



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 September 2017 at 2.00 pm

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

A handwritten signature in black ink that reads "Peter Clark".

Peter Clark
Chief Executive

September 2017

Committee Officer: **Sue Whitehead**
Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Property & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Hilary Hibbert-Biles	Cabinet Member for Public Health & Education
Mark Gray	Cabinet Member for Local Communities

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 27 September 2017 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: 17 October 2017

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 Glenn Watson on **07776 997946** or glenn.watson@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 - 22)

To approve the minutes of the meeting held on 18 July 2017 (**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. Transition Fund for Open Access Children's Centres - September 2017 (Pages 23 - 40)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/093

Contact: Sarah Jelley, Senior Policy and Performance Officer Tel: 07554 103437

Report by Assistant Chief Executive (**CA6**).

This report deals with the undetermined decisions from the 18th July Cabinet about the

Florence Park site. The report also looks at the expenditure against the 'one off' £1m fund to provide pump priming to support community-led solutions for delivering open-access services for children and families agreed by Council in February 2017. Following three rounds of grant funding and allocations to twenty six organisations, there is a remaining balance of £262,674. The report outlines the proposed approach to managing and allocating the remaining budget.

The Cabinet is asked to make the following decisions:

(a) Regarding the future use of the Florence Park site:

- ***Option 1 – Support the proposal for asset transfer for Aflah Nursery (potentially subject to any further requirements that Cabinet may determine)***
- ***Option 2 – Support the proposal for asset transfer and transition fund grant for Aspire (potentially subject to any further requirements that Cabinet may determine)***
- ***Option 3 – Decline both proposals and seek an alternative solution***

(b) Approve the proposed use of the transition fund underspend.

7. Service & Resource Planning Report - 2018/19 - September 2017 (Pages 41 - 70)

Cabinet Member: Finance

Forward Plan Ref: 2017/039

Contact: Katy Jurczynsyn, Strategic Finance Manager (Finance, Strategy & Monitoring)

Tel: 07584 909518

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

The report is the first in the series on the Service & Resource Planning process for the forthcoming year which will culminate in Council setting a budget for 2018/19 and a medium term plan and capital programme to 2021/22 in February 2018. This initial report sets the context and the starting point for the process. It sets out:

- the assumptions on which the existing Medium Term Financial Plan (MTFP) agreed in February 2017 is based,
- information arising from government and other announcements
- known and potential financial issues for 2018/19 and beyond which impact on the existing MTFP, and
- a proposed process for Service & Resource Planning for 2018/19 including a timetable of events.

The Cabinet is RECOMMENDED to:

- (a) Note the report;***
- (b) Approve the Service and Resource Planning process for 2018/19; and***
- (c) Approve a four year period for the Medium Term Financial Plan and Capital Programme to 2021/22.***

8. Submission of Expression of Interest to the Housing Infrastructure Fund (Pages 71 - 112)

Cabinet Member: Leader

Forward Plan Ref: 2017/112

Contact: Robin Rogers, Strategy Manager Tel: 07789 923206

Report by Director for Planning & Place (**CA8**).

The County Council proposes to make bids to the Housing Infrastructure Fund (HIF), an investment programme announced in July 2017 by the Department for Communities and Local Government and administered through the Homes and Communities Agency.

The County Council is required to develop candidate schemes and packages of schemes and make Expression of Interests for viable programmes by 28 September.

This report sets out the requirements of HIF and the process of application and assessment.

The Cabinet is RECOMMENDED to:

- (a) Agree to the submission of an Expression of Interest to the Housing Infrastructure Fund;***
- (b) Agree to the process set out above for the assessment of viability of schemes and for their subsequent prioritisation;***
- (c) Note the current candidate scheme packages and current draft assessments; and***
- (d) Delegate to the Strategic Director for Communities, in consultation with the Leader of the Council and the Cabinet Member for Environment, and taking into account the view of the Growth Board, the final viability and prioritisation assessment and the detail of the bid submission including the detail of projects to be included within each scheme***

9. Staffing Report - Quarter 1 - 2017 (Pages 113 - 116)

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2017/040

Contact: Sarah Currell, HR Manager – IBC Interface, Tel: 07867 467793

Report by Director of Human Resources (**CA9**).

The report provides an update on staffing numbers and related activity for the period 1 April 2017 to 30 June 2017. Progress will be tracked throughout the year on the movement of staffing numbers from those reported at 31 March 2017 as we continue to deliver our required budget savings. We also continue to track reductions since 1 April 2010 to reflect the impact on staffing numbers via delivery of our Business Strategy and

Transformation programme.

The Cabinet is RECOMMENDED to note the report.

10. Forward Plan and Future Business (Pages 117 - 120)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213

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 **CA10**. 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.

CABINET

MINUTES of the meeting held on Tuesday, 18 July 2017 commencing at 2.00 pm and finishing at 4.38 pm

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair
Councillor Mrs Judith Heathcoat
Councillor Lawrie Stratford
Councillor Steve Harrod
Councillor Lorraine Lindsay-Gale
Councillor David Bartholomew
Councillor Hilary Hibbert-Biles
Councillor Mark Gray

Other Members in Attendance: Councillor Lynda Atkins (Agenda Item 11)
Councillor Jamila Begum Azad (Agenda Item 6)
Councillor Liz Brighthouse (Agenda Item 9)
Councillor Paul Buckley (Agenda Item 8 and 12)
Councillor Helen Evans (Agenda Item 6)
Councillor John Howson (agenda Item 8 and 12)
Councillor Bob Johnston (Agenda Item 12)
Councillor John Sanders (Agenda Item 8, 10 and 11)

Officers:

Whole of meeting Peter Clark (Chief Executive); Sue Whitehead (Resources Directorate)

Part of meeting

Item

	Name
6	Katy Jurczynszyn (Resources Directorate)
7	Joseph Turner (Resources Directorate)
8	Susan Halliwell, Director for Planning & Place; Martin Kraftl (Communities Directorate)
9	Lucy Butler, Director for Children's Services; Roy Leach, Strategic Lead for Education & Sufficiency
10	Maggie Scott, Assistant Chief Executive
11	Bev Hindle, Strategic Director for Communities; Peter Day, Minerals & Waste Policy Team Leader
12	Bev Hindle, Strategic Director for Communities; John Disley, Policy Strategy Manager
13	Kate Terroni, Director for Adult Services

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.

48/17 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor Constance.

49/17 MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 20 June 2017 were approved agreed and signed as a correct record, subject to it being noted under Minute 43/17 that it was the first bid for transition funding that Aspire had been involved in.

50/17 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Questions from County Councillors together with responses are set out in the attached annex.

51/17 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The following requests to petition or to address the Committee had been agreed by the Chairman:

Item 6 – Financial Monitoring and Business Delivery Report -Councillor Helen Evans, Shadow Cabinet Member for Finance
Councillor Jamila Begum Azad, local councillor for St Clements & Cowley Marsh

Item 8 – City Centre Improvements and Experimental Queen Street Closure - John Paine Secretary, Oxfordshire NPC Group
Phil Southall
Graham Jones, ROX and the Oxford High Street Association
Sara Fuge, Westgate Oxford Alliance
Dan Levy, Cyclox
Councillor Sajjad Malik
Martin Sutton, Stagecoach at Oxfordshire
Sajad Khan
Councillor Paul Buckley, local councillor for Wolvercote & Summertown
Councillor John Howson, local councillor for St Margaret's
Councillor John Sanders, Shadow Cabinet Member for Environment

Item 9 - The Future of Chiltern Edge School - David Bullivant
Clare Bentata
Christine Atkinson
Moira Green, Headteacher at Chiltern Edge
Councillor Liz Brighouse, Opposition Leader

Item 10 – Transition Fund Councillor John Sanders, local councillor for Cowley

Item 11 – Minerals and Waste Local Plan - Councillor Adrian Lloyd, Wallingford Town Council

Councillor Lynda Atkins, local councillor for Wallingford

Councillor John Sanders, Shadow Cabinet Member for Environment

Item 12 – East West Rail Western Section Phase 2 – Public Consultation –

Councillor John Howson, local councillor for St Margaret's

Councillor Bob Johnston, local councillor for Kennington & Radley

Councillor Paul Buckley, local councillor for Wolvercote & Summertown

52/17 2017/18 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT - MAY 2017

(Agenda Item. 6)

Cabinet considered the first in a series of financial monitoring reports for 2017/18 and focused on the delivery of the 2017/18 budget based on projections at the end of May 2017. Part 1 set out the projections for revenue; part 2 included the forecast position for reserves and balances; part 3 set out the Capital Programme monitoring and update.

Councillor Jamila Begum Azad, local councillor for St Clements & Cowley Marsh highlighted the overspend in the Children, Education and Families (CEF) budget and particularly that relating to early intervention and also to home to school transport. Despite additional money demand continued to grow and she questioned how Cabinet would ensure that the early help needed was available. Councillor Begum Azad also referred to the significant increase in looked after children and highlighted out of county placements seeking assurances that children received the support they needed.

Councillor Helen Evans, Shadow Cabinet Member for Finance also highlighted the underspend in CEF. She commented that this was not unexpected given that demand was growing nationally and queried why more money had not been budgeted. There was concern in the Labour Group that the Council would struggle to deliver the ambitious plans for change and queried whether the expected reductions were realistic and what would happen in the event of a shortfall. With regard to adult social care she noted the break even position which was in part due to the underspend in the Support at Home budget. She referred to the increase in the Better Care Funding and hoped that serious consideration would be given to bringing this element back in house. Councillor Evans also expressed Labour Group concern at the continuing underspend in the public health budget.

Cabinet Members responded to the points made noting that this was a very early stage in the year and that overspends and underspends at this point were usual. Cabinet stressed its commitment to safeguarding issues and that everything possible would always be done to ensure the safety of the children of Oxfordshire. Cabinet noted that Councillor Hilary Hibbert-Biles

had previously given the Labour Group a detailed note on the public health budget.

Councillor David Bartholomew, Cabinet Member for Finance introduced the contents of the report and moved the recommendations. He thanked Lorna Baxter and the financial team for their work highlighting the Council's strong record in financial budgeting.

Cabinet's attention was drawn in particular to recommendation (d) in the report relating to the Better Care Fund

RESOLVED: to:

- (a) note the report;
- (b) approve the virement requests set out in Annex 2a;
- (c) note the Virements set out in Annex 2b;
- (d) approve the use of the £6.3m improved Better Care Fund ring-fenced grant funding detailed in paragraph 32:
 - £1.2m Improving Flow
 - £1.7m Market Resilience
 - £0.6m Strategic Review of Home Support
 - £2.1m Additional Capacity
 - £0.7m balance to be allocated as required;
- (e) note the Treasury Management lending list at Annex 3;
- (f) approve the updated Capital Programme at Annex 7 and the associated changes to the programme in Annex 6c;
- (g) delegate authority to the Director of Finance and Strategic Director for Communities, in consultation with the Leader of the Council to contractually commit to the construction of the Faringdon Community College two form entry expansion project, with a total budget of £6.290m; and
- (h) approve the capital funding allocation of £1.04m for the A4155 Henley Road (Flowing Springs) embankment repair works.

53/17 TREASURY MANAGEMENT 2016/17 OUTTURN

(Agenda Item. 7)

Cabinet considered a report that set out the Treasury Management activity undertaken in the financial year 2016/17 in compliance with the CIPFA Code of Practice. The report included Debt and Investment activity, Prudential Indicator Outturn, Investment Strategy, and interest receivable and payable for the financial year.

RESOLVED: to note the report, and to **RECOMMEND** Council to note the Council's Treasury Management Activity in 2016/17.

54/17 THE FUTURE OF CHILTERN EDGE SCHOOL

(Agenda Item. 9)

Chiltern Edge School has been placed in Special Measures following an Ofsted rating of 'Inadequate'. The council's number one priority is to ensure good educational opportunities are available to local families. To this end the council has undertaken an extensive consultation exercise about the future of Chiltern Edge School in order to inform what action(s) the council should take to ensure that the priority is met.

Cabinet considered a report that summarised the responses received and that provided an update on developments since the consultation was launched on the 27 April 2017.

David Bullivant, spoke as a parent of a child at Chiltern Edge School and a member of the save Our Edge campaign. He thanked Councillor Biles and Councillor Bartholomew for being willing to work with the group and to meet them. He spoke in support of keeping the school open, referring to its previous history of good Ofsted inspections and that the head teacher had a clear improvement plan.

Clare Bentata, submitted a petition against the closure of the school referring the support for the school.

Christine Atkinson, speaking as a parent of children who had attended the school spoke of the importance of it to the village community.

Moira Green, Headteacher at Chiltern Edge School, highlighted the steps being taken to improve the situation at the school.

Councillor Liz Brighthouse, Opposition Leader, welcomed the recommendation in the report not to proceed with a notice to close at this stage.

RESOLVED: to:

- (a) not proceed at this time with the publication of a statutory notice proposing the closure of Chiltern Edge School;
- (b) commission, ideally from Ofsted, an external review of the progress made by October 2017 towards addressing the weaknesses identified by Ofsted and the construction of an in-year balanced budget;
- (c) consider a further report on the progress identified by the external review at its November meeting.

55/17 CITY CENTRE TRANSPORT IMPROVEMENTS AND EXPERIMENTAL QUEEN STREET CLOSURE

(Agenda Item. 8)

Cabinet had before them a report summarising the results of the formal public consultation on the proposed experimental Traffic Regulation Order to prohibit buses, taxis and private hire vehicles from Queen Street, Oxford and amendments to permanent Traffic Regulation Orders on the surrounding network. Other proposals included amendments to bus stops and layover

points, including bus stop clearways, adjustments to three key junctions and the installation of 5 no. zebra crossings. The report sought approval on moving the project forward in a timely manner to achieve the desired delivery date of October 2017 to coincide with the opening of the re-developed Westgate.

Barrie Finch, Oxfordshire NPC Group, commented that the Group would be looking for Councillor Constance to hold informal and to monitor the experiment with local bus groups, pedestrians etc. He suggested that the experiment would be better if it was an experimental opening rather than closure to buses and taxis. Referring to the consultation he felt that the responses had been cherry picked to give a particular picture. He added that there was a lack of detail and clarity in the report. For example there was no indication where bus stops would be sighted. There was a lack of consideration of the needs of the partially sighted, wheelchair users and the elderly.

Dan Levy, Cyclox, stated that whilst accepting that what was being proposed was an experiment, their Group would wish to see during part of the period an experimental trial of cyclists in Queen Street. He added that it was odd that a prime cycle route should be closed to cycles at any time but asked that if it was then serious consideration be given to a safe alternative route from the station to High Street. He welcomed the improvements to the teardrop but added that there were still technical issues requiring improvement. Dan Levy suggested that if looking at the whole area one solution would be to close one of either Park End Street or Hyth Bridge Street to all except cycles or to make them a one way system.

Sajad Khan, COTA, spoke in support of the taxi rank on Cornmarket which they saw as a vital improvement. The Group did not support the positioning of the rank on High Street which was too far down the road making it inaccessible. They would prefer to see a small rank for one or two taxi's at the Cornmarket end of High Street. Sajid Khan also requested that consideration be given to a small rank on New Road for people exiting The Westgate Centre.

Graham Jones, ROX and the Oxford High Street Association spoke in support of the arguments put forward by the bus companies as to why Queen Street could not be pedestrianised as yet. He highlighted the congestion to High Street caused by additional buses using and stopping there. This would add to pollution levels and affect delivery times for businesses. Graham Jones also referred to safety issues on the High Street and St Aldates where traffic travelled at 20 miles/hour and queried what checks had occurred to compare these concerns with those for Queen Street where traffic travelled at 5 miles/hour.

Sara Fuge, Westgate Oxford Alliance, spoke in support of the experimental period for the proposals and was in strong support of the infrastructure improvements.

Phil Southall, Oxford Bus Company, spoke against the proposals referring to their consultation response. In particular he queried where the displaced buses were to go, when St Aldates was already one of the worst areas in the City for pollution. The proposals would lead to longer journey times and additional costs. He commented that buses and pedestrians had co-existed successfully on Queen Street for some years and the same happens elsewhere. He highlighted the problem of locating permanent bus stops outside the Covered Market where there was insufficient pavement space. He urged Cabinet to take into account the consultation responses and not to proceed. He suggested instead that the situation with buses be monitored over a six month period.

Martin Sutton, Stagecoach at Oxfordshire, supported the point made by Phil Southall. The company although in full support of pedestrianisation it was dependent on the provision of alternative arrangements, including adequate bus stops, waiting arrangements and provision for turning to the west of the city centre. He urged Cabinet to keep Queen Street open to buses with careful monitoring. He added that safety was important to them and that buses had a good record.

Sajjad Malik, as a taxi driver, spoke against the proposed siting of the taxi rank on High Street.

Councillor Paul Buckley, local councillor for Wolvercote & Summertown, commented that older people used to appreciate being able to get off the bus in Queen Street. He accepted that Queen Street needed to be pedestrianised but only if buses and taxis were able to get close. Councillor Buckley expressed surprise that this had not been built in to the scheme. He also spoke against the proposal to introduce taxis to Cornmarket. He supported a trial period but of one allowing buses in Queen Street to see the extent of the problem.

Councillor John Howson, local councillor for St Margaret's, highlighted 2 aspects. Firstly with regard to the Worcester Street junction he asked that officers look at it again to ensure that the needs of pedestrians were taken into account. Secondly, Councillor Howson commented that the mix of tenants in Westgate has changed significantly and footfall projections should be treated with caution.

Councillor John Sanders, Shadow Cabinet Member for Environment spoke against the proposal to completely pedestrianise Queen Street stating that there was no evidence that buses and taxis would be dangerous to pedestrians, adding that there was no record of accidents when the space was shared by taxis and buses. Councillor Sanders referred to the impact of the proposals on other areas of the City Centre including St Aldates and Cornmarket.

Sue Halliwell, advised Cabinet that with regard to the consultation data the University had supported the proposals. The comments set against the proposals and attributed to the University came from individuals.

