader,
To seek approval to proceed. 2012/163
- **Proposed Zebra Crossing - Weirs Lane, Oxford** Deputy Leader,
To seek approval to proceed. 2012/164

Cabinet Member for Children & the Voluntary Sector, 7 January 2013

- **Chill Out Fund 2012/13 - January 2013** Cabinet Member
To consider applications received (if any) from the Chill Out for Children & the Fund. Voluntary Sector, 2012/166

Cabinet Member for Safer & Stronger Communities, 21 January 2013

- **Village Hall and Community Centre Grants 2012/13** Cabinet Member
The County Council's grant scheme for the improvement of village halls and other community buildings is administered by the Oxfordshire Rural Community Council (ORCC). This report summarises applications received and recommended allocations from the balance of the grant fund for 2012/13. for Safer & Stronger Communities, 2012/130

Division(s):

CABINET – 18 December 2012

OXFORDSHIRE RESIDUAL MUNICIPAL WASTE BULKING AND HAULAGE PROCUREMENT – CONTRACT AWARD

Report by Director for Environment and Economy

Introduction

1. Members are asked to consider the proposed award of a contract(s) to provide bulking and haulage services for residual municipal waste. The purpose of the report is to explain the outcome of the evaluation of tenders submitted and seek authorisation to award a contract(s). This item was considered by Cabinet on 27 November 2012 and deferred for further clarification.
2. Oxfordshire County Council as a Waste Disposal Authority (WDA) has a responsibility to dispose of residual waste collected by the Waste Collection Authorities (WCAs) and residual waste delivered to Household Waste Recycling Centres (HWRCs). The Council currently manages approximately 300,000 tonnes of municipal waste per year.
3. In March 2011 the Council entered into a long term contract for the treatment of residual municipal waste with Viridor Oxfordshire Ltd (Viridor) who are constructing an energy from waste (EfW) facility at Ardley in north Oxfordshire. Under the terms of the contract all residual municipal waste that is processable must be delivered for treatment at the EfW facility once it is operational which is currently estimated to be in autumn 2014.
4. The main purpose of the proposed contract(s) is to secure a bulking and haulage service for residual municipal waste from the districts of South Oxfordshire, Vale of White Horse (VOWH), West Oxfordshire and the northern part of Cherwell to ensure that waste can be delivered to the EfW facility efficiently from those parts of the county that are furthest away from Ardley. Waste from Oxford and the southern part of Cherwell district will be delivered directly to the EfW without bulking. The proposed contract(s) will enable the Council to meet a key requirement of the residual waste treatment contract.
5. The proposed contract(s) allow for the bulking and haulage of municipal food waste collected by the WCAs for delivery to processing facilities in Oxfordshire operated by the council's food waste treatment contractor. In addition, bulking and haulage services have been sought for small quantities of clinical waste that WCAs collect from residents.
6. This procurement has also provided an opportunity to seek offers for bulking and haulage of a range of other materials commonly managed by WCAs e.g. carpets, mattresses, furniture, tyres, gas bottles, paint and others. The

Council may wish to work with the WCAs and contractors to help manage these materials over the course of the contract.

Exempt Information

7. This report contains information in Annex 1 that relates to a competitive procurement process and is commercially sensitive. The public should therefore be excluded during consideration of the Annex because their discussion in public would be likely to lead to the disclosure to members of the public present of information in the following categories prescribed by Part 1 of Schedule 12A to the Local Government Act 1972 (as amended): paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information). Since it is considered that, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that disclosure would distort the proper process of the transaction and the Council's standing generally in relation to such transactions in future, to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

Procurement process

8. The procurement process was undertaken by a project team of experienced Council waste management, legal, financial and procurement colleagues and WCA waste management officers. The project was managed by the Waste Project Manager following corporate project management guidance and procedures. As a key dependency for implementation of the residual waste treatment contract the procurement was overseen by the Waste Treatment Board which is responsible for residual waste treatment.
9. The procurement process was designed and carried out in accordance with the Council's Contract Procedure Rules and has followed the EU restricted procedure tendering process. It was conducted electronically using the South East Business Portal which provided an efficient, secure and auditable method of issuing documents, making submissions and seeking clarification of documents.
10. The contract was advertised in the Official Journal of the European Union (OJEU) on 9 March 2012 in four geographical lots;
 - Lot 1 – the northern part of Cherwell
 - Lot 2 – South Oxfordshire
 - Lot 3 – Vale of White Horse
 - Lot 4 – West Oxfordshire.
11. Four companies submitted pre-qualification questionnaires (PQQs) and successfully qualified. The Invitation to Tender (ITT) was issued on 22 May 2012. One company was then bought by another waste management company, and although the new company was given the opportunity to re-qualify and participate in the process it withdrew. Tenders were received from the remaining three companies on the submission deadline of 20 July 2012.

12. Tenderers were required to submit a standard bid that complied with the contract terms and conditions for each lot they wished to bid for. Up to two variant bids were also allowed, for example for different contract durations or combined lots.
13. The terms of the contract do not specify the location for waste transfer stations or whether these should be existing or new, and require the contractor(s) to finance, build and provide the infrastructure they require. It will be the contractor's responsibility and risk to gain planning consent and an environmental permit. Any planning applications required will be submitted to the Council as planning authority and determined by the Planning and Regulation Committee.
14. The standard contract duration is 15 years. The Council has the option to extend by any period of time up to 10 years. A minimum tonnage of 5,000 tonnes per annum for lots 2, 3 and 4 is offered in order to give market confidence for any investment required. The amount is less than half the current annual tonnage per district and the risk of not being able to deliver this amount is considered to be extremely low. This has not been included for lot 1 as the tonnage of waste is for only part of the district and is relatively small, and it is expected that Cherwell District Council will deliver most of its waste directly to the Ardley EfW facility. Therefore the Council has no minimum tonnage liability for Cherwell.
15. The requirements for onward haulage from waste transfer stations include compliance with the delivery procedures at the final destinations and any HGV routeing agreements. This includes a requirement to comply with the HGV routeing agreement for the Ardley EfW facility.

Consultation and stakeholder involvement

16. All the WCAs have been represented on the project team and they have provided information for and been consulted on the procurement strategy, specification, and the evaluation criteria and weightings. This has ensured that WCA requirements and costs have been taken into account.
17. Progress on the procurement process has been regularly reported to WCA partners through the Oxfordshire Waste Partnership. The proposed contract(s) will support implementation of Policy 9 of the Oxfordshire Joint Municipal Waste Management Strategy which seeks to recover value from residual waste.

Evaluation of tenders

Submitted tenders

18. Each of the three bidders has submitted a compliant tender and two variant bids. A high level summary of the bids received per lot is set out in Table 1. The compliant tenders included bids for all four geographical lots, although no

tenderer bid for all lots. The variant bids included combinations of lots in which one waste transfer station (WTS) would serve two district areas, variations to contract duration, and various amendments to terms and conditions.

Table 1 Summary of tenders

	Compliant bids				Variant bids	
	Lot1 North of Cherwell	Lot 2 South	Lot 3 VOWH	Lot 4 West	Variant 1	Variant 2
Tenderer 1		✓	✓	✓	✓	✓
Tenderer 2	✓	✓	✓		✓	✓
Tenderer 3				✓	✓	✓

Evaluation criteria and process

19. The evaluation criteria and weightings used to evaluate the tenders are set out in Table 2. The overall weighting of the scores was split 60% price and 40% technical and operational aspects, as agreed by the Waste Treatment Board in January 2012.

Table 2 Evaluation criteria, sub-criteria and weightings

Level 1 criteria	Weighting	Level 2 criteria	Weighting	Level 3 criteria	Weighting
Price	60%				
Technical & Operational	40%	Operations	32%		
				Site Operations	8%
				Travelling Distances	12%
				Haulage	8%
				Health & Safety	4%
		Organisation	8%		
				Recording & reporting	4%
		Staff	4%		
		Compliance with conditions of contract (standard bid)	PASS/FAIL		

20. The financial evaluation was based on submitted tender prices and assessed the annual cost of residual waste bulking and haulage based on indicative tonnages for 2011/12 as provided in the ITT. The Council also took into account the impact of any additional costs to the Council implied by a tender, and included the cost of excess mileage payments to WCAs where the WTS

would be located outside the district area to be served. Prices for food, clinical and other wastes were not included in the financial evaluation because they are opt in services that may not be taken up.

21. Within the technical and operational criteria, significant weight was given to travelling distances. The locations of waste transfer stations have both practical and cost implications for the WCAs in how waste collection rounds are organised. In effect this enabled the procurement to take into account the cost to the Oxfordshire tax payer as a whole.
22. For Lot 2 South Oxfordshire and Lot 3 VOWH tenders were received for both individual lots and bids that combined both lots. To enable a proper comparison of pairs of tenders for individual lots with combined tenders, all the possible combinations of lots 2 and 3 have been evaluated.