Councillor Hudspeth in moving the recommendations stated that the aspiration had always been to pedestrianise Queen Street, as set out in Transform Oxford. He emphasised that what was being recommended was an experimental order in order to gather data.

During discussion Cabinet

- Queried the length of the experiment and heard that it was for up to 18 months but could be completed earlier if appropriate.
- Emphasised the importance of developing a monitoring framework which they were advised would include aspects such as air quality, delay to buses, journey times and pedestrian flows.
- Welcomed the continuation of work looking at options for bus routing.
- Highlighted that the proposals were an experiment and that on balance they accepted the need to err on the side of caution when dealing with pedestrian safety.

RESOLVED: to:

- (a) consider the contents of this report, including the consultation responses received, in the context of the statutory framework as set out in Annex 5;
- (b) approve the proposal for an experimental TRO restricting bus, taxi and private hire access to Queen Street as advertised, subject to approval by the Secretary of State for Transport;
- (c) instruct officers to develop a monitoring framework for the experimental closure of Queen Street, in consultation with (amongst others) the bus operators, city council, and Cabinet Member for Environment;
- (d) instruct officers to continue to develop options for city centre bus routeing – including options for Queen Street – in partnership with Oxford City Council and bus operators and drawing on monitoring of the experimental closure when available;
- (e) approve the retention of the existing cycle access arrangements in Queen Street (cycling permitted 18:00 – 10:00);
- (f) approve the proposal for zebra crossings in St Aldate's, Speedwell Street, New Road, Park End Street and Worcester Street as advertised;
- (g) approve the proposal for changes to loading, waiting and stopping in High Street and St Aldate's as advertised;
- (h) approve the changes to bus stop clearways as advertised;
- (i) note that design changes may be made to the published proposals to deal with concerns raised in the consultation and as part of the

safety audit process. Certain changes may require further consultation.

56/17 TRANSITION FUND FOR COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

(Agenda Item. 10)

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support open access children's services. It was agreed that a cross party group of county councillors would consider maximum benefit of this fund and bring proposals back to Cabinet for decision.

In June during consideration of the third round of bids against the criteria following discussion Cabinet deferred a decision on a number of matters in order to undertake further investigation. Cabinet had before them a report outlining this work to date with recommendations to Cabinet.

Councillor John Sanders, local councillor for Cowley welcomed the deferral of the decision on Florence Park. He emphasised that the Fund was to provide open access services for local people.

Councillor Gray in moving the recommendations advised that meetings were being held under the auspices of the OCVA with a view to a possible joint bid.

RESOLVED: to:

- (a) Approve for funding the following bids:
 - a. St Mary's Church, Chipping Norton
- (b) Defer the decision until September Cabinet for the following bids:
 - a. Aspire & The Nature Effect (Florence Park Children's Centre)
- (c) Defer the decision until September Cabinet for the asset transfer for the following proposal:
 - a. Aflah Nursery (Florence Park Children's Centre)

57/17 MINERALS AND WASTE LOCAL PLAN, PART 1 (CORE STRATEGY)

(Agenda Item. 11)

Recommendations agreed (5 votes for with 3 abstentions)

The County Council has a statutory duty to prepare a new Oxfordshire Minerals and Waste Local Plan, to provide an effective planning strategy and policies for the supply of minerals and management of waste in the county, consistent with environmental, social and economic needs, to replace the existing Minerals and Waste Local Plan which was adopted in 1996.

Following an extensive statutory process Cabinet considered a report on the outcomes.

Councillor Adrian Lloyd, Wallingford Town Council, spoke in connection with the aggregate assessment figures stating that in his view the figures was too high and would not be realised. Changes to the regulations on re-use of demolition materials meant that there was a replacement for sharp sand and gravel. He feared that the effect would be that pits opened and then were forced to close.

Councillor Lynda Atkins, local councillor for Wallingford whilst accepting that a Mineral & Waste Plan was desperately needed spoke against the aggregate assessment figures which she felt were unnecessarily high and did not protect local residents in her division from applications for new pits.

Councillor John Sanders, Shadow Cabinet Member for Environment expressed disappointment that the Plan had taken 4 years to reach this stage and hoped that the development of site allocations would happen without delay in order to provide certainty and to protect from speculative proposals.

Asked by Cabinet to comment on the Local Aggregate Assessment Peter Day explained that the LAA had been subject to much discussion over a lengthy period of time. It had taken a whole day at the examination and the Inspector had concluded that it was an appropriate basis on which to plan for 2031. The Inspector's recommended modifications included the LAA figures and the modifications could only be agreed as a total package.

Peter Day responded to concerns from Councillor Lindsay-Gale who stated that she had fought the proposals since 2003 and communities in her Division were upset at the proposed split between West and South Oxfordshire. She added that the Cabinet Advisory Group had opposed the plan at every single stage. Peter Day stressed that the Inspector had been required to consider all representations and he had done so, including those from local residents and groups. Bev Hindle added that Cabinet were being asked to put it forward today for Council adoption taking into account the views of the CAG.

During discussion Cabinet explored the impact of not having a Plan in place which would be to continue to base decisions on national policy leading to less protection for local people from inappropriate proposals.

RESOLVED: to

(a) recommend to Council to:

- i. adopt the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy with the main modifications recommended by the Inspector in his final report (Appendix B) at Annex 3B and such additional modifications as are required, in accordance with the

Planning and Compulsory Purchase Act 2004 section 23(3) (as amended);

- ii. authorise the Director for Planning & Place to carry out the steps required by The Town and Country Planning (Local Planning) (England) Regulations 2012, Regulation 26 for making the plan and other documents and information publically available and notifying specified persons as soon as reasonably practicable after the plan is adopted;
- (b) authorise the Director for Planning & Place to finalise the additional modifications that are required, for recommendation to Council, to include the additional modifications published by the Council for public comment on 3 February 2017 subject to any necessary amendments and any further additional modifications now required.

58/17 EAST WEST RAIL WESTERN SECTION PHASE 2: PUBLIC CONSULTATION

(Agenda Item. 12)

East West Rail is a strategic national rail infrastructure proposal to reopen and upgrade the rail corridor connecting Oxford, Milton Keynes and Cambridge, extending on to Ipswich and Norwich. It is split into three distinct sections covering Oxford to Bedford and Milton Keynes to Princes Risborough (Western); Bedford to Cambridge (Central) and Cambridge to Norwich and Ipswich (Eastern). Cabinet considered a report that was primarily concerned with the Western Section, which included the EWR route in Oxfordshire and it set out the proposed Oxfordshire County Council response to the Network Rail consultation on the proposals. The report also covered the proposed status and approach to the London Road Level Crossing, which while not within the scope of this stage of the project was closely linked to the future development of East West Rail.

Councillor John Howson, expressed disappointment that it would be a diesel line which was far noisier than an electrified line. He commented that there was no indication where the trains would be stored and as it was likely to be somewhere in Oxfordshire this would have an impact on Oxfordshire residents.

Councillor Bob Johnston, local councillor for Kennington & Radley, commended the paper but agreed with concerns that the proposals were for diesel trains. Looking forward he expressed concern over where the rolling stock was to come from and hoped that they would not be tired second hand stock from elsewhere.

Councillor Paul Buckley, speaking as a local councillor for Wolvercote & Summertown and as a professional engineer stated that he was absolutely behind the concept set out in the consultation. However he sounded a note of caution about how it might be implemented, drawing on experience of Phase 1.

RESOLVED: to:

- (a) Reconfirm the Council's strong support for the East West Rail scheme set out in the consultation proposals, as a strategic investment priority;
- (b) Submit a response to the Western Section Phase 2 consultation, based on the points outlined in paragraph 21 above, with the final response to be agreed by the Cabinet Member for the Environment in consultation with the Director for Planning & Place;
- (c) For this response to include a schedule of detailed points, as per the addendum circulated to this report.

59/17 SECTION 75 AGREEMENT - UPDATE 2017

(Agenda Item. 13)

Under Section 75 of the National Health Services Act 2006, the Council has an existing and long-standing agreement with Oxfordshire Clinical Commissioning Group, to pool resources and deliver shared objectives. In order to build on this shared work Cabinet considered a report proposing two pooled budgets for 2017/18 and 2018/19, bringing resources together to make a real difference to the people of Oxfordshire and to meet the national Better Care Fund requirements

RESOLVED: to:

- (a) approve the outline proposed pooled budget arrangements with Oxfordshire Clinical Commissioning Group, including the creation of two pooled budgets for Adults with Care and Support Needs and for the Better Care Fund;
- (b) delegate responsibility for approving the detail of the schedules for 2017/18, including the final contributions and risk share arrangements, to the Director for Adult Services in consultation with the Cabinet Member for Adult Social Care;
- (c) approve the proposal to hold two joint management groups.

60/17 DELEGATED POWERS - JULY 2017

(Agenda Item. 14)

Cabinet noted following executive decision taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i).

It is not for scrutiny call-in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
12 May 2017	Exemption from	Approved an	To ensure that

	<p>Contract Procedure Rules – NQ Minds and Zipabout – CASPAR Project</p>	<p>exemption from the tendering requirements under OCC's Contract Procedure Rules for the grant of a contract to NQ Minds and Zipabout as a result of a successful bid for funding of £238,928 for 1 year for a one-off project commencing April 2017 Oxfordshire and the Consortium.</p>	<p>the project is not delayed and the funding put at risk</p>
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61/17 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 15)

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

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

..... in the Chair

Date of signing 2017

QUESTIONS FROM COUNTY COUNCILLORS

Annex

Questions received from the following Members:

1. Councillor Howson to Councillor Hibbert-Biles

“During the general election campaign, and also subsequently, there have been statements that no school would lose out under the new National Funding Formula. This included a manifesto pledge to “make sure no school has its budget cut as a result of the new formula. Schools will, of course face other funding cuts. However, I can find no mention of how the High Needs funding block will be treated in terms of this extra funding. Can the Cabinet Member explain how the children of Oxfordshire funded through the High Needs block will benefit from the extra funding identified by the government?”

Answer:

“To date I have seen no firm commitments from the government to address the High Needs Block in Oxfordshire. I have written to Robert Goodwill, MP requesting a meeting with him at his earliest convenience and I will add the High Needs Block to the other matters I intend to raise with him, including the excessive time it takes to secure school places for our Looked After Children who are placed outside of Oxfordshire.”

Supplementary: In response to reference to the recent funding announcement from Government Councillor Hibbert-Biles undertook to respond directly to Councillor Howson on the effect in Oxfordshire.

2. Councillor Roz Smith to Councillor Constance

I'd like to draw the County Council's attention to the DfT's "[Local cycling and walking infrastructure plan guidance](#)"; the Department invites local authorities to express their interest in technical support for the development of local cycling and walking infrastructure.

“Recognising that preparing LCWIPs may take time and resources not readily available to all local authorities, a comprehensive programme of technical cycling and walking support has been developed. This programme makes available technical expertise to local authorities wishing to develop local plans, through an expression of interest process. It also offers advice on how to integrate LCWIPs into local policies and strategies, and develop the local strategic and economic case for investment.”

Has the council started work on preparing it's LCWIP and will it be using advice and the resources offered by the DfT to help shape the plan?

Answer

“The Council is looking to progress work on developing [local cycling and walking infrastructure plan guidance](#), and as such has submitted a bid for technical support on offer from the DfT, referred to in Councillor Smith's

question. The submission was made at the end of June and we are awaiting the outcome.”

3. Councillor Dr Johnson to Councillor Constance

Many villages in Wheatley Division are suffering because of the cut in bus subsidies. Elderly and vulnerable people are isolated; younger people cannot get to college and apprenticeships; those who relied on buses for work are now using cars and increasing the traffic on our already congested roads. Does the member agree with me that saving up to £4 million pounds from cutting bus subsidy was a false economy, and will she work with me to find room in our forthcoming budget to reinstate bus subsidies?

Answer

“At the budget setting meeting in February 2016, all Liberal Democrat councillors present voting for the budget including withdrawing the bus subsidy grant. It is interesting to note that of the 118 bus services affected there were solutions found for 54 of the routes. Rather than reinstating the subsidies we should be looking to more imaginative ways of providing services in areas affected. For instance in my division there is a project called ‘Our Bus’ that is a successful volunteer organisation that is providing a service that was withdrawn by the bus companies prior to the February 2016 being taken, I am working with the group so that it can continue to provide such services, I would be more than happy to give you the group’s details so that you could start a similar project in your division to help those that have been affected by the February 2016 budget decision.

Although the county council has been forced by the financial crisis affecting local government to make difficult decisions - notably to withdraw funding from non-commercial bus services - we remain committed to working in partnership with bus operators to safeguard and develop the commercial bus network. In fact, Oxfordshire has a long history of doing this and as a result we have some the best bus services and highest levels of patronage of any shire county, particularly in the South East.

However, in addition to commercial bus services there are two further ways in which the county council is supporting bus passengers. One is through our innovative Comet initiative and the other is through the use of developer contributions to "pump prime" new or enhanced bus services where there is substantial development with a view to them becoming commercially viable in the longer term.

Comet

We have over 151 registered members, about 75% of whom regularly use the service. We are covering a large majority of the county. At least two buses are used in each district area every day. We have 8 parish groups running regular bus-replacement type routes, mainly in the south of the county - all of which have got large enough passenger numbers to sustain them and recoup their costs. We also have about a dozen care homes and schools using the service for trips out.

Sub Bus continued Commercially

The council purchased season tickets for the following routes / schools, involving approximately 290 students overall.

Route Number and Operator	Schools served	Outcome
94, Thames Travel	Didcot Girls School, St Birinus School Didcot	Operator wanted to withdraw service as was no longer considered viable. S106 funding has been used to postpone this withdrawal until Easter 2018 at which point there may be further options available to secure its continuation.
114, Thames Travel	Larkmead School Abingdon, John Mason School Abingdon, Fitzharry's School Abingdon	Service being withdrawn as no longer considered viable by the operator. OCC has increased the size of its private school transport buses that were running alongside this route. This will ensure transport still exists for children to Abingdon schools from Berinsfield (children who would previously caught the 114). This solution however will only be viable for one further year.
136, Thames Travel	Wallingford School	New arrangement of purchasing season tickets
X8, Pulham's Coaches	Chipping Norton School	Continuation of purchasing season tickets
X9, Pulham's Coaches	Chipping Norton School	Service being withdrawn as no longer considered viable by the operator. OCC changing other school transport routes to ensure children are still taken to school. As it happens, this should also be at a reduced

		cost to the council
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S106 funds have been used to continue some of these routes until the contract end dates:

Service, Operator	Description	Outcome through providing S106 funding
B2, Stagecoach	Bodicote-Banbury	Contract for service continues until at least July 2017. There will be slight changes to the timetable after 20 July.
B10, Stagecoach	Hanwell Fields-Banbury	Contract for service continues until at least July 2017. There will be slight changes to the timetable after 20 July
488, Stagecoach	Chipping Norton-Banbury	Contract for service continues until end date of June 2017. No changes to current service.
S3, Stagecoach	Chipping Norton-Woodstock-(Oxford) Sunday	Contract for service continues until end date of November 2017. No changes to current service.
233, Stagecoach	Burford-Witney-Woodstock	Contract for service continues until end date of June 2018. There will be a revised timetable and route after 20 July. Further details in the attached.
X15, Stagecoach	Witney-Abingdon	New contract in place to support this service There will be a revised timetable and route after 20 July. Further details in the attached.
19, Stagecoach	Carterton-Bampton-Witney	New contract in place to support this service There will be a revised timetable and route after 20 July. Further details in the attached.
136 and 139-Sunday Service, Thames Travel	Cholsey-Wallingford-Henley	Contract for supporting the Sunday services continues until end date of June 2017. 136 - No changes to existing Sunday timetable. 139 - Sunday timetable to remain largely the same, but with routing now via Crowmarsh Gifford rather than Shillingford.
139, Thames Travel	Henley-Wallingford	Contract for service continues until end date of June 2017. Service route to be amended to operate hourly Wallingford – Crowmarsh Gifford – Nettlebed – Henley on Mondays to

		Saturdays with effect from 24/07/16. Peak journeys will be extended to serve Henley College. Benson Village and RAF Benson to now be served on service 136.
X2, Thames Travel	Oxford- Abingdon – Milton Park - Didcot	Continue to support service under a new contract until June 2017. Service frequency increased to two buses per hour Monday to Saturday. Service will co-ordinate with service X1 (re-numbered to 32A) to provide three buses per hour between Abingdon and Didcot. New extension in Wallingford to serve Hithercroft Industrial Estate with one bus per hour.
X1, Thames Travel	Oxford- Didcot- Harwell Campus- Wantage	New contract in place to support this service until June 2017. Service re-numbered to 32A. Will operate hourly between Wantage and Abingdon on Mondays to Saturdays. Route between Didcot and Abingdon will serve Culham village partly replacing service T2. Further information about the new service can be found in the attached route update document.
275, Red Rose Travel	Oxford City Centre- High Wycombe	S106 funding used to part fund Buckinghamshire County Council's contract to continue this service until July 2018
94, Thames Travel	Didcot – Blewbury – Hagbournes – Didcot	New contract in place to support this service until June 2017. Service will operate to a revised route and timetable on Mondays to Fridays. Peak journeys will be extended to serve Didcot schools.

The following is the update that Thames Travel about the services they were continuing:

Service	What is happening?
T1	Service extended to serve Chinnor and Lewknor. Peak services will continue to operate into Oxford City Centre, off-peak service will terminate at Cowley Centre with through ticketing available for onward journeys to City and Rail Station on Oxford Bus Company City5 and BROOKESBus U5 services.
T2	Service will cease to operate at end of service on 23/07/16. New 3A service to be introduced by Oxford Bus Company and Stagecoach in Oxfordshire to serve Iffley Road, Littlemore, Sandford and Oxford Science Park with two buses per hour

	Monday to Saturday. Culham Village will be served by service 32A providing links to Abingdon.
T5	New peak commuter service introduced, operating between Oxford Rail Station, Oxford City Centre and Oxford Business Park on Mondays to Fridays.
X1	Service re-numbered 32A and will operate hourly between Wantage and Abingdon on Mondays to Saturdays. Route between Didcot and Abingdon will serve Culham village partly replacing service T2.
X2	Service frequency increased to two buses per hour Monday to Saturday. Service will co-ordinate with service 32A to provide three buses per hour between Abingdon and Didcot. New extension in Wallingford to serve Hithercroft Industrial Estate with one bus per hour.
X32	Minor timetable changes only at this time
X34	Minor timetable changes only at this time
X39	No changes
X40	No changes
17	New off-peak service introduced between Jericho and Oxford City Centre on Mondays to Fridays.
22 & 23	Withdrawn
24	Service will cease to operate at end of service on 23/07/16
25	Service will cease to operate at end of service on 23/07/16
25A	Subject to contract, service will continue to operate hourly Monday to Saturday. Revised timetable with amended service routing within Bicester to be introduced from 24/07/16.
32A	This is the former service X1 renumbered operating between Wantage and Abingdon only but via Culham Village instead of Drayton.
38	Service to be replaced by revised service operating 15 journeys per day between Grove and Wantage on Mondays to Fridays, and hourly on Saturdays from 24/07/16
41	Service to be enhanced to operate half hourly on Mondays to Fridays between 08:30 and 15:00. Service routing extended to serve Tesco and Fairacres retail park.-Service now ends 23/7/17
67/67A/67B	Subject to contract, services will be replaced by revised 67 service, operating hourly between Wantage and Faringdon via Stanford-in-the-Vale on Mondays to Saturdays. Through connections to Harwell, Milton Park and Didcot will be guaranteed and passengers wishing to make through journeys can remain on the bus. Uffington, Childrey, Fernham, Shellingford, the Letcombes, Kingston Lisle, Sparsholt, Westcot and Baulking will no longer be served.
94 (Bicester)	Service will cease to operate at end of service on 23/07/16
94 (Didcot)	Service will operate to a revised route and with reduced hours of operation on Mondays to Fridays only, with effect from 24/07/16. Peak journeys will be extended to serve Didcot

	schools.
95	Service will cease to operate at end of service on 23/07/16
96	No changes
97	Service will cease to operate at end of service on 23/07/16
114	Service will operate to a revised timetable, with one journey in each direction on Mondays to Fridays (schooldays only). Service ending 23/7/17
135	Limited Saturday service introduced providing one journey in each direction between Wallingford and Goring. Incorporated into service 143 from 3/7/17
136	Service to be enhanced from 24/07/16 to operate half hourly between Cholsey, Wallingford, Crowmarsh Gifford, Benson and RAF Benson on Mondays to Fridays, with an hourly service on Saturdays. Peak journeys will be extended to serve Wallingford School. No changes to existing Sunday timetable at this time. Better timed connections with trains at Cholsey Rail Station.
139	Service routing to be amended to operate hourly Wallingford – Crowmarsh Gifford – Nettlebed – Henley on Mondays to Saturdays with effect from 24/07/16. Peak journeys will be extended to serve Henley College. Benson Village and RAF Benson to now be served on service 136. Sunday timetable to remain largely the same as current, but with routing now via Crowmarsh Gifford rather than Shillingford.
143	No changes to Monday to Friday timetable at this time. Saturday routing and timetable revised to no longer serve Whitchurch Hill or Goring. Incorporates part of 135 3/7/17

4. Councillor Dr Johnson to Councillor Hibbert-Biles

“Oxfordshire Mind is seeking £308K funding for Mental Health Awareness for children and young people. This investment in Public Health would potentially save the NHS and Social Care millions of pounds a year in Oxfordshire. Will the Cabinet Member meet with Mr Dan Knowles, CEO of Oxfordshire Mind, and me regarding funding this scheme of prevention, ensuring better mental health for young people in this county in years to come?”

Answer

“Thank you for your question. I will answer it in two parts, firstly the request to meet and discuss specific funding with local representatives of MIND – an organisation which is well respected locally, and which I strongly support – and secondly, I will provide some background information about the Council’s wide role in mental health promotion.

So first the governance issues. I understand that Cllr Johnson’s intentions are good, but I think it would be improper for me to proceed as she requests. There are several thousand charities in Oxfordshire, many of which regularly put forward proposals for sensible projects across the range of Council functions. We invest considerable sums in our local voluntary services,

including Oxfordshire MIND, but we commit these funds through proper business processes which ensure that competition is fair, and much of our officer's time is spent in ensuring that these processes are handled within the Council's strict and proper regulations. We receive many proposals and many requests for funding each week, and it is important that these are dealt with in an even-handed manner – hence our governance arrangements. I would propose therefore that this proposal is put to our officers in the same way as proposals are from other organisations and it can receive due consideration through that route and, come to me or to Cabinet for decisions at the proper time.

I would however underline the fact that the Voluntary Sector is highly valued by the Council and I understand that my Cabinet colleague Cllr Gray has recently met with leaders of Oxfordshire's larger Voluntary Sector Organisations (including Oxfordshire MIND), with the Council's most senior officers, to review how that relationship can be strengthened going forward.

We need to spend every penny with care and that means that we follow the established processes for considering bids from any quarter.

With regard to mental health promotion, the Council has a wide range of services already in place. We aim to promote mental wellbeing as part and parcel of wider services so that mental and physical health are dealt with as a whole. Much of the time for example of our successful School Health Nursing service is spent on promoting mental health in precisely the young people you refer to. Also, our Health Visiting, Sexual Health and drug and alcohol services, all aim to promote mental as well as physical health. Similarly, mental health is promoted by exercise, diet and keeping fit, and our work on promoting physical exercise is also part and parcel of our drive to improve mental wellbeing. We also coordinate our prevention services with the NHS whose duty is to treat mental ill health when symptoms begin to show – again, Cllr Johnson will be aware that the NHS has recently strengthened its services in schools aiming at the vulnerable group of young people she mentions, and of course our school health nurses work hand in hand with these services as indeed they do with schools' own mental health counsellors.

Mental health is notoriously difficult to measure, but several indirect measures point to successful mental health promotion in Oxfordshire – teenage pregnancy rates are low and falling, exercise rates are high and addiction services show good results. Young people themselves are increasingly willing to come forward for help, and demand for help in schools and in NHS services attests to this. This is not to say that there are not challenges ahead and we are all well aware of the stresses modern life puts on young people. This is a problem for all of us to address – parents, schools, the NHS, the Council, and not least, young people themselves. We are well sighted on these issues – they were featured last year's annual report by our Director of Public Health - and we have good services in place. We are moving forward and will continue to do so and these challenges will require everyone to play their part.”

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Division(s): All

CABINET– 19 SEPTEMBER 2017

TRANSITION FUND FOR COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN’S SERVICES

Report by Assistant Chief Executive

Introduction

1. This report deals with two matters:
 - Firstly, seeking Cabinet’s decision regarding the future use of the Florence Park Children’s Centre site, following previous decisions on this matter in June and July 2017.
 - Secondly requesting a decision to determine the use of the underspend from the transition fund.

Background regarding the council’s approach to community initiatives for children’s services:

2. As part of the engagement with communities over the closure of Children’s Centres, communities were invited to engage with Oxfordshire County Council as part of the Oxfordshire Together initiative. Full details of the Transition Fund scheme and inter-relationship with the issue of asset transfer are provided in Annex 1.

Determination of the future use of the Florence Park site

3. The future of the Florence Park site has not yet been determined and has been subject to considerable discussions and a number of proposals over a period going back to autumn 2016. Details are below:
4. Under the first round of the transition fund applications which closed on 21 October 2016 a proposal was received from The Nature Effect. The cross party working group noted that there were a number of proposals for this site that should be assessed at the same time and groups should be encouraged to work together. This bid was subsequently deferred.
5. In the second round of the transition fund which closed on 9 January 2017 two bids were received, one from Aflah Nursery and one from the Nature Effect. The cross party working group asked that both bids were deferred pending further work.
6. In the third round of transition fund which closed on 14 April 2017, proposals were received from Aflah Nursery and Aspire. These were considered by the cross party working group and recommendations were made to Cabinet in June 2017 for their decision. Cabinet subsequently deferred the decision for

both proposals to enable further work with both groups, local councillors and the City Council to see if a solution was possible. An extract from the June 2017 Cabinet minutes is below:

Cabinet considered at length the bid in relation to Florence Park and the proposed asset transfer. Cabinet clarified that Aflah Nursery were not seeking funding under the Transition Fund and that the transfer was proposed under the Asset Transfer Policy which did not exclude organisations for profit. Lucy Butler, Director for Children's Services informed Cabinet of the County Council's statutory responsibility to ensure sufficient supply of nursery provision and that the proposals met a statutory need. Maggie Scott, Assistant Chief Executive explained the background to provision of nursery places during the children's centre process and the current proposal from Aflah Nursery. Cabinet members commented that it seemed further work was needed with all parties to reach a solution.

Councillor Gray proposed that decisions be deferred in respect of Aflah Nursery and the Aspire & Nature Effect bid to enable work with both groups, local councillors and the City Council to see if a solution was possible. He noted that it was a large building and that Aflah Nursery were not seeking the whole of it.

7. A further update was provided to Cabinet on 19 July 2017 and it was agreed to defer the decision to the September Cabinet meeting. An extract of the minutes is included below:

In June during consideration of the third round of bids against the criteria following discussion Cabinet deferred a decision on a number of matters in order to undertake further investigation. Cabinet had before them a report outlining this work to date with recommendations to Cabinet.

Councillor John Sanders, local councillor for Cowley welcomed the deferral of the decision on Florence Park. He emphasised that the Fund was to provide open access services for local people.

Councillor Gray in moving the recommendations advised that meetings were being held under the auspices of the OCVA with a view to a possible joint bid.

Progress over the summer:

8. Over the summer period there has been considerable engagement with both groups interested in the Florence Park site, including a further meeting between the applicants facilitated by OCVA.
9. As requested at the June Cabinet meeting an initial meeting took place (3 July) with both applicants, Aflah Nursery and Aspire & The Nature Effect. The meeting included local councillors and County Council officers as well as officers and councillors from Oxford City Council. It was hoped that a joint

proposal could be developed. It was agreed that a further discussion would be had, facilitated by OCVA.

10. The OCVA facilitated meeting took place between the two groups on 7 August, at Florence Park. At this point both applicants determined that they considered it impractical to deliver a joint offer and agreed not to progress this option further. Officers were notified to expect two proposals.
11. In addition, due to updated data regarding the requirements for nursery places in a further summary of requirements was provided to both parties on 21 July 2017. This is provided at Annex 2, and sets out an increase in the local requirement for nursery provision from 24 nursery places as at October 2016 to 40 places. It was requested by the County Council that revised proposals based on the revised requirements were submitted by 25 August 2017, with the intention that these would be considered by Cabinet on 19 September 2017.
12. Given the interrelationship between the City and County Councils regarding the ownership of the property and site, ongoing discussions between the two councils have also been held during this period. Oxford City Council also considered the future of Florence Park at the council meeting on 20 July 2017 and issued the following statement:

We have informed Oxfordshire County Council and other parties that if the San Remo Cafe contract is a barrier to implementing the most suitable solution at Florence Park, that we would break the San Remo contract with the provider if that is necessary to secure a satisfactory outcome to meet the needs and aspirations of local children. It is important to us that the Florence Park re-opens as it provides a great service to the local community. Further, while the City have to follow a process of financial due diligence, having financial recompense from the County is not a condition of the City's preparedness to break this contract.

Proposals

13. Both Aflah Nursery and Aspire submitted revised proposals to the County Council before the August deadline. These contain commercially sensitive information and are therefore are not made available in this paper. However cabinet members will separately be provided with hard copies of each proposal and a hard copy has been provided for all members in the Board Room at County Hall.
14. A summary of both the proposals is below:

15. Applicant: Aflah Nursery (Florence Park Children's Centre)

Request: The Aflah nursery is seeking the transfer of the Florence Park children's centre asset but not any transition funding from the County Council

Overview of the bid received on 24 August 2017:

Aflah Nursery state that they will continue with the offer of 15 hours (LEA funded) of free Early Years education for 3 year olds and 25 hours for eligible 4 year olds and having gauged the potential take up for up to 30 hours of free child care for both 3 & 4 year olds, in line with the government initiative being made available as of September 2017, will be offering this in Sept 2017. There is also a shortage of nursery places for 2 year olds in the local area and increasing demand for this service.

Overall, they state that they will offer:

- Places for 2 year olds in the nursery (to begin with 8 places). Stated aim to double this number by the following year.
- Aflah nursery is registered for 40 children per session (running 2 sessions per day) and currently have 44 children on roll.
- They state that they could offer a further 10 new places in each session for the academic year 2017/18. From 2018/19 they state that they would intend to offer up to 15 new places in each session.
- They would offer a breakfast club for those parents of the 3 & 4 year old children availing up to 30 hours
- Intention to provide free/subsidised open access classes for parents e.g. parenting, teaching phonics, early years reading and writing techniques, paediatric first aid etc.
- State that they are also considering a crèche service for parents who will be availing adult courses with Aflah Nursery and stay & play sessions during holiday periods.
- Would intend to provide a room for statutory services such as midwives to continue to run their clinics and also offer the same to health visitors and other therapists e.g. speech and language.
- State that they would be happy to accommodate the baby massage group if they wish to continue once they cease to work from Ridgefield Rd Community Centre, as of June 2017 (their charitable funding runs out at the end of May).
- In future would also plan to set up a sensory room for children with disabilities or special educational needs. This room would be made available for hire to hold sensory play sessions during the week and at weekends.

Officer Feedback:

Overall there seems to be a disappointing level of further thought shown in the reworked bid compared to the previous submission. Specific issues:

Nursery places:

- Whilst it is appreciated that moving from a pack away provision to a fixed building would benefit the nursery, the plan does not generate many more places and the timescales are not clear. The requirement for 40 nursery places is not met and the bid is not clear how many additional places will be delivered.

Open access children's services:

- It was noted that the range of open access provision is good, this is still limited to two sessions per week.

Midwives

- Aflah nursery would accommodate the midwives in their existing location.

Community involvement

- There appears to be a lack of community support for this proposal, this is regarded as crucial for the delivery of children’s open access provision.

Financial assessment

- The bid appears to be financially self-sustaining; there is no requirement for grant income from the Transition Fund.

Governance

- No concerns

Asset transfer issues

- No concerns

Officer assessment of whether the bid meets the county council requirements:

Against the summary of requirements as set out by the Oxfordshire County Council July 2017 (Annex 2)	Criteria not currently met (could be met with conditions)
Against the County Council Community Asset Transfer (Annex 1)	Criteria met
Against the Transition Fund (Annex 1)	Not applying for any grant funding

16. Applicant: Aspire (Florence Park Children’s Centre)

Request: Aspire is seeking the transfer of the Florence Park children’s centre asset and £30,000 transition funding from the County Council phased as £12,500 in Yr 1, £10,000 in Yr 2 and £7,500 in Yr 3.

Overview of the bid received on 25 August 2017:

Overview: The proposal describes a vision of a dedicated Centre for children and families from the local area, providing the space and services that are essential for early years’ development and support for parents and carers. They intend to create a new model of cooperative childcare nursery that will, in its first year, create:

- an additional 24 full-time equivalent places for 2-4 year olds in the catchment area, including the free early education entitlements and at least 8 places for 2 year olds;
- access to the health & midwifery services; and
- open access children’s services and drop-in sessions to complement other services provided in the area.

Officer Feedback:

Significant work has clearly been done by Aspire and local partners in the past few weeks. There appears to be very strong community support and a potentially powerful local coalition now in place that is keen to make the proposal work. This community element is something we have been keen to foster through the transition fund in other areas. Specific issues:

Nursery places:

- The proposal would deliver a limited number of nursery places (24 places in the first year), not meeting the county council requirement for 40 places.
- The timescales for the creation of places do not fit with the immediacy of needing places for 30 hours and funded two year old places.

Open access children's services:

- The proposal includes open access delivery; however it is unclear where this will be delivered from if the building is split into a nursery and café.

Midwives

- It is unclear of the arrangements for the midwives as the proposal suggests a re-negotiation would be required.

Community involvement

- The community element is in line with the approach and ethos we wish to foster through the community led centres.
- There appears to be very strong community support for this proposal, with over 1500 people signing a petition, and also evidenced through the membership of the proposed steering group.

Financial assessment

- There is concern about the level of grant funding being sought for the first year operation and whether this is achievable.
- The income from the café appears to be ambitious.
- There is the on-going issue of the San Remo contract with the City Council and the potential for them to seek redress for the loss of income from the County Council circa £10k. However the 20 July 2017 Oxford City Council published statement made clear:
"while the City have to follow a process of financial due diligence, having financial recompense from the County is not a condition of the City's preparedness to break this contract."
- There are concerns regarding the business model of appearing to rely upon a profit from sub-leasing the premises to different organisations/social enterprises and relying on this income to provide services. This is not allowed under the County Council Community Asset Transfer Policy (see below).

Governance

- The proposed steering group appears to be strong.
- There is a concern over the proposed governance arrangements in particular the proposal to transfer to a social enterprise in April 2018 and lack of clarity regarding Aspires ongoing role.
- It appears that Aspire only plan to support this process until March 2018, this has lease and grant award complications that would need further consideration

Asset transfer issues

- The proposed usage would need to be agreed with the landlord, Oxford City Council, particularly around the café and hot desk proposals.
- It is possible that part of the usage proposed are commercial, which may affect the rental charges for the County Council under the Asset Transfer Policy.
- A short term licence will not be permitted under the terms of the head lease between the City Council and the County Council. Aspire will need to enter into a formal sub-lease
- The Community Asset Transfer Policy does not allow for any OCC premises to be sub-let at higher than the passing rent as OCC premises are not to be used for profit making or funding charities for transparency reasons.
- Planning may also be required for a change of use as the premises were previously used as a Childrens Centre. Aspire aim to have 1700 people using the café by 2019 which is a considerable impact on infrastructure, traffic and parking.