Evaluation outcome

23. The evaluation scores are summarised in Annex 1. Contract award will be based on the most economically advantageous solution to the council tax payer overall, taking into account the technical and operational evaluation criteria as set out in Table 2.
24. All the tenderers confirmed acceptance of the conditions of contract for their compliant tenders and therefore passed this pass/fail criterion.
25. The technical evaluation (40% weighting) has demonstrated that all the tenderers have offered solutions for residual municipal waste bulking and haulage that are capable of providing the specified service to the required standard and time. The written consent of the Council will be required to sub-contract any part of the service. Where a tenderer has proposed to sub-contract the haulage element of the service, the project team are satisfied that proposed sub-contractors will provide a satisfactory service as specified in the ITT.
26. The most significant area of difference between the tenders in technical terms relates to the travel distances for the WCAs delivering to the proposed waste transfer stations. Tenders that offered delivery points within the district to be served scored higher on this criterion and this has had an impact on the outcome. For the other technical criteria the differences between scores were less varied.
27. In terms of the financial evaluation (60% weighting) there were significant variations in price which produced a wide range of scores. Generally variant bids for combined lots or longer contract durations offered lower prices and scored higher. Additional costs were applied where delivery points for waste transfer were proposed in locations beyond five miles of the boundary of the district to be served and would therefore trigger excess mileage payments.
28. The evaluation results indicate that for each lot the following tenderers have achieved the highest scores.

- a) Lot 1, northern part of Cherwell – Tenderer 2, variant 2. Although only one tenderer submitted bids for this lot, comparison of the price per tonne submitted with the other tendered prices demonstrates that the price is competitive. This lot has no minimum tonnage enabling a flexible approach.
 - b) Lot 2 South Oxfordshire and Lot 3 VOWH – Tenderer 1, variant 2 is the highest scoring solution and most economically advantageous overall. This scored well in the financial evaluation and in relation to travel distances.
 - c) Lot 4 West Oxfordshire – the compliant bid submitted by Tenderer 1 has scored the highest for Lot 4 and scored well in the financial evaluation.
29. The highest scoring bids for lot 1 and lots 2 and 3 combined are for 25 year contract durations. A long contract term offers the Council security in three ways. Firstly, the contract duration would match the service period for the EfW contract, and maintaining a long term arrangement with a bulking and haulage contractor will reduce risk in terms of the Council's obligations to meet the delivery requirements at the EfW facility. Secondly, indexation of the contract price at RPIX would provide protection from the risk of fuel price inflation increasing above RPIX if the contract is re-tendered after 15 years. Thirdly, there is no change in law risk for the Council for a 25 year contract duration, whereas for a 15 year duration there would be some risk in any extended term.
30. A minimum tonnage of 5,000 tonnes per year has been offered for both lots 2 and 3. As the amount is less than half the current tonnage for each district the project team considers this is a low risk even over 25 years. Therefore, in light of the potential benefits described above it is considered that 25 year contracts for lots 1, 2 and 3 should be awarded.

Bulking and haulage of food and other wastes

31. The tenderers have all offered to provide food waste bulking and haulage and have provided prices for this and the other wastes. These are opt in services that can be taken up and paid for by the WCAs from the successful contractors if they choose to do so. The WCAs can decide to take up any of these services when the residual waste bulking and haulage service starts or at any time after.

Financial and Staff Implications

32. The affordability assessment for the residual waste treatment procurement included the costs the Council would incur for the transfer and haulage of residual waste to the Ardley EfW facility. The costs of the highest scoring tender submissions fall well within the value for money benchmark estimate, demonstrating that the tenders offered are both affordable and represent value for money.

33. Payment for the residual waste bulking and haulage service will only be made once the service has started in 2014, when the Council will pay a rate per tonne for waste delivered to the waste transfer stations and transported to the Ardley EfW facility. Payment for the service from 2014 is already built into the medium term financial plan, as part of the budget process for residual waste treatment.
34. The bulking and haulage of municipal food, clinical and other wastes will be paid for by the WCAs on a rate per tonne basis and as a cost pass-through if they choose to take up these services. There are no minimum tonnages for these waste streams which ensures flexibility in the offer to the WCAs.
35. The contract will be implemented and managed utilising existing staff resources. The project team including legal services consider that there will be no implications under TUPE. The process of preparing for a smooth transition from landfill to delivering residual waste to the Ardley EfW facility via waste transfer stations and direct delivery will require on-going liaison with the WCAs. This work will form part of the residual waste treatment project which is managing the transition and contract management during construction of the Ardley EfW facility.