Officer assessment of whether the bid meets the county council requirements:

Against the summary of requirements as set out by the Oxfordshire County Council July 2017 (Annex 2)	Criteria not currently met (could be met with conditions)
Against the County Council Community Asset Transfer (Annex 1)	Criteria not currently met (could be met with conditions)
Against the Transition Fund (Annex 1)	Criteria not currently met (could be met with conditions)

Overall assessment and options

17. Having assessed both proposals against the 'Summary of Requirements' for the site (annex 2), the Community Asset Transfer Policy and the Transition Fund Grant Criteria (where applying for grant funding) (both in annex 1), officers suggest that the following options available are available to Cabinet in determining the future use of the Florence Park site:

- **Option1** – Support the proposal for asset transfer for Aflah Nursery (potentially subject to any further requirements that Cabinet may determine)
- **Option2** – Support the proposal for asset transfer and transition fund grant for Aspire (potentially subject to any further requirements that Cabinet may determine)

- **Option3** – Decline both proposals and seek an alternative solution
18. It is clear from officers' analysis that neither proposal meets all the requirements for the site that the county council set out in July 2017, and that there are concerns about both bids in a number of important areas.
 19. Given the focus on services for children the Director for Children Services makes the following observations:
 - Florence Park should be used to offer extra childcare places as there is a sufficiency issue in that area and also if possible offer open access sessions for the 0-5 age range.
 - The July 2017 requirement (at annex 2) set out a preference for a 40 place nursery. Neither proposal meets this need, it will though be preferable to have some provision from this site as soon as possible.
 - It is preferable not to start the process again (option 3) as this would delay any implementation of childcare places.
 - Whilst both proposals do not meet the requirement there is an opportunity to work with the chosen group to offer additional childcare places, open access and other community initiatives.

Transition Fund Underspend

20. The 2016/17 budget agreed by Council in February 2016 included the creation of a 'one off' £1m fund to provide pump priming to support community-led solutions for delivering open-access services for children and families.
21. The purpose of this £1m fund was to provide pump priming grants to communities to enable them to create sustainable solutions for open access children's services. The approach was flexible recognising the different needs across the county. Through the current support provided to community groups, individual solutions were developed with differing funding requirements.
22. A cross party group of county councillors was established to consider how to obtain the maximum benefit for this fund. Councillors were nominated for this group by the party leaders. The group consisted of Cllrs Stratford, Mathew, Gray, Hards and Fawcett.
23. The group agreed terms of reference and subsequently these were agreed by Cabinet on 20 September. The group was chaired by Councillor Stratford, the Cabinet Member for Finance. Cabinet also approved the guidance and grant application forms.
24. Cabinet initially agreed to two funding rounds and added a third one in at a later date to allow for those groups that had no submitted in the earlier rounds to apply for funding.

25. The first round of applications closed on the 21 October 2016. In this round 17 bids were submitted for consideration with six receiving funding.
26. The second round of applications closed on the 9 January 2017. In this round 20 bids were submitted for consideration with 12 receiving funding.
27. A future round was agreed at 20 December Cabinet and this third and final round of applications closed on the 14 April 2017. In this round 14 bids were submitted for consideration with 9 receiving funding.
28. Three bids were deferred pending further work, Aflah Nursery, Aspire & The Nature Effect and St Mary's Church (Chipping Norton). The Florence Park decision is due at cabinet in September and the St Mary's decision was taken by cabinet on 18 July.
29. Following the three successful grant application rounds where 26 community groups have been awarded funding there is now a remaining balance of £262,674 in the budget. This may reduce by up to £30,000 pending the Cabinet's decision about the Florence Park site.
30. The original grant criteria were limited to those OCC Children's Centres at danger of closing as a result of the transformation changes in Children's Social Care. This was agreed in the 12 July 2016 motion to council.
31. The majority of the centres in this category are now working towards a sustainable solution and have been awarded grant funding. In addition, a limited number of OCC centres were identified alternative uses such as nursery provision, which has left a shortfall in open access services in some areas.
32. Given that the original council decision provided £1m to try to mitigate the gap left in open access provision (as a result of the move to more targeted provision in the new Children & Family Centres) it is proposed to continue to use the underspend as a grant scheme for open access children's services delivering for the 0-5 age range.
33. It is proposed to broaden the existing criteria to allow for other groups to apply for grants for delivering open access services for the 0-5 age range in locations other than previous children's centres. This would also encourage applications from groups in locations where there was previously a children's centre which has been repurposed i.e. nursery provision.
34. A gap analysis of the current open access provision against what was previously delivered by the children's centres was undertaken. This has helped to identify shortfall by locality area and would be used as the basis for assessing applications which address this gap.
35. The grant criteria would remain the same:

- Sustainable solution for open access children’s services in the local community
 - Ability to self-fund in the long-term, as outlined in the business case
 - Clearly defined costs and timescales for implementation
 - Evidence of the need for the project
 - Community buy-in
 - Engagement, partnership working and collaboration
 - Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
 - To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.
36. Applicants would need to demonstrate an identified need in their area as a result of the changes in early intervention services and provide a sustainable business plan beyond the funding period.
37. Previous recipients of transition fund grants would not be eligible to apply again.
38. Applications would be assessed by a cross party working group as nominated by party leaders with recommendations made by the group to Cabinet, who would continue to make the formal decisions. The group would be chaired by the Portfolio holder for Local Communities.

Slade Nursery School

39. Further to the closing date for the final round of applications a late application was received from Slade Nursery School. It is proposed that this should be dealt with in the new process for allocating the transition fund underspends.

Financial and Staff Implications

40. The financial implications are set out in the main body of the report.
41. Further information in relation to the groups applying for funding is included overleaf:

Centre	Organisation	Year 1	Year 2	Year 3	Funding requested
Florence Park	Aflah Nursery	£-	£-	£-	£-
Florence Park	Aspire & The Nature Effect	£12,500	£10,000	£7,500	£30,000
TOTAL					£30,000

TOTAL FUNDING AVAILABLE	£1,000,000.00
FUNDING APPROVED IN 1ST ROUND OF APPLICATIONS	£162,984.52
FUNDING APPROVED IN 2ND ROUND OF APPLICATIONS	£305,883
FUNDING RECOMMENDED UNDER 3RD ROUND OF APPLICATIONS	£268,458**
REMAINING FUNDING	£262,674
FUNDING REQUESTED IN THIS REPORT	£30,000

** Includes conditional funding allocations

42. The panel when making its recommendations have ensured due diligence in assessing the applications and ensuring value for money is achieved. This has resulted in a proportion of the funds remaining unspent as outlined in the body of the report.

Equalities Implications

43. The Public Sector Equality Duty, under section 149 of the Equality Act 2010, places a responsibility on local authorities to exercise 'due regard to the need to eliminate unlawful discrimination advance equality of opportunity and foster good relations.'
44. There are no equality and inclusion implications arising directly from this report, the protected characteristics have been considered when assessing both proposals.

RECOMMENDATION

45. The Cabinet is asked to make the following decisions:

(a) Regarding the future use of the Florence Park site:

- **Option 1** – Support the proposal for asset transfer for Aflah Nursery (potentially subject to any further requirements that Cabinet may determine)
- **Option 2** – Support the proposal for asset transfer and transition fund grant for Aspire (potentially subject to any further requirements that Cabinet may determine)
- **Option 3** – Decline both proposals and seek an alternative solution

(b) Approve the proposed use of the transition fund underspend.

MAGGIE SCOTT
Assistant Chief Executive

Background papers: Transition Fund Guidance Notes & Transition Fund Application Form.
Gap Analysis for Open Access Children's Services

Contact Officer: Sarah Jelley, sarah.jelley@oxfordshire.gov.uk, 07554 103437
September 2017

Transition Fund and Community Asset Transfer Process

1. Under the Oxfordshire Together Programme the Community Initiatives for Open Access Children's Services was launched following the decision to move to a new model in children's social care.
2. In May 2016, OCC published the framework for communities, explaining the process by which to engage with OCC on the provision of open access children's services solutions and the potential transfer of assets via a lease arrangement to communities. This document set out the landscape for engagement, facilitation and funding arrangements.
3. During this period of engagement the Community Asset Transfer Policy was being reviewed in light of the lessons learned under the work previously of the Big Society and the transfer of youth centres to community use.
4. The criteria for the transition fund is independent of the community asset transfer criteria although where a proposal includes the use of property then both are taken into consideration as funding could not be awarded against a building which was not deemed suitable for community asset transfer.
5. Revisions to the Community Asset Transfer policy were agreed at 11 July 2016 Delegated Decisions Cabinet Member for Property outlining the process for transfer and the exclusions. A copy of the policy can be found at this link <https://www.oxfordshire.gov.uk/cms/content/childrens-services-how-will-it-work>
6. A Community Initiatives for Open Access Children's Services launch event took place on 27th September 2016 at the Kassam Stadium, all councillors were invited to attend along with Towns, Parishes and community groups. Over 140 people attended the event and this was followed up with briefings to all councillors and all groups.
7. During the Community Initiatives for Open Access Children's Services launch event on 27 September 2016, groups were invited to express an interest for Community Asset Transfer to begin engagement with groups interested in taking a lease for the OCC owned buildings. A deadline of the 14 October 2016 was given to ensure that the community asset transfer process ran in parallel with the transition fund grant process.
8. There were concerns expressed at the launch event about the charging of rent to community groups and a subsequent motion was brought to Council on 1st November to waive rental charges to community groups.
9. A report went to cabinet on 20 December 2016, Rents for Asset Transfer of Children's Centres, considering the implications of the current asset transfer

policy in supporting community groups to develop self-financing, sustainable proposals to take on responsibility for a children's centre. It was agreed to offer a defined, short-term rent-free period of up to a maximum of 12 months to support mobilisation, where the business case would otherwise not be viable with a review after 6 months to consider progress. After this initial period the rent would increase in line with the asset transfer policy, to 50% of the commercial rent level for the property. N.B. the 12 month period to start on 1 April 2017.

Community Asset Transfer Criteria

10. The County Council will consider the transfer of the asset via a lease arrangement on terms to be agreed as part of the community asset transfer policy (extract below). This will be subject to the County Council being able to financially justify that the proposal better serves the community than an open market lease or sale and that the business case can demonstrate all of the following:
 - a) There is no other local building from which the community/voluntary organisation could reasonably provide the same service.
 - b) The proposal makes good use of the asset.
 - c) The proposal represents good value, taking into account the expected social, economic, and environmental wellbeing benefits.
 - d) Supports the County Councils Corporate Plan.
 - e) There is evidenced need and demand for the proposal and it has local support.
 - f) The proposal is financially viable and sustainable.

11. Exclusions under the policy stipulates that assets will be made available for transfer unless one of the following principles applies:
 - a) Property revenue savings or capital receipts from the property are needed to contribute to County Council savings.
 - b) There is another County Council or basic school need for the property which would be financially disadvantageous to meet in any other way.
 - c) The property has already been identified for utilisation under a Place Review¹.
 - d) Grant conditions for capital expenditure on the property prevent the property being transferred or prevent a change of use within a specified timescale.
 - e) The proposed use and terms of the transfer would result in a liability upon the County Council to repay grant monies
 - f) The condition of the asset is not deemed fit for purpose without substantial capital investment.

12. As a consequence of the asset transfer policy the following was determined, Where there was a nursery on site or an identified need for sufficiency of places, these were considered to be excluded from Community Asset Transfer as per above.

13. We also worked with these settings to support the delivery of some open access services from these buildings; including health visiting services with an offer that we would still like to hear from communities that would be interested in running open access sessions in these buildings alongside the statutory provision

Transition Fund Grant Criteria

14. The transition fund criteria is independent of the community asset transfer criteria although where the bid includes the use of property then both are taken into consideration as funding could not be awarded against a building which was not deemed suitable for community asset transfer.
15. The cross party working group assessed bids against the following criteria making recommendations to cabinet.
- Sustainable solution for open access children's services in the local community
 - Ability to self-fund in the long-term, as outlined in the business case
 - Clearly defined costs and timescales for implementation
 - Evidence of the need for the project
 - Community buy-in
 - Engagement, partnership working and collaboration
 - Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
 - To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.
16. Where there were property implications the panel recommended a short-term rent free period in line with the earlier cabinet decision.

Summary of Requirements for Florence Park Children's Centre

July 2017

To aid the discussion of groups wishing to occupy the former Children's Centre in Florence Park a number of previously published requirements must be satisfied for any lease consideration:

1. Accommodation of the existing arrangement with the Midwives who occupy room 1 for office space. Midwives have a sublet with the current CC that doesn't expire until June 2020, Midwives have a licence not a lease at £675 pa
2. Nursery – in the data provided in October 2016 there was a requirement for 24 Nursery Places, since that time new data for this ward has been obtained and the preference now is for a 40 place nursery for children aged 2 – 5, providing places to deliver:-
 - the free early education entitlements for children aged 2, 3 and 4, including the 30 hour entitlement available from September 2017
 - the needs of working parents

Minimum opening hours 8am to 6pm Monday to Friday, 48 weeks per year

Whilst we would expect provision is flexible to meet actual demand for families an indicative breakdown of places is 8 part time (15 hours) places to be available for funded 2 year old children and 32 full time places to be available for children aged 3 and 4

3. Open Access Children's Services – a minimum of two sessions a week
4. Affordability of a full repairs and maintenance lease

We would like to see Health and Midwifery services delivered out of this building (office space as outline in 1 is additional to service delivery) but this would be for negotiation with them direct as there are implications for space and overheads.

Transition Fund

Any bids to the transition fund would need to satisfy the following criteria as outlined in the guidance:

- Sustainable solution for open access children's services in the local community
- Ability to self-fund in the long-term, as outlined in the business case
- Clearly defined costs and timescales for implementation
- Evidence of the need for the project

- Community buy-in
- Engagement, partnership working and collaboration
- Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
- To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.

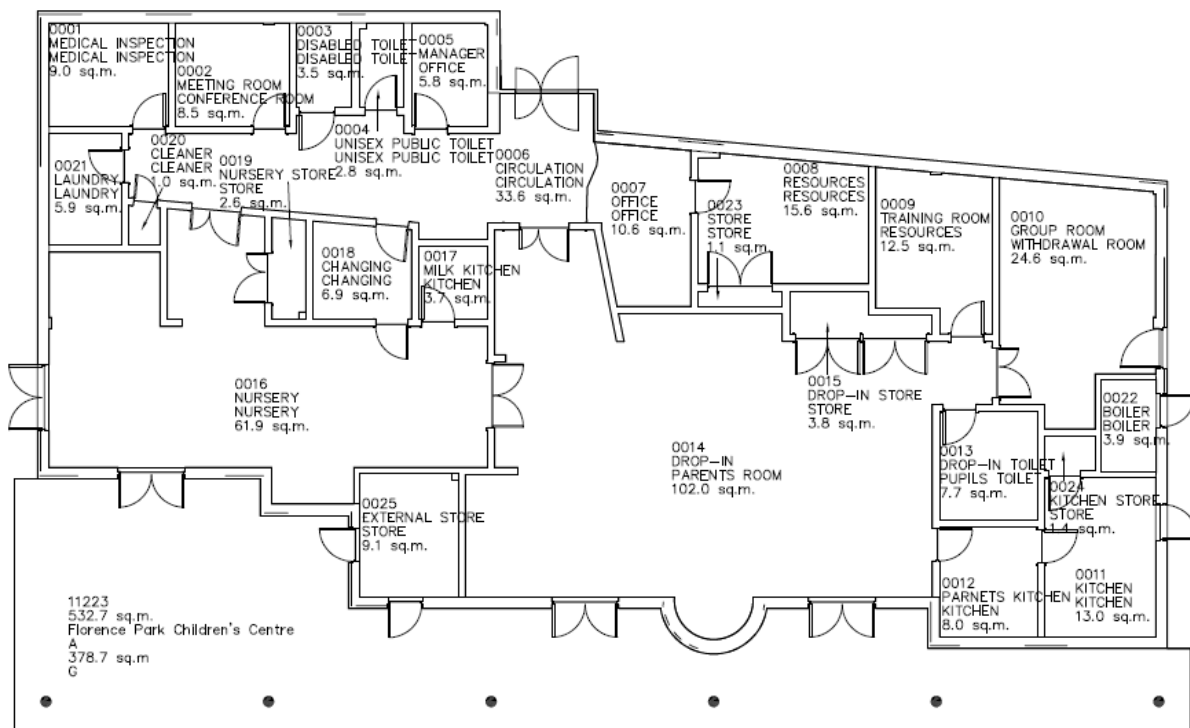
Attached for your information is a floor plan of the site.

Key Officers Involved:

Sarah Jelley – Senior Policy Officer

Maria Godfrey – Area Social Care Manager

Debbie Rouget - Service Manager, Early Years Sufficiency & Access Service



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Division(s): N/A

ITEM CAX

CABINET – 19 September 2017

Service & Resource Planning 2018/19 – 2021/22

Report by the Director of Finance

Introduction

1. This report is the first in the series on the Service & Resource Planning process for the forthcoming year which will culminate in Council setting a budget for 2018/19 and a medium term plan and capital programme to 2021/22 in February 2018. This initial report sets the context and the starting point for the process. It sets out:
 - the assumptions on which the existing Medium Term Financial Plan (MTFP) agreed in February 2017 is based,
 - information arising from government and other announcements
 - known and potential financial issues for 2018/19 and beyond which impact on the existing MTFP, and
 - a proposed process for Service & Resource Planning for 2018/19 including a timetable of events.
2. The following annexes are attached to this report:
 - Annex 1a: Previously agreed budget changes 2018/19 – 2020/21
 - Annex 1b: Review of assumptions in the existing MTFP
 - Annex 2: Further detail of government announcements
 - Annex 3: Service & Resource Planning timetable for 2018/19
3. It is proposed that the Medium Term Financial Plan (MTFP) and Capital Programme continue to cover a four-year time frame and are therefore extended by one year to cover 2021/22. There is uncertainty in government funding beyond 2019/20 due to the possible introduction of 100% Business Rates Retention¹, the introduction of a new Fair Funding Formula and the absence of a Spending Review. However, this uncertainty is by no means unusual and now that general government funding only accounts for 6% of total income, it is less of a risk than in the past. In forming the MTFP prudent assumptions will be made based on the latest information available and using sensitivity analysis to form a view.

¹ Further details are set out later in the report

Assumptions in the existing Medium Term Financial Plan

4. The 2017/18 – 2020/21 MTFP agreed by Council in February 2017 included the requirement for an additional £16m of savings to be made over the period of the plan. This brought the total level of savings required to offset funding reductions and to meet additional expenditure pressures to £77m over the period 2017/18 to 2020/21. Of this, savings of £47m are built into the budget for 2017/18 and progress against this is being monitored through the Financial Monitoring Reports to Cabinet throughout this financial year.
5. Savings in the existing MTFP required to be delivered in future years are £26m in 2018/19 and £4m in 2019/20. The 2018/19 figure includes £15m of savings to be achieved from the Fit for the Future transformation programme.
6. The MTFP also includes an additional £14m of on-going funding for demographic and other directorate expenditure pressures added over the period 2018/19 – 2020/21 and provides for 1% pay inflation, up to 3% contract inflation, 2% income inflation. No inflation is provided for general prices².
7. Details of the savings and additional funding in the existing MTFP for 2018/19 to 2020/21 are set out in Annex 1a.
8. The MTFP assumed general balances would be £17.8m at the start of 2018/19. The Financial Monitoring report presented to Cabinet in July 2017 forecasts general balances³ will be £21m at the end of 2017/18. Therefore, balances would be £3.2m greater than anticipated in 2018/19.
9. Earmarked reserves (reserves held for a specific purpose) were forecast to be £73m for 2018/19 in the MTFP. The latest forecast reported to Cabinet in July 2017 shows earmarked reserves totalling £100m at the end of 2017/18. The level of earmarked reserves and general balances are reviewed each year as part of the Service & Resource Planning process.
10. The Budget Reserve is being used to manage the cash flow implications of the MTFP. It is forecast to have a balance of £1.3m at the end of 2017/18 and a planned contribution to the reserve of £5.4m in 2018/19. This gives a balance of £6.7m that could be used as one-off funding in 2018/19 or the medium term.
11. General funding (excluding council tax) is estimated to reduce by £9m between 2018/19 and 2020/21 to £68m a year by 2020/21, a reduction of 10% compared to 2017/18. Revenue Support Grant and Business Rate Top Up estimates for 2018/19 and 2019/20 are based on the figures published in Oxfordshire's four-year funding deal for the years 2016/17 to 2019/20.

² Applied to costs of premises, transport and supplies and services.

³ After taking into account Directorate projected overspends (after the use of Corporate Contingency)

12. Council tax increases of 4.99% in 2018/19 and 1.99% in 2019/20 and 2020/21 are assumed in the MTFP, this includes a 3% increase for the Adult Social Care precept in 2018/19. Total income from Council Tax (including collection surpluses) is estimated to be £381m a year by 2020/21.
13. Further details on the assumptions in the existing MTFP are provided in Annex 1b.

Government and Other Announcements

14. Since Council approved the 2017/18 budget, MTFP and Capital Programme, several announcements have been made which have, or may have, financial implications. They are set out below.

Spring Budget March 2017

15. On 8 March 2017, the Chancellor of the Exchequer, Philip Hammond made his 2017 Budget announcement. Details are set out in Annex 2 but the main implications for Oxfordshire are set out in the following paragraphs.
16. Included in the National Productivity Investment Fund (NPIF) is £690m of local transport funding which will be competitively allocated to local authorities, with £490m made available by early autumn 2017. The Council submitted two bids for this funding by the deadline of 30 June 2017.
17. An additional £2bn of grant funding was announced for Adult Social Care. The funding will be made available to local authorities over the next three years with £1bn in 2017/18, £674m in 2018/19 and £337m in 2019/20. The funding will be pooled in the Better Care Fund (BCF) but will be for councils to spend on unmet pressures on older people and stabilising the care market.
18. The Council received an allocation of £6.3m for 2017/18 and the use of this additional funding was approved through the Financial Monitoring Report to Cabinet on 18 July 2017.
19. The Budget statement detailed that the Health and Communities Secretaries will announce measures to identify and support authorities struggling with delayed discharges and to ensure more joined up working with the NHS. In the longer term, the government will set out options for the future financing of Social Care in a Green Paper later this year.

General Election and Queen's Speech

20. In April 2017 the Prime Minister, Theresa May, announced that a general election would be held on the 8 June 2017. The Conservative party failed to win a majority in the election and Theresa May formed a minority government with the support of the Democratic Unionist Party.

21. A cabinet reshuffle occurred after the election however changes were minimal. Philip Hammond and Sajid Javid remained in their roles of Chancellor of the Exchequer and Secretary of State for Communities & Local Government.
22. On 21 June 2017 the Queen announced the Government's legislative programme for the 2017-19 parliamentary session in the Queen's Speech.
23. The Government will be bringing forward proposals for consultation to build widespread support for any changes to the social care system. The Government will work with partners of all levels, including those who use services and who provide care and will then bring forward proposals for a public consultation. The consultation will set out options to improve the social care system and put it on a more secure financial footing as well as improve the quality of care and the variation of practice.
24. The Queen's Speech made no mention of Grammar Schools however it did cover the National Funding Formula consultations and the Government's continued commitment to making the distribution of schools funding fairer. The Government will continue to enforce the conversion of failing maintained schools into academies.
25. The Queen's Speech failed to cover the Local Government Finance Bill (100% Business Rates Retention). Prior to the election the Bill had been introduced to parliament however, the Bill had not progressed sufficiently to receive royal ascent before the general election.
26. However, this does not mean that the move towards 100% Business Rates Retention needs to stop. A communication to local authorities from the Department for Communities and Local Government (DCLG) stated that "Ministers remain committed to local government taking greater control of their income, as outlined in the Manifesto". Many of the changes can take place under the current legislation, for example the Small Business Rate Multiplier can be capped at CPI, the levy can be set to 0% and the local share can be set at any value, including 0%.

Department for Communities and Local Government announcements

27. On 1 September 2017, DCLG published an invitation for local authorities to pilot 100% business rates retention in 2018/19 and to pioneer new pooling and tier split models. Applications need to be submitted by 27 October 2017. Due to affordability constraints, the government will assess applications against the following selection criteria:
 - Proposed pooling arrangements operate across a functional economic area (i.e. the county council(s) and all relevant district councils; groups of unitary authorities; or groups of county councils, all their districts and unitaries);
 - Because they were not included in the 2017/18 pilot scheme, the Government is particularly interested in piloting in two-tier areas;

- The proposals would promote the financial sustainability of the authorities involved; and,
 - There is evidence of how pooled income from growth will be used across the pilot area.
28. Work is also progressing on the Fair Funding formula⁴ and a consultation is expected in the Autumn with the introduction expected in either 2019/20 or 2020/21. The review is focusing on a cost drivers approach and split into three areas; relative needs, relative resources and transitional arrangements.
29. Further detail on both the Spring Budget and Queen's Speech is set out in Annex 2.

Potential Pressures

30. As reported in the Financial Monitoring Report to Cabinet in July 2017, demand in Children's services is continuing to increase, with a forecast overspend of £6.7m in the current financial year. A Children's Services Programme has been established with a focus on addressing demand management; strengthening early help and prevention including closer partnership working; strengthening staffing resources and building community resilience. Whilst the programme will take time to deliver, it is anticipated that the benefits will begin to materialise by the end of the financial year.
31. The 2018/19 savings figure includes a saving of £1m to be made in Public Health, assuming that the ringfence on the grant was to be removed in 2018/19. It was announced on the 9 March 2017 that the ringfence would continue until 2019/20 when it is expected the funding becomes part of business rates funding.
32. A review of the local government pay spine structure following the introduction of the national living wage and pressure to lift the public sector pay cap of 1% may result in a pressure on the pay inflation allowed for in the MTFP. A 1% increase in pay would cost an additional £1.4m.
33. In addition to the review of local government pay the current pay negotiations within the Fire and Rescue Sector have identified a potential increase across the medium term financial plan of 14.6%, which would be 10% above that allowed for in the MTFP and would cost an additional £1.5m.
34. Following the tragic incident in Kensington at Grenfell Tower there are a number of reviews being undertaken which will increase the pressure on Fire Protection teams. There will need to be a full review of staffing resources available to meet the implications of any outcomes. The service is currently

⁴ To replace the existing four block model as a way of determining funding 'need' for each council

unable to meet the risk based inspection programme due to focus on reactive work which does bring a degree of risk to the authority in the event of a failure or serious incident. To meet the current level of demand would require an increase in staffing cost of an additional £0.3m.

35. The use of the additional £6.3m adult social care grant funding approved by Cabinet in July 2017 included £2.9m of ongoing expenditure for investment in hospital social work team capacity and an increase in home care and care home fee levels. Oxfordshire will receive £6.4m in 2018/19 and £3.2m in 2019/20 that will fund this ongoing investment, however if further funding is not received for adult social care in 2020/21, a pressure of £2.9m will fall to the council.

Service & Resource Planning Process and Timetable

36. The focus for the 2018/19 Service & Resource Planning process will be the identification of the £15m of savings from the Fit for the Future transformation programme. These are currently included in the existing MTFP to be delivered in full in 2018/19 but this will be reviewed as part of the Service & Resource Planning process.
37. The Fit for the Future programme is now well established with the three enabling workstreams of Digital First, Business Efficiencies and Place, each with clear projects, outcomes and timescales. As set out in the report to Cabinet in April 2017, the enabling work streams will provide the functionality and change required to improve frontline services as well as back office functions through service redesign. It is through the service redesign that the savings are expected to be released therefore service redesign has been designated as phase 2 of the programme with separate governance arrangements. The proposals for redesign will be brought forward as part of the Service & Resource Planning process with details as part of the report to Cabinet in December 2017.
38. Detailed budget proposals will be presented to Performance Scrutiny Committee in December 2017, which will enable a cross-party group of councillors to consider and challenge the proposals. Capital proposals will be considered in early January 2018. An online public consultation on the budget proposals will take place during December 2017.
39. Cabinet will take into consideration the comments from Performance Scrutiny Committee and the public alongside the funding available announced as part of the provisional settlement, in setting out its proposed budget to Cabinet on 23 January 2018.
40. The District Councils are required to provide Council Tax bases, Council Tax collection surpluses/deficits and business rate forecasts by 31 January 2018. Provisional figures are expected in mid-December 2017.

41. The final settlement is not expected until early February 2018. This will confirm the general funding available to the Council for 2018/19 and the Council Tax referendum limit to be applied.
42. The Council meeting to agree the 2018/19 revenue budget, medium term financial plan and capital programme will take place on 13 February 2018.
43. A timetable for the Service & Resource Planning process is attached at Annex 3.

Capital Programme Planning

44. The Council considers the capital investment and programming activity as an integral part of the Service & Resource Planning process. This ensures that the creation of a new asset or investment in the existing asset and infrastructure network is justified through detailed business strategies and delivery models for the service, and implications for the medium term financial plan are clearly identified. CIPFA⁵ is currently consulting on proposed changes to the Prudential Code. The proposed changes include a requirement to report on the overall capital strategy to full council in order to demonstrate that the authority takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability.
45. In view of the delivery period for significant programmes, such as those relating to the Local Growth Deal, it is proposed to extend the capital planning period a further year to cover the period 2017/18 to 2021/22. This will provide an additional year of funding in the capital programme and align to the period of the MTFP.
46. New capital investment pressures are currently emerging. Proposals will be brought forward in September/October 2017 to inform the capital planning process.
47. Councillors will have an opportunity to contribute to capital prioritisation decisions through the January 2018 Performance Scrutiny Committee meeting.

Equality and Inclusion Implications

48. The Public Sector Equality Duty, under section 149 of the Equality Act 2010, places a responsibility on local authorities to exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.'
49. There are no equality and inclusion implications arising directly from this report. A high level assessment of the broad impact of new savings options

⁵ The Chartered Institute of Public Finance & Accountancy

will be included as part of the published information in December 2016. More detailed impact assessments, which will take account of feedback from the public consultation and from Scrutiny, will accompany Cabinet's proposed budget in January.

Financial and Legal Implications

50. This report is mostly concerned with finance and the implications are set out in the main body of the report. The Council is required under the Localism Act 2011 to set a council tax requirement for the authority. This report provides information which, when taken together with the future reports up to January 2018, will lead to the council tax requirement being agreed in February 2018, together with a budget for 2018/19, updated medium term financial plan and capital programme.

RECOMMENDATION

51. **The Cabinet is RECOMMENDED to:**

- a) Note the report;**
- b) Approve the Service and Resource Planning process for 2018/19;
and**
- c) Approve a four year period for the Medium Term Financial Plan and Capital Programme to 2021/22.**

LORNA BAXTER
Director of Finance

Contact Officers:
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September 2017

Previously Agreed Directorate Budget Changes Summary 2018/19 - 2020/21

Directorate	2018/19 £000	2019/20 £000	2020/21 £000	Total £000
Pressures				
People - Children's Services	1,479	1,800	0	3,279
People - Adult Services	6,870	1,590	0	8,460
People - Public Health	0	0	0	0
Communities - Infrastructure, Planning, Property	604	1,238	-199	1,643
Communities - Community Safety & Fire Service	0	0	0	0
Resources	388	120	0	508
Total Previously Agreed Pressures	9,341	4,748	-199	13,890
Savings				
People - Children's Services	0	-400	0	-400
People - Adult Services	-11,419	-1,114	0	-12,533
People - Public Health	-500	0	0	-500
Communities - Infrastructure, Planning, Property	1,030	-1,192	0	-162
Communities - Community Safety & Fire Service	-30	-90	0	-120
Resources	-242	-650	0	-892
Transformation Programme	-15,000	0	0	-15,000
Total Previously Agreed Savings	-26,161	-3,446	0	-29,607
Funding for Adult Social Care	7,299	-3,817	0	3,482
Total of Additional Funding	7,299	-3,817	0	3,482
Total of Previously Agreed Budget Changes	-9,521	-2,515	-199	-12,235

People - Children's Services

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Children's Services Cross Directorate					
17CEF1	Reductions could be made to management and administrative staffing. Detailed savings will be identified as part of the new directorate organisational arrangements.	S		-400		-400
	Total Children's Services Cross Directorate		0	-400	0	-400
	Education & Learning					
	Additional & Special Educational Needs (SEN)					
18CEF7	SEND Reform Grant - Expenditure Budget	P	-471			-471
	Subtotal Additional & Special Educational Needs (SEN)		-471	0	0	-471
	School Organisation & Planning					
18CEF1	SEN Home to School Transport - onngoing pressure from 2016/17 and expected demographic increase in eahc year.	P	800	800		1,600
	Subtotal School Organisation & Planning		800	800	0	1,600
	Total Education & Learning		329	800	0	1,129
	Children's Social Care					
18CEF3	Looked After Children's Demography - pressure for Corporate Parent responsibilities, including internal and external placements from 2016/17 and expected increase in placements each year.	P	1,000	1,000		2,000
18CEF5	Children's Social Workers Compulsory Accreditation	P	150			150
	Total Children's Social Care		1,150	1,000	0	2,150
	TOTAL CHILDREN'S SERVICES		1,479	1,400	0	2,879

Type of Budget Change	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
P - Previously agreed pressure	1,479	1,800	0	3,279
S - Previously agreed saving	0	-400	0	-400
O - Previously agreed one-off investment	0	0	0	0
	1,479	1,400	0	2,879

People - Adult Services

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Adult Social Care					
	Older People					
18SCS22	Use of Social Care Grant to fund Demography Pressures	S	2,302			2,302
18SCS24	Daytime Support Transition	P	300	-650		-350
18SCS25	Grow, Develop & Build Resilience in External Workforce	P	505	-1,010		-505
18SCS26	Transforming Delivery	P	1,065	-1,750		-685
17SCS2	The Council could undertake a number of actions to utilise council-owned land to increase the availability of extra care housing and specialist residential care (e.g. for dementia). The use of Council owned land will increase the supply of extra care housing, thus reducing costly placements in care homes. The development of specialist residential care on Council owned land should reduce development costs and the care fees paid by the Council	S	-400	-935		-1,335
17SCS3	The Council could review and renegotiate the contracts to provide residential care placements, including the council's contract with the Oxfordshire Care Partnership, to reduce the rates for existing placements and lower the rates for future placements. This would include forming strategic partnerships with providers and developers, and introducing a dynamic purchasing system whereby all care homes on an overall contract are guaranteed council business but not the level of placements that will be made. Placements would be made on a case by case basis determined by a persons need, and the availability and cost of a placement to meet this need.	S	-400			-400
17SCS9	Consolidating existing contracts information and advice services whilst maintaining statutory requirements under the Care Act, focusing on specialist advice e.g. accessing benefits, managing debt and finding your own care and support.	S	-120			-120