Legal implications

36. The award of contracts to provide bulking and haulage services will help to fulfil the Council's legal obligations as WDA under the Environmental Protection Act 1990 to provide delivery points for the WCAs for municipal waste.
37. Award of the contracts is critical to enabling the Council to meet its obligations to deliver all residual municipal waste that can be processed to the Ardley EfW facility for treatment. Failure to do so would place the Council in breach of the exclusivity provisions in the residual waste treatment contract and at risk of financial penalties under the contract.
38. The Council will have the ability to terminate the contracts due to contractor default and a number of reasons including bribery, insolvency and change of control, and will have the right to recover any losses incurred. However, there is no unilateral right for the Council to break the contract. This was considered inappropriate for a contract potentially involving significant up-front capital expenditure as it would either have had a negative impact on pricing or it is possible that tenderers would not have submitted bids and therefore reducing competition.
39. The procurement has benefitted from support from officers in legal services and procurement, in a team approach which ensured that the process has been undertaken in accordance with EU and national procurement legislation and the Council's contract procedure rules.

Sustainability implications

40. A key objective of the bulking and haulage service is to provide for the efficient delivery of residual waste to the Ardley EfW facility by reducing vehicle movements and by using modern fuel efficient vehicles.
41. The alternative of all refuse collection vehicles (RCVs) and street cleansing vehicles delivering directly to the EfW facility would lead to more vehicles travelling longer distances, with increased fuel consumption and vehicle emissions. The WCAs would also face a need for more frequent vehicle maintenance, reduced vehicle life, and implications for the organisation of waste collection rounds due to longer journey times for vehicles and crews.
42. At the PQQ stage all the companies demonstrated satisfactory performance in terms of their environmental and carbon management policies and practices. The contract specification requires vehicle standards and maintenance, and driving practices to reduce emissions and maximise fuel efficiency.
43. Implementation of the residual waste treatment contract contributes to the Corporate Plan priority of enhancing the environment, and the bulking and haulage contract is a key dependency. Residual waste treatment at the Ardley EfW facility will achieve 95% diversion of residual municipal waste from landfill, reduce emissions of greenhouse gases by approximately 56,800 tonnes CO2 equivalent per year, and generate electricity for about 38,000 homes.

Risk management

44. Risks have been managed proactively by the project team and regularly reported to the Waste Treatment Board. The key risks relate to delay to the procurement, the planning or permit application processes or the construction of new waste transfer stations if required leading to inability to deliver all residual waste to the EfW facility.
45. The responsibility for obtaining planning permission and an environmental permit will be the contractor's. Should there be any delay or failure to maintain required consents for the duration of the contract, the contractor will be required to provide contingency arrangements at no additional cost to the Council.
46. The procurement has been undertaken to schedule and has been programmed to allow time for contractors to achieve necessary consents and build new infrastructure if they need to. The delivery programmes and contingency arrangements submitted in the tenders were evaluated and assessed to be feasible and deliverable.

Next steps

47. Following the Cabinet's decision, the contract award process will be completed as soon as possible. The start of the bulking and haulage service

will need to be coordinated with the EfW facility commissioning stage and operational start date which is dependent on future construction progress. Preparation for this will be a key work stream for implementation of the residual waste treatment contract over the next two years.

RECOMMENDATION

48. **The Cabinet is RECOMMENDED to note the outcome of the evaluation and endorse the award of contracts for the provision of residual municipal waste bulking and haulage services as follows;**
- (a) Lot 1 northern part of Cherwell to Tenderer 2 on the basis of their variant 2 tender ;**
 - (b) Lot 2 South Oxfordshire and Lot 3 Vale of White Horse to Tenderer 1 on the basis of their variant 2 tender; and**
 - (c) Lot 4 West Oxfordshire to Tenderer 1 on the basis of their compliant tender.**

HUW JONES
Director for Environment and Economy

Background papers: Report to Cabinet 27 July 2010, Oxfordshire Residual Waste Treatment procurement – Award of Contract

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30 November 2012

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
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