People - Adult Services

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
17SCS11	Ensure that large extra care housing schemes have two staff at night time rather than just one, allowing them to provide planned night care as well as reactive response for those people that require it. This would enable people with higher level needs to be placed in extra care housing rather than more expensive residential placements.	S	-93			-93
17SCS16 18SCS5	A review of the funding allocated to meeting individuals' care and support needs. This would be through reviewing the costs of meeting care needs used in the Resource Allocation System and introducing panels to review assessment and support planning decisions for mental health, physical disability and older people including continuing healthcare clients. Panels operating in learning disabilities have shown that eligible social care and support needs can be met effectively at lower cost.	S	-750	-750		-1,500
18SCS8	** 17SCS21 - slippage in the Day Services review saving to reflect the current consultation timescale	S	-500			-500
18SCS17	Further saving from Day Services review following consultation in Autumn 2016 but subject to approval by Cabinet on 24 January 2016.	S	-2,120			-2,120
	Subtotal Older People		-211	-5,095	0	-5,306
	Adult Protection & Mental Capacity					
18SCS3	Deprivation of Liberty Safeguards - additional pressure to resource on-going responsibilities	S	193	161		354
	Subtotal Adult Protection & Mental Capacity		193	161	0	354
	Learning Disabilities					
16SCS2, 17SCS31	Learning Disabilities - manage pressures by 2017/18 within the resources available in the medium term plan.	S	-2,000	-2,500		-4,500
	Subtotal Learning Disabilities		-2,000	-2,500	0	-4,500
	Housing Related Support					
17SCS22	Funding homelessness services through Housing Related support is not a statutory requirement and would be further reduced.	S	-500	-500		-1,000
	Subtotal Housing Related Support		-500	-500	0	-1,000

People - Adult Services

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
17SCS43	Other Funding & Cross Adult Services Funding for Adult Social Care to meet the increased cost of care including the cost of the National Living Wage. This funding has been raised by increasing Council Tax by an additional 2%.	F	6,898	7,466		14,364
18SCS20	Additional Funding from Social Care Precept	F	3,763	-7,466		-3,703
18SCS21	Additional Funding from Social Care Grant	F	-2,302			-2,302
17SCS42	Increased income from the Better Care Fund (amount per Provisional Local Government Finance Settlement). Assumed to offset existing pressures but may be a requirement to spend on new activity.	F	-1,060	-3,817		-4,877
15SCS10 17SCS40	Demography	P	5,000	5,000		10,000
18CM5	Use of ASC Precept to fund demography pressures	S	-3,888			-3,888
18SCS19	Use Social Care Precept to fund Adult Social Care Pressures	S	-1,273			-1,273
18SCS27	Use of Additional precept to fund one-off expenditure in 18SCS24, 18SCS25 and 18SCS26 above.	S	-1,870	3,410		1,540
	Subtotal Other Funding & Cross Adult Services		5,268	4,593	0	9,861
	TOTAL ADULT SERVICES		2,750	-3,341	0	-591

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Type of Budget Change	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
P - Previously agreed pressure	6,870	1,590	0	8,460
S - Previously agreed saving	-11,419	-1,114	0	-12,533
F - Additional Funding for Adult Social Care	7,299	-3,817	0	3,482
O - Previously agreed one-off investment	0	0	0	0
	2,750	-3,341	0	-591

People - Public Health

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
18PH2	Public Health - one off savings in 2017/18 of £0.5m	S	500			500
18PH3	Ongoing savings of £1m from 2018/19 onwards assuming ring fence is removed.	S	-1,000	0	0	-1,000
TOTAL PUBLIC HEALTH			-500	0	0	-500

Type of Budget Change	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
P - Previously agreed pressure	0	0	0	0
S - Previously agreed saving	-500	0	0	-500
O - Previously agreed one-off investment	0	0	0	0
	-500	0	0	-500

Communities

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Communities Cross Directorate					
						0
	Total Communities Cross Directorate		0	0	0	0
	Infrastructure & Planning					
	Strategy & Infrastructure					
18EE4	Phase 2 of Minerals & Waste Plan	P	50	100	-200	-50
18EE5	Oxfordshire Spatial Plan	P	-100			-100
17EE13	Joint Working for Planning Regulation services (e.g. minerals and waste, county planning applications, legal agreement negotiations) with other neighbouring county councils. Savings to be achieved through sharing management teams and professional expertise so some reduced service levels in areas such as minerals & waste, and development control.	S	-25	-44		-69
17EE14	Co-locate Economy & Skills teams with OxLEP and jointly manage these services with OxLEP through a Service Level Agreement (SLA). The SLA could mitigate risk of perceived reduction in direct control over service and would include a tapering of funding from OCC.	S	-50	-45		-95
17EE44	One-off use of road adaptations/road agreements funding	S	500			500
18EE6	Investment into OSM to achieve higher income	P	200	-400		-200
18EE13	Use S278 Funding on a one-off basis	S	1,325			1,325
	TOTAL INFRASTRUCTURE & PLANNING		1,900	-389	-200	1,311
	Infrastructure Delivery					
	Infrastructure Delivery Management					
17EE9	Savings would be achieved within highways by working more effectively with the councils supply chain and external partners. This would be achieved by the use of LEAN process reengineering but would remove some of the flexibility currently available to address local issues. The service would be less able to react to arising issues above and beyond normal service delivery.	S		-540		-540
	Subtotal Infrastructure Delivery Management		0	-540	0	-540

Communities

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Network & Asset Management					
18EE1	Climate Change Levy charge increase - Corporate Estate and Street Lighting	P		120		120
18EE7	Potential pressure arising from redundancy liability should Natural England no longer have funding for 17/18 onwards	P	-90			-90
18EE10	** 15EE28 - Street Lighting - Energy Saving plus reduction in inspection frequencies and cleaning regimes	P	-420			-420
17EE2	Remove current proactive programme for cleaning the main pipes that gullies connect into. Any blockages from tree roots, pipe breaks or silting will have to be addressed once identified.	S		-200		-200
17EE18	Remove the Real Time Information service. This would remove the electronic displays at bus stops and impact on the provision of information to current traffic monitoring systems as well as the recently developed travel planning page, which is being rolled out as part of the Connecting Oxfordshire agenda. The council will seek increased contribution from bus companies to mitigate or replace ongoing funding.	S	-140			-140
17EE22	Reduce funding to managing the county's network of public rights of way although the council would seek to prioritise funds in this area to support the volunteer network as far as practicable.	S		-40		-40
17EE30 17EE36	Parking account - unrealisation of income target.	P	150			150
	Subtotal Network & Asset Management		-500	-120	0	-620
	Delivery					
17EE10	Reduce services to safety areas only;targeting visibility displays. Opportunity for parish and district councils to take on more of these responsibilities and self-fund.	S		-222		-222
17EE19	Remove unnecessary barriers (identified through a risk assessment) and therefore reduce ongoing maintenance.	S		-51		-51
15EE34	Significant defect correction lines/signs	S				0
	Subtotal Delivery		0	-273	0	-273

Communities

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Highways & Waste					
15EE22 16EE5 17EE35	Increased Waste Tonnage - linked to the economic up turn and increase in number of households	P	500	500		1,000
17EE25 17EE45	Reduce service down to statutory only, i.e. maintain a safe highway, incl. through safety inspections. Area Stewards would no longer be available to discuss and resolve issues on day to day basis – would mean increased use of Fix My Street and empowering parish councils to identify and/or undertake potential work.	S	-300	0		-300
18EE16	Communities Fund	P	-250			-250
	Subtotal Highways & Waste		-50	500	0	450
	TOTAL INFRASTRUCTURE DELIVERY		-550	-433	0	-983
	Property & Investment					
	Property & Procurement					
18EE2	HWRC - increased contract costs	P	500			500
18EE3	HWRC Prudential Borrowing costs - future investment	P		850	-18	832
17EE17	Opportunities to generate income including fitting solar panels to roof tops, investing in property sites etc. Greater utilisation of existing property by reducing the footprint needed by the county council and reviewing how best to utilise any surplus space.	S	-50	-50		-100
17EE42	Reduction in Leased Accommodation	S	-230			-230
18CM2	Impact of 2017 Rates Revaluation	P	64	68	19	151
	TOTAL PROPERTY INVESTMENT		284	868	1	1,153
	TOTAL COMMUNITIES		1,634	46	-199	1,481

Type of Budget Change

P - Previously agreed pressure

S - Previously agreed saving

O - Previously agreed one-off investment

	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	604	1,238	-199	1,643
	1,030	-1,192	0	-162
	0	0	0	0
	1,634	46	-199	1,481

Communities - Fire & Rescue Services

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Fire & Rescue Service and Community Safety					
17FRS6	Reduce the number of operational Group Manager posts in the Fire and Rescue Service.	S		-90		-90
17FRS8	Seek alternative funding for or remove county council funding for the Oxfordshire Fire and Rescue Service cadet schemes could be stopped in 2018 as this is not a statutory service. To ensure the cadet schemes continue, the council could seek to link with the council's Children, Education and Families Directorate to see if there is a different way to deliver the scheme (to further support our looked after children), or potentially seek sponsorship through a private company.	S	-30			-30
18FRS6	** 17FRS8 - Fire Cadets - move to self-financing or sponsorship model - work has not started and looking to expand programme to LAC	S	30			30
18FRS7	** 17FRS6 - Reduce number of operational Group Manager posts - needs to fully evaluated before implementation	S		90		90
18FRS9	Transformational crewing models	S	-10	-90		-100
18FRS11	Fire collaboration (procurement, training & operational alignment)	S	-20			-20
	TOTAL FIRE & RESCUE AND COMMUNITY SAFETY		-30	-90	0	-120

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Type of Budget Change

P - Previously agreed pressure

S - Previously agreed saving

	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	0	0	0	0
	-30	-90	0	-120
	-30	-90	0	-120

Resources

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	Corporate Services Business Support					
17CS1 17CS10	Senior management review of future management structures. Earlier implementation of Senior Management Review.	S	-100			-100
	Total Corporate Services Business Support		-100	0	0	-100
	Corporate Finance & Internal Audit					
17CS3	As new ICT systems in Finance and Internal Audit become embedded the level of financial support currently provided should reduce.	S	-50			-50
	Total Corporate Finance & Internal Audit		-50	0	0	-50
	Transformation					
18CS2	Council Infrastructure	S		-650		-650
18CS5	Charge loss of recharge income to Transition Fund in 2017/18	P	300			300
18CM1	School Related Income (Education Support Services)	P	88	120		208
17LCS1	Retention of all 43 libraries (22 core and 21 community libraries) but provide service redesign and changes internally to provide savings.	S	-300			-300
17LCS4	Bring forward the savings in Libraries (LCS1).	S	300			300
17LCS2	The council could cease funding cultural activities from 2018/19 relating to: (A) Pegasus Theatre (B) Oxfordshire Youth Arts Project (OYAP) (C) Oxford Visual Arts Design Agency (OVADA)	S	-92			-92
	Total Transformation		296	-530	0	-234
	TOTAL RESOURCES		146	-530	0	-384

Type of Budget Change

P - Previously agreed pressure

S - Previously agreed saving

O - Previously agreed one-off investment

	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
	388	120	0	508
	-242	-650	0	-892
	0	0	0	0
	146	-530	0	-384

Council Wide

Reference		Saving or Pressure	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
18CM4	Transformation Programme	S	-15,000			-15,000
TOTAL TRANSFORMATION			-15,000	0	0	-15,000

Type of Budget Change	2018/19 £000	2019/20 £000	2020/21 £000	TOTAL £000
P - Previously agreed pressure	0	0	0	0
S - Previously agreed saving	-15,000	0	0	-15,000
O - Previously agreed one-off investment	0	0	0	0
	-15,000	0	0	-15,000

Review of Assumptions in the 2018/19 – 2020/21 Medium Term Financial Plan (MTFP)

Inflation

1. The table below sets out the inflation assumptions built into the current MTFP.

Year	Pay	Prices	Contracts (up to)	Income	In MTFP
2018/19	1%	1%	3%	2%	£5.650m
2019/20	1%	1%	3%	2%	£5.700m
2020/21	2.5%	1%	3%	2%	£7.500m

2. The Chancellor confirmed in the Spending Review 2015 that the average public sector pay increase up to 2019/20 would be 1.0%. The pay inflation assumption is in line with this for 2018/19 and 2019/20 in the MTFP. Pay inflation for 2020/21 is assumed at 2.5% as CPI inflation is currently above the Bank of England target rate of 2% and the public sector will have had 10 years of capped pay increases.
3. Consumer Price Inflation (CPI) was 2.6% in July 2017, up from 0.6% in July 2016. The Bank of England forecast CPI¹ inflation to be above the 2% target until 2020. Retail Price Inflation (RPI) was 3.6% in July 2017.

Previously Agreed Directorate Budget Changes

4. The MTFP includes funding for demographic and other agreed directorate pressures and savings which were approved by Council in February 2017. Details are set out in annex 1a.

Funding for demographic and other agreed pressures ²	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
People - Children	1.479	1.800	0.000	3.279
People - Adults	6.870	1.590	0.000	8.460
People - Public Health	0.000	0.000	0.000	0.000
Communities	0.604	1.238	-0.199	1.492
Resources	0.388	0.120	0.000	0.508
TOTAL FUNDING	9.341	4.748	-0.199	13.890
Additional Funding for Adult Social Care	7.299	-3.817	0.000	3.482

¹ Bank of England Inflation Report August 2017

² Where a negative is shown the figure relates to previous years' funding falling out.

Savings	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
People - Children	0.000	-0.400	0.000	-0.400
People - Adults	-11.419	-1.114	0.000	-12.533
People - Public Health	-0.500	0.000	0.000	-0.500
Communities	1.000	-1.282	0.000	-0.282
Resources	-0.242	-0.650	0.000	-0.892
Transformation	-15.000	0.000	0.000	-15.000
TOTAL SAVINGS	-26.161	-3.446	0.000	-29.607

Balances and Reserves

- The MTFP assumes general balances at the start of 2018/19 will be £17.8m and maintained at that level over the medium term. In the first financial monitoring report to Cabinet for 2017/18 on 18 July 2017, general balances are forecast to be £21.2m at the end of this financial year, after taking into account the directorate forecast overspend of £3.5m (after the use of the corporate contingency).
- The table below sets out the estimates for earmarked reserves included in the MTFP.

MTFP Estimates	2018/19 £m	2019/20 £m	2020/21 £m
Estimated school reserves at start of year	18.1	15.5	12.3
Estimated reserves at start of year	55.3	47.1	45.0
Estimated total reserves at start of year	73.4	62.6	57.3
Estimated use of (-)/additions to (+) school reserves in year	-2.6	-3.2	-2.9
Estimated use of (-)/additions to (+) reserves in year	-8.2	-2.1	-2.1
Estimated school reserves at end of year	15.5	12.3	9.4
Estimated reserves at end of year	47.1	45.0	42.9
Estimated total reserves at end of year	62.6	57.3	52.3

- The Budget Reserve is being used to manage the cash flow implications arising from a different profile of pressures and savings in the MTFP. It is forecast to have a balance of £1.3m at the end of 2017/18 and a planned contribution to the reserve of £5.4m in 2018/19. This gives a balance of £6.7m that could be used as one-off funding in 2018/19 or the medium term.
- Earmarked reserves at the start of 2017/18 were £16.8m higher than assumed in the MTFP. The latest forecast (reported to Cabinet on 18 July 2017) indicates that earmarked reserves will fall to £100.0m by the end of this financial year.

General Funding

- The Council's general funding, other than from Council Tax (see below), comprises Revenue Support Grant, Business Rates Top-Up and a 10% share of Business Rates collected by the District Councils. The MTFP assumes that

our local share of Business Rates increases with inflation (Retail Price Index). Revenue Support Grant and Business Rate Top Up estimates for 2018/19 and 2019/20 are based on the figures published in Oxfordshire's four-year funding deal for the years 2016/17 to 2019/20.

10. The following table shows the estimates for general funding (excluding Council Tax) included in the MTFP.

MTFP Estimates	2018/19	2019/20	2020/21
Business Rates Top-Up (£m)	39.038	34.188	34.786
Business Rates from District Councils (£m)	32.064	33.068	33.634
Business Rates Total (£m)	71.102	67.256	68.420
Percentage change from previous year	3.8%	-5.4%	1.7%
Revenue Support Grant (£m)	5.868	0.000	0.000
Percentage change from previous year	-68.6%	-100.0%	0.0%
Total Business Rates + RSG (£m)	76.970	67.256	68.420
Percentage change from previous year	-11.7%	-12.6%	+1.7%

Council Tax

11. The MTFP is based on Council Tax increases of 4.99% in 2018/19 and 1.99% in 2019/20 and 2020/21. This includes a 3% increase for the Adult Social Care Precept in 2018/19. A 1% change in Council Tax equates to £3.3m, with a small residual effect in subsequent years.
12. The MTFP assumes growth in the taxbase of 2.0% in 2018/19 then 1.63% in the last two years of the MTFP. A variation of +/-0.25% results in a gain/loss of £0.9m.
13. Surpluses on Council Tax collection are estimated to be £4.0m in each remaining year of the MTFP. This is based on previous years' surpluses that have been above that level in the last five years. In 2017/18 the Council Tax collection surpluses are £7.3m.
14. The table below sets out the estimates for Council Tax included in the MTFP.

MTFP Estimates	2018/19	2019/20	2020/21
Council Tax Requirement (£m)	351.319	364.148	377.444
Council Tax Base	248.683	252.736	256,856
Council Tax (Band D equivalent) (£)	1,412.72	1,440.82	1,469.48
Increase in Council Tax (Band D)	4.99%	1.99%	1.99%
Council Tax collection surpluses (£m)	4.000	4.000	4.000
Total Council Tax Income (£m)	355.319	368.148	381.444
Percentage change from previous year	6.0%	3.6%	3.6%

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Government and Other Announcements

Spring Budget March 2017

1. On 8 March 2017, the Chancellor of the Exchequer, Philip Hammond made his 2017 Budget announcement. Forecasts for economic growth were revised downwards due to the uncertainty of the UK leaving the European Union. Forecast growth for 2017 was reduced from 2.2% to 2.0% and from 2.1% to 1.6% for 2018 and 1.7% in 2019.
2. The 2016 Autumn Statement established the National Productivity Investment Fund (NPIF) to provide over £23 billion of high-value investment between 2017-18 and 2021-22. The NPIF will be invested in Digital Infrastructure, Full-fibre broadband, 5G, Transport, R&D, Industrial Strategy Challenge Fund, Talent Funding, and Global research talent.
3. Included in the NPIF is £690m of local transport funding which will be competitively allocated to local authorities, with £490m made available by early autumn 2017. The Council submitted two bids for this funding by the deadline of 30 June 2017.
4. Budget deficit forecasts were reassessed in the light of infrastructure investment and the abandonment of the 2020 target. The OBR forecasts that the current account deficit will narrow, to 3.5% of GDP in 2017, 3.2% of GDP in 2018, 2.6% of GDP in 2019, 2.2% of GDP in 2020 and 2.0% of GDP in 2021. This forecast includes the plan to see a saving of £3.5bn from public spending by 2019-20 supported by the Efficiency Review.
5. An additional £2bn of grant funding was announced for Adult Social Care. The funding will be made available to local authorities over the next three years with £1bn in 2017/18, £674m in 2018/19 and £337m in 2019/20. The funding will be pooled in the Better Care Fund (BCF) but will be for councils to spend on unmet pressures on older people and stabilising the care market.
6. The Council received an allocation of £6.3m for 2017/18 and the use of this additional funding was approved through the Financial Monitoring Report to Cabinet on 18 July 2017.
7. The Budget statement detailed that the Health and Communities Secretaries will announce measures to identify and support authorities struggling with delayed discharges and to ensure more joined up working with the NHS. In the longer term, the government will set out options for the future financing of Social Care in a Green Paper later this year.

General Election and Queen's Speech

8. In April 2017 the Prime Minister, Theresa May, announced that a general election would be held on the 8 June 2017. The Conservative party failed to win a majority in the election and Theresa May formed a minority government with the support of the Democratic Unionist Party.

9. A cabinet reshuffle occurred after the election however changes were minimal. Philip Hammond and Sajid Javid remained in their roles of Chancellor of the Exchequer and Secretary of State for Communities & Local Government.
10. On 21 June 2017 the Queen announced the Government's legislative programme for the 2017-19 parliamentary session in the Queen's Speech. As announced by the Leader of the Commons, Andrea Leadsom, the next parliamentary session is to be doubled in length to two years to allow MPs to scrutinise substantial amounts of legislation regarding the UK's withdrawal from the European Union.
11. The Queen's Speech recognised that there was a message from voters about how the economy should be run. However, the priority is still the eradication of the deficit. The Government will reduce the structural deficit to less than 2% of GDP and get debt falling as a percentage of GDP by 2020/21.
12. There does not appear to be an end to austerity which parts of the Conservative party had alluded to since the General Election result. There were no new investment spending announcements or signs of increased Government spending.
13. The Government will be bringing forward proposals for consultation to build widespread support for any changes to the social care system. The Government will work with partners of all levels, including those who use services and who provide care and will then bring forward proposals for a public consultation. The consultation will set out options to improve the social care system and put it on a more secure financial footing as well as improve the quality of care and the variation of practice.
14. The Queen's Speech made no mention of Grammar Schools however it did cover the National Funding Formula consultations and the Government's continued commitment to making the distribution of schools funding fairer. The Government will continue to enforce the conversion of failing maintained schools into academies.
15. The Queen's Speech failed to cover the Local Government Finance Bill (100% Business Rates Retention). Prior to the election the Bill had been introduced to parliament however, the Bill had not progressed enough so was scrapped and needed to be reintroduced.
16. This does not mean that the move towards 100% Business Rates Retention needs to stop. A representative from DCLG stated that "Ministers remain committed to local government taking greater control of their income, as outlined in the Manifesto". Many of the changes can be done under the current legislation, for example the Small Business Rate Multiplier can be capped at CPI, the levy can be set to 0% and the local share can be set at any value, including 0%.
17. There are a handful of measures that would not be able to go ahead without new legislation including the new power for the Secretary of State to designate pools. The lack of new legislation would also mean that it may not be possible for combined authority areas to set a different, lower, multiplier.

18. On 1 September 2017, the Department for Communities and Local Government (DCLG) published an invitation for local authorities to pilot 100% business rates retention in 2018/19 and to pioneer new pooling and tier split models. Applications need to be submitted by 27 October 2017. Due to affordability constraints, the government will assess applications against the following selection criteria:

- Proposed pooling arrangements operate across a functional economic area (i.e. the county council(s) and all relevant district councils; groups of unitary authorities; or groups of county councils, all their districts and unitaries);
- Because they were not included in the 2017/18 pilot scheme, the Government is particularly interested in piloting in two-tier areas;
- The proposals would promote the financial sustainability of the authorities involved; and,
- There is evidence of how pooled income from growth will be used across the pilot area.

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Service & Resource Planning Timetable 2018/19

Month	Day	Date	For/From	Action/Event
September	Tue	19 September 2017	Cabinet	Service & Resource Planning Report providing an update on the latest information and proposing a process for 2018/19
November	Wed	Mid/Late November	Communities & Local Government	Chancellor's Autumn Budget
December		Throughout December		Public Online consultation on budget proposals
		Early December	All Councillors	Briefing on savings options to be considered by the Performance Scrutiny Committee
		Mid December	District Councils	Notification of draft Council Taxbases and draft Business Rates Forecasts
		Mid/Late December	Communities & Local Government	Provisional Local Government Finance Settlement
	Thu	14 December 2017	Performance Scrutiny Committee	Consider savings options and feedback from public consultation and provide comment to the Cabinet
	Tue	19 December 2017	Cabinet	Service & Resource Planning Report to Cabinet, providing the review of charges and an update on the latest financial position including impact of Spending Review.
January	Thu	04 January 2018	Performance Scrutiny Committee	Consider draft capital proposals and draft Treasury Management Strategy and provide comment to the Cabinet
	Wed	17 January 2018	All Councillors	Member briefing on Cabinet's proposed budget and capital programme
	Mon	22 January 2018	District Councils	Notification of Council Tax surpluses or deficits
	Tue	23 January 2018	Cabinet	Cabinet proposes 2018/19 revenue budget, MTFP and capital programme for recommendation to Council in light of comments from the Performance Scrutiny Committee and consultation feedback.
	Wed	31 January 2018	District Councils	Notification of Council Taxbases, Business Rate Forecasts and Business Rate surpluses or deficits
February		Early February	Communities & Local Government	Final Local Government Finance Settlement
	Thu	01 February 2018	Cabinet/Opposition and Other Group Leaders /CCMT/Chief Finance Officer	Deadline for Cabinet, Opposition and other groups to submit full budget papers to Committee Services
	Fri	02 February 2018	Committee Services	Publication of Council agenda and Cabinet, Opposition & other groups full budgets, including the Chief Finance Officer's statutory report
	Wed	07 February 2018	Opposition & Other Group Leaders	Deadline for amendments to Cabinet budget by Opposition and other groups to Committee Services (By 9am)
	Wed	07 February 2018	Committee Services	Publication of amendments to Cabinet budget by Opposition and other groups
	Tue	13 February 2018	Council	Agrees Revenue Budget 2018/19; Capital Programme 2017/18 - 2021/22; MTFP 2018/19 - 2021/22 and Corporate Plan 2018/19 - 2021/22

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CABINET – 19 September 2017

Submission of Expression of Interest to the Housing Infrastructure Fund

Report by Strategic Director for Communities

Introduction

1. During July 2017, the Department for Communities and Local Government (DCLG) announced a national Housing Infrastructure Fund (HIF). The £2.3bn fund is intended to ensure that the right infrastructure is in place to facilitate identified growth. Critically for communities, an explicit feature of this programme is the ability for the local authority to influence delivery so that supporting infrastructure is provided alongside the development of new housing. In return, government expects schemes to be ambitious, well managed and to attract wider economic investment and growth.
2. In order to access the programme, the County Council is required to submit Expressions of Interest for candidate schemes by 28 September.
3. During August, County Officers in close partnership with colleagues at the City and District Council and officers from Oxfordshire's Local Enterprise Partnership (OxLEP), have reviewed the requirements of the fund and developed candidate schemes for assessment and submission.
4. The imminent completion of a comprehensive infrastructure strategy for Oxfordshire puts local authorities in a strong position as a partnership to submit a cohesive set of bids aligned to agreed priorities. These priorities in themselves are linked to economic objectives expressed in the Strategic Economic Plan and planning and transport objectives contained with Local Plans and the Local Transport Plan. The emerging strategy allows the County Council, on behalf of Growth Board partners, to confidently promote the case for large scale strategic infrastructure investment in Oxfordshire to unlock and manage growth.
5. The proposed Oxfordshire bids are focused on packages of schemes, rather than individual projects, which collectively work together to provide the infrastructure required to support and enable growth on key strategic corridors. So while there is a relationship between infrastructure schemes and proposed development sites, there is also an overall context whereby a 'package' of measures are required to support and enable the overall level of development planned in each area.
6. This report sets out the requirements of the fund and the process that has been undertaken to identify candidate schemes. It then goes on to recommend to Cabinet how candidate schemes should be assessed as viable for submission by the County Council and how, if more than one scheme is submitted, prioritisation should be assessed.
7. The report details the schemes under consideration and the current assessment of viability and prioritisation pending the completion of evidence gathering, negotiation and technical assessment.
8. Finally, in order to comply with the DCLG deadline, the report proposes to delegate to the Strategic Director for Communities, in consultation with the Leader of the Council

and Cabinet Member for Environment, the detail of the bid submission including the final assessment of viability and prioritisation and the detail of projects to be included within each scheme.

The Housing Infrastructure Fund

9. The Housing Infrastructure Fund is split into two elements:
 - The *Marginal Viability* programme for bids up to £10m, to unlock housing sites which are being held back because of the costs of installing basic infrastructure. This funding is available to the City and District councils.
 - The *Forward Funding* programme for bids up to £250m, with the intention of pump-priming major development schemes by bringing forward infrastructure investment to generate market confidence. This funding is available only to the County Council.
10. This report relates to applications under the Forward Funding scheme only, to be submitted by the County Council.
11. Full details of the application process were published during August 2017. The first stage for Forward Funding schemes is the submission of an Expression of Interest which is due by 28 September 2017.
12. The HIF guidance states that to be eligible, candidate schemes must:
 - Be from the uppermost tier of local government (in Oxfordshire's case, this means the County Council)
 - Require grant funding, demonstrating that the scheme offers a net benefit to society but cannot happen without an initial public sector commitment and that the scheme cannot be funded through another route
 - Deliver the physical infrastructure that local areas need to unlock new homes
 - Support the delivery of development plans already in place or support the delivery of incomplete plans by unlocking the release of otherwise undeliverable land
 - Have support locally
 - Meet the timetable of spending the majority of funding in 2019/20 and 2020/21
13. The bid process is competitive, and applications will be assessed by government on how well they meet the following criteria:
 - The proposal takes a strategic approach, with strong local leadership and joint working to achieve higher levels of housing growth in the local area, in line with price signals, and supported by clear evidence
 - The proposal is value for money, on the basis of an economic appraisal
 - The proposal can be delivered. This is about both delivering the infrastructure and how the infrastructure will then lead to the delivery of new homes
14. The funding is to be used to forward-fund infrastructure schemes and, in some cases, is expected to represent a significant proportion of the upfront development costs. The intention is to create confidence at an early stage in housing schemes that will attract other private and public sector money, and bring new land forward for development. The guidance encourages funding to act as the initial investment capital for a "revolving fund" whereby it is used to forward fund infrastructure, the cost

of which is recovered from future development, to create a funding pot for future infrastructure investment.

15. The application process for the Forward Funding programme is in two stages:
 - i. Firstly, eligible local authorities must submit expressions of interest by 28 September 2017;
 - ii. Secondly, expressions of interest will be assessed, and the highest ranking schemes will go through to a second stage. In the second stage, local authorities will develop business cases for submission in spring 2018. Business cases will then be assessed, with funding awards announced from summer 2018.

Strategic Context

16. HIF bids need to be placed within an overall strategy for infrastructure and development and be consistent with the local place-based strategy for the area. When developing proposals, it has been crucial to demonstrate that they make cohesive and strategic sense and deliver housing at scale rather than a group of unrelated infrastructure proposals, hence the Oxfordshire approach linked to the emerging infrastructure strategy, noted above.
17. As reported to the Oxfordshire Growth Board in July 2017, Oxfordshire Councils have been asked by officials from the Departments for Communities and Local Government and for Business, Energy and Industrial Strategy to develop a place-based growth deal proposition to support the delivery of the existing homes and jobs growth commitments across the county. Work has started on developing a joint proposition for Oxfordshire to identify the infrastructure and other support that would be needed to deliver or accelerate delivery of existing commitments. While the HIF bid process is separate to this 'deal' process, the deal arrangements would provide overarching governance and enhanced access to capital funding and revenue support for scheme development and would ensure that commitments were in place to strategic approaches. Furthermore, the 'deal' would seek to create a rolling infrastructure investment fund which would see money used to unlock development, freeing up further resources to recycle into future infrastructure to unlock future growth.
18. In identifying and assessing candidate schemes, officers have been able to draw heavily on the infrastructure priorities identified through the emerging Oxfordshire Infrastructure Strategy (OxIS). OxIS was commissioned by the Growth Board to provide a common platform to:
 - Strengthen the justification and evidence for securing funding, e.g. from strategic development sites or in business case development for external funding
 - Promote the Oxfordshire 'brand' within the England's Economic Heartland (EEH) grouping as well as within the regional, national and international contexts
 - Develop the attractiveness of Oxfordshire as a business investment location
 - Facilitate informed dialogue with communities, developers and key stakeholders on the growth planned and the challenges and opportunities this brings
 - Deliver sustainable development in Oxfordshire, for both housing and employment, by identifying the infrastructure requirements to support it
19. The emerging strategy is informed by a variety of strategic documents including council Local Plans and the Local Transport Plan. Statutory organisations,

infrastructure and service providers, including Health, Emergency Services, Utility and Green Infrastructure providers, have also input into its development.

20. A detailed stakeholder engagement process on the emerging plan concluded in early September 2017. Alongside this process, development work has been progressed on the next iteration of the plan, which includes evaluation and assessment of all the infrastructure proposals, for example in terms of how they directly support housing and/or employment growth. Based on agreed assessment criteria, each type of intervention has been scored, with regional and countywide proposals being explicitly ranked, to allow OxIS to clearly articulate strategic investment priorities to government and other audiences.
21. A final OxIS report is due to be considered by the Oxfordshire Growth Board in late September 2017. However, emerging outcomes have been available to officers preparing HIF bids and final bids will be amended as OxIS is finalised. Equally delivery plans will be refined as OxIS is refined and revisited in the future to respond to changing social and economic conditions.

Identifying Candidate Schemes and Assessing Eligibility, Viability and Prioritisation

22. In close conjunction with city and district colleagues, county officers have been identifying and developing schemes that are likely to perform well against the HIF criteria, that are considered deliverable within the terms and timeframe of the programme, and where the County Council and partners can be confident that strong governance arrangements will be in place that will give confidence on and minimise risk to delivery.
23. This final question on viability is critical as the County Council, as highways authority and accountable body for HIF delivery, will need to take forward schemes at substantial revenue risk for some-time to come. In the event that scheme elements are not delivered, the County Council stands to risk significant levels of revenue funding as sunk costs that will then not be capitalised as scheme development costs. Officers advise that the County Council should be willing to undertake such risk, but only where schemes are assessed as good-risk and the assessment can be positive about the prospect for development to proceed in a timely manner. While details of the development agreement and full business cases which assess timing and cash flow are not available at this stage, revenue costs are on average costed at 10% of scheme costs and therefore the County Council could be required to put between £15m and £50m at risk depending on the success of bids. Depending on the details of how schemes will be allocated, in the event that schemes do not proceed, the County Council would either be required to fund development from its own reserves at risk, or could be required to repay government funds already allocated.
24. To be developed into bids, candidate schemes must therefore pass two tests: firstly, whether they are eligible for HIF funding and secondly, whether the County Council assesses them at a viable risk level.
25. The County Council is required to prioritise submitted Forward Funding bids and will do this by ranking them against the HIF success criteria detailed above, including strength of governance. In this way, the most aligned viable bid will be summited as the highest priority for consideration in order to maximise the chance of success in the scheme. This is a critical step as in the event that the first prioritised bid is shown not to qualify at the expression of interest stage, no further bids are considered.

Identified schemes

26. In developing candidate schemes, officers considered infrastructure priorities identified through OxIS that sat together as strategically linked initiatives that offered the prospect, as required through HIF, of a 'step-change' in housing provision in a defined area. Candidate schemes clearly also needed to be likely to meet HIF criteria and be within the funding limit. (For example, some potential packages of schemes require infrastructure investment significantly beyond that which HIF investment would release.) The OxIS model of showing spatial, economic and infrastructure connectivity along strategic growth corridors is best illustrated by the plans developed to support the OxIS work, in particular the countywide plan which illustrates the main growth corridors in the County, which is shown in Annex A.
27. In this way, the following schemes were identified as candidates for assessment:
28. **North of Oxford** – This bid would support the delivery of 5,570 homes in Woodstock, Begbroke/Yarnton and Northern Gateway. The bid would be for £152m for transport infrastructure plus education requirements (as yet un-costed). The transport infrastructure includes development of Rapid Transit lines on an upgraded A44 and A4260 corridors, new Park & Ride and strategic cycle infrastructure.
29. **West Oxfordshire** – This bid would support the delivery of over 10,000 homes in Witney & Carterton, and around Eynsham. The bid would be for £135.4m for further upgrades to the strategic A40 transport corridor, building on existing schemes and based on the approved A40 Long Term Strategy including development of the Rapid Transit network and additional highway capacity on the corridor.
30. **Didcot Garden Town** – The bid would support the delivery of over 22,000 homes in Didcot, Culham, Harwell and Berinsfield. The bid would be for £171m for transport improvements including Didcot Science Bridge and A4130 Dualling, a new River Crossing at Culham and Clifton Hampden Bypass. Up to £70m of cycle and other sustainable transport improvements from the Garden Town Masterplan could be considered for inclusion in the bid plan.
31. Each of these schemes has the potential to make significant spatial, social and economic impact on the county and region as a whole.
32. For the West and North bids, the infrastructure included and the proposed development it would enable are closely linked to the additional housing provision being made in West Oxfordshire and Cherwell Districts to help meet Oxford's unmet housing need. These bids would therefore facilitate additional development over existing Local Plan allocations. As such, they both build on established investment corridors and proposals. For example the first stage of the planned A40 upgrade between Eynsham and Wolvercote and the development of East West Rail including Oxford Parkway station. They would help bring forward further stages of the agreed Science Transit Network (particularly the A40 and A44 Rapid Transit corridor and development of the East/West and Cotswold rail lines).
33. The Didcot Garden town bid would enable the successful development of the Garden Town in the context of the wider Science Vale growth area, through securing greater connectivity to link substantial new housing and employment growth.

34. Plans of each candidate scheme along with schedules, outlining the potential scheme elements and constituent projects along with details of benefits in terms of housing delivery, are attached to this report as Annex B and C respectively.

Current scheme assessment of prioritisation and viability

35. Candidate bids have been prioritised based upon the assessment criteria published in the DCLG guidance with higher weightings given to value for money and number of homes (based on the DCLG guidance and their published ‘Ready Reckoner’ for assessment). The overall weighted score is marked out of a maximum of five.

36. The results as follows were:

Housing Infrastructure Fund								
Bid Prioritisation								
Scheme name	Houses	Bid (£m)	Assessment criteria (out of 5)				Overall Weighted Score	Overall Rating
			Value for Money	Deliver-ability	Number of homes	Strategic Impact		
North of Oxford SC	5,570	164	1	4	1	3	1.6	MODERATE
West Oxfordshire SC	10,201	135	3	4	2	5	3.0	HIGH
Didcot GT	21,905	171	5	4	4	4	4.7	VERY HIGH

37. On this basis, the schemes would be prioritised in the following order:

- First priority: Didcot Garden Town
- Second priority: West Oxfordshire
- Third priority: North of Oxford

38. In assessing whether it is prepared to support the risk of non-delivery and to bear development costs, the County Council has considered its current levels of confidence:

Candidate Scheme	Risk associated with delivery	Strength of governance arrangements	Commentary
North of Oxford	GREEN	GREEN	Cherwell District Council have demonstrated commitment to partnership delivery, strategic planning and shared county-wide governance arrangements
West Oxfordshire	AMBER	GREEN	West Oxfordshire District Council have demonstrated commitment to partnership delivery, strategic planning and shared county-wide governance arrangements. However, there are more schemes in the west package that require developer orders and permissions outside of Oxfordshire County Council control.
Didcot Garden Town	AMBER	RED	At this point, there is uncertainty on commitment from all authorities to partnership delivery and it is not yet clear what role the relevant planning authorities see the new and as yet untested Didcot Garden Town Board having in relation to major scheme delivery. Pending further clarification, it is recommended that governance arrangements are not yet satisfactory to the County Council.

39. On this basis, currently the officer assessment is that North of Oxford and West Oxfordshire schemes should be taken forward as bids. The governance arrangements through the Growth Board and the strong commitment to delivery provides the confidence the County Council requires to submit expressions of interest for both bids.
40. At this stage, officers are not able to recommend that Didcot Garden Town is taken forward as a bid. To reduce exposure to financial risk the County Council needs to be satisfied that South Oxfordshire District Council, as accountable body for the Garden Town, are committed to partnership delivery and to being part of a proven governance mechanism, including the ability to evidence joint working that will provide confidence in our ability to deliver the proposed and future schemes linked to the Garden Town masterplan. The County Council has invited South Oxfordshire District Council and partner authorities to provide a stronger governance proposal that reflects and is equal to the level of joint working West Oxfordshire District Council, Cherwell District Council and Oxford City Council have agreed to.
41. In the event that assurances are not obtained to cause a re-assessment of Didcot Garden Town viability, West Oxfordshire will become the first priority bid and North of Oxford the second.

Impact of viability assessment

42. Submission of a HIF bid offers no guarantee of funding and officers expect the limited funds to be heavily oversubscribed at the national level. However, as the only current source of strategic infrastructure funding available for Oxfordshire's significant requirements, Didcot Garden Town not achieving HIF funding has potentially significant consequences. The County Council's expectation is that without major strategic infrastructure investment elements that would be delivered through HIF, it will be much harder to defend and deliver the range of strategic sites coming forward for development as acceptable in terms of the infrastructure that will support them when delivered. As a consequence, developments that are significant at the regional scale will be put at risk with potentially serious economic consequences and consequent risk to the soundness of relevant Local Plans.

Governance

43. The County Council will be the accountable body for the administration of HIF if awarded.
44. To reflect the strategic importance of the bids it is proposed that if successful the governance of the bids will be supported by the Growth Board taking account of the strong interdependencies both between the bids and the place-based deal.
45. The support of the Growth Board will be sought through its September 2017 meeting. It has been clear through initial discussions with other local authority leaders, that unless they too are convinced by South Oxfordshire's commitment to delivery, they are not likely to support the inclusion of Didcot Garden Town schemes into the County Council's submission.

Financial and Staff Implications

46. This report proposes the submission of an Expression of Interest and as such does not carry financial implications in itself. If taken forward to the next stage of development, HIF scheme packages will require detailed businesses cases which will identify revenue costs and potential requirements on the council to forward-fund development of schemes. Implications and authorisation for this expenditure will be brought forward through the normal financial decision making mechanisms.
47. The report sets out above the financial risks associated with forward funding schemes and the assessment being made of confidence in delivery to minimise these risks.
48. Current staff input to develop HIF bids has been resourced from business as usual teams. If bids are successful at the Expression of Interest stage, the required staffing resource to deliver HIF proposals alongside existing commitments will need to be assessed through the business case process and approved through normal business planning processes. It is highly likely this will put significant pressure on our infrastructure and locality teams for the next four months if our interest is shown support.
49. Funding will be paid using section 31 of the Local Government Act 2003.

Equalities Implications

50. This report recommends the submission of Expressions of Interest to the Housing Infrastructure Fund. The decision on funding allocation is for government. No new evidence has been assessed in order to identify funding packages for submission within this report. Rather, this report proposes delivery on existing development planning decisions made through statutory processes which are subject to equality assessments. Therefore there are no additional equalities implications of this report.
51. The equalities implications of schemes that are developed to delivery, and which become the accountability of the County Council, will be assessed in the normal way as they are brought forward.

RECOMMENDATION

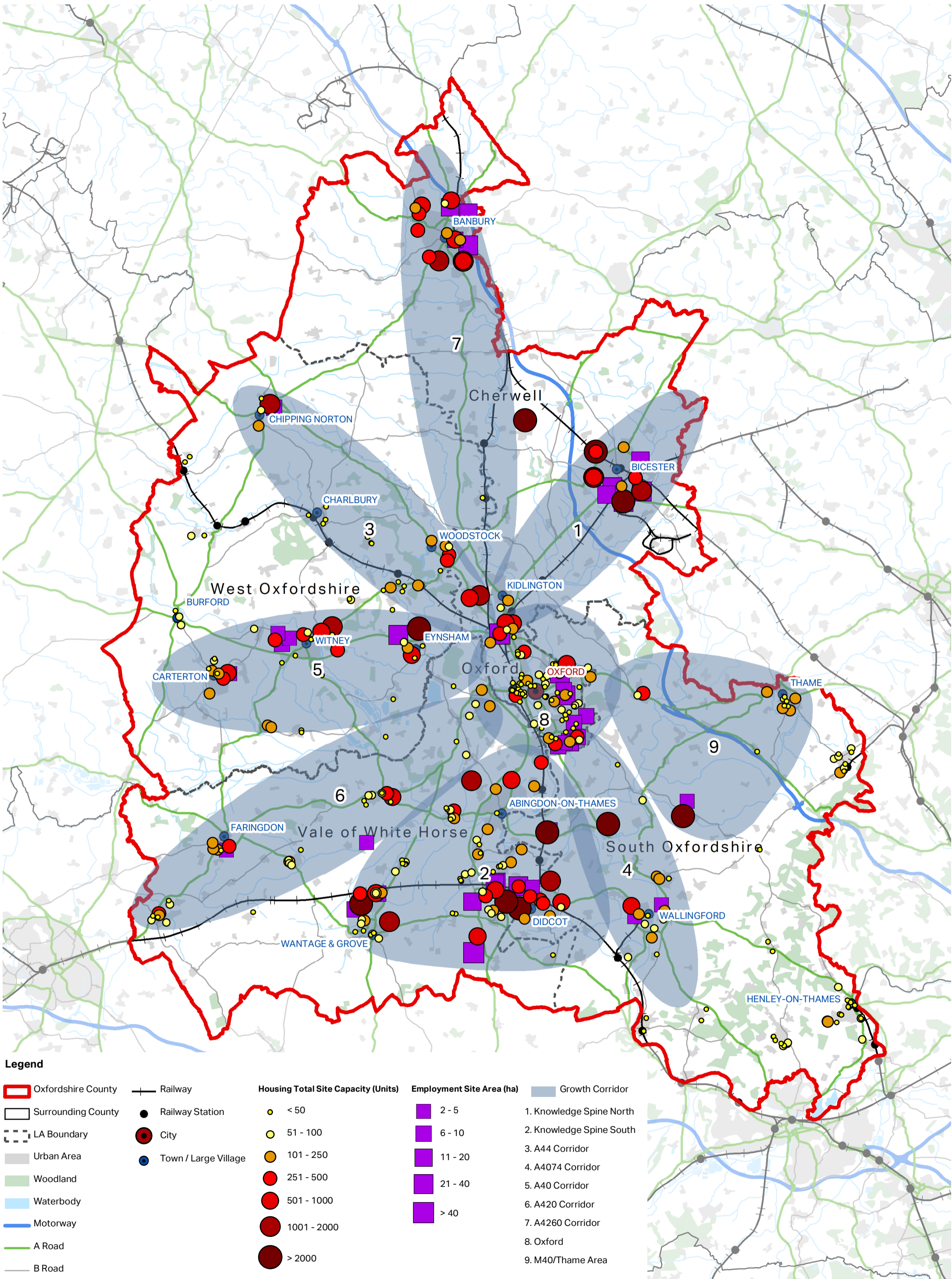
52. **The Cabinet is RECOMMENDED to:**
 - (a) Agree to the submission of an Expression of Interest to the Housing Infrastructure Fund**
 - (b) Agree to the process set out above for the assessment of viability of schemes and for their subsequent prioritisation**
 - (c) Note the current candidate scheme packages and current draft assessments**
 - (d) Delegate to the Strategic Director for Communities, in consultation with the Leader of the Council and the Cabinet Member for Environment, and taking into account the view of the Growth Board, the final viability and prioritisation assessment and the detail of the bid submission including the detail of projects to be included within each scheme.**

BEV HINDLE
Strategic Director for Communities

Background papers: n/a

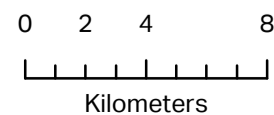
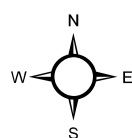
Contact Officer: Susan Halliwell, Director for Planning and Place

September, 2017

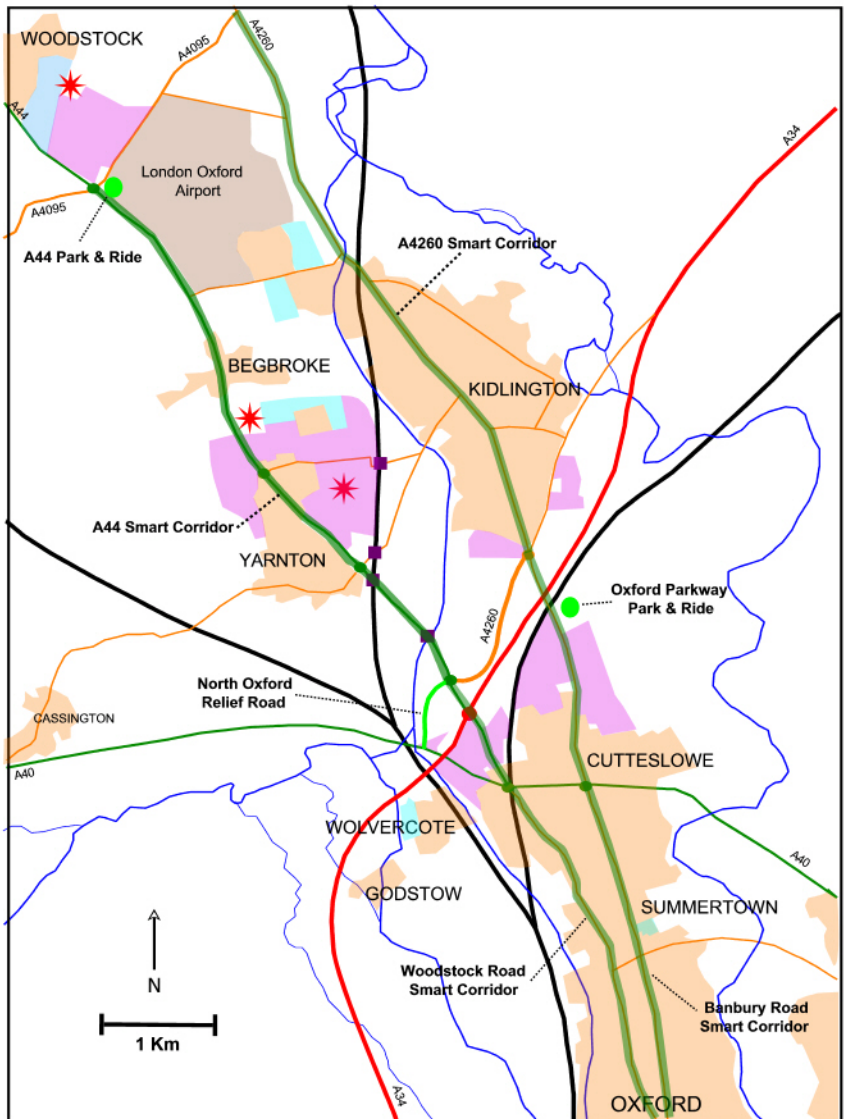


Legend

- | | | | | |
|--------------------|----------------------|--|---------------------------------|--------------------------|
| Oxfordshire County | Railway | Housing Total Site Capacity (Units) < 50 | Employment Site Area (ha) 2 - 5 | Growth Corridor |
| Surrounding County | Railway Station | 51 - 100 | 6 - 10 | 1. Knowledge Spine North |
| LA Boundary | City | 101 - 250 | 11 - 20 | 2. Knowledge Spine South |
| Urban Area | Town / Large Village | 251 - 500 | 21 - 40 | 3. A44 Corridor |
| Woodland | | 501 - 1000 | > 40 | 4. A4074 Corridor |
| Waterbody | | 1001 - 2000 | | 5. A40 Corridor |
| Motorway | | > 2000 | | 6. A420 Corridor |
| A Road | | | | 7. A4260 Corridor |
| B Road | | | | 8. Oxford |
| | | | | 9. M40/Thame Area |



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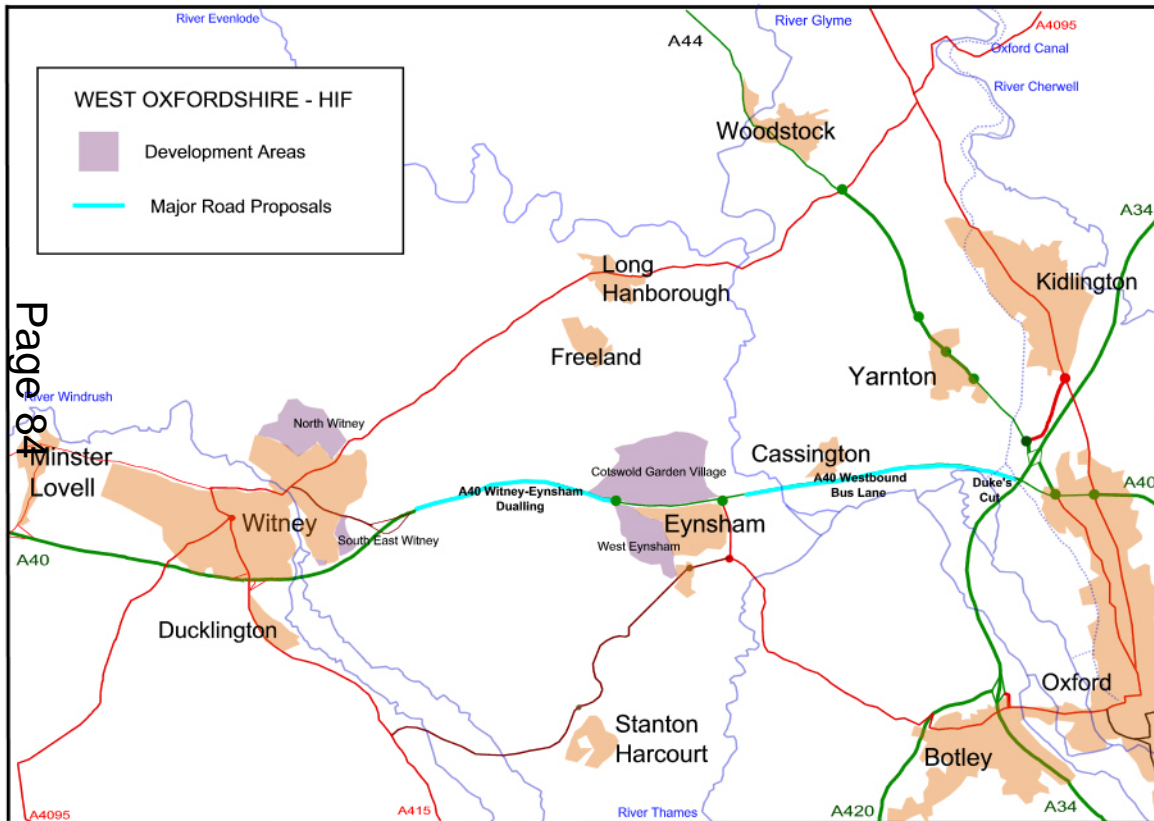


NORTH OF OXFORD - HIF










- Committed developments
- Developments in bid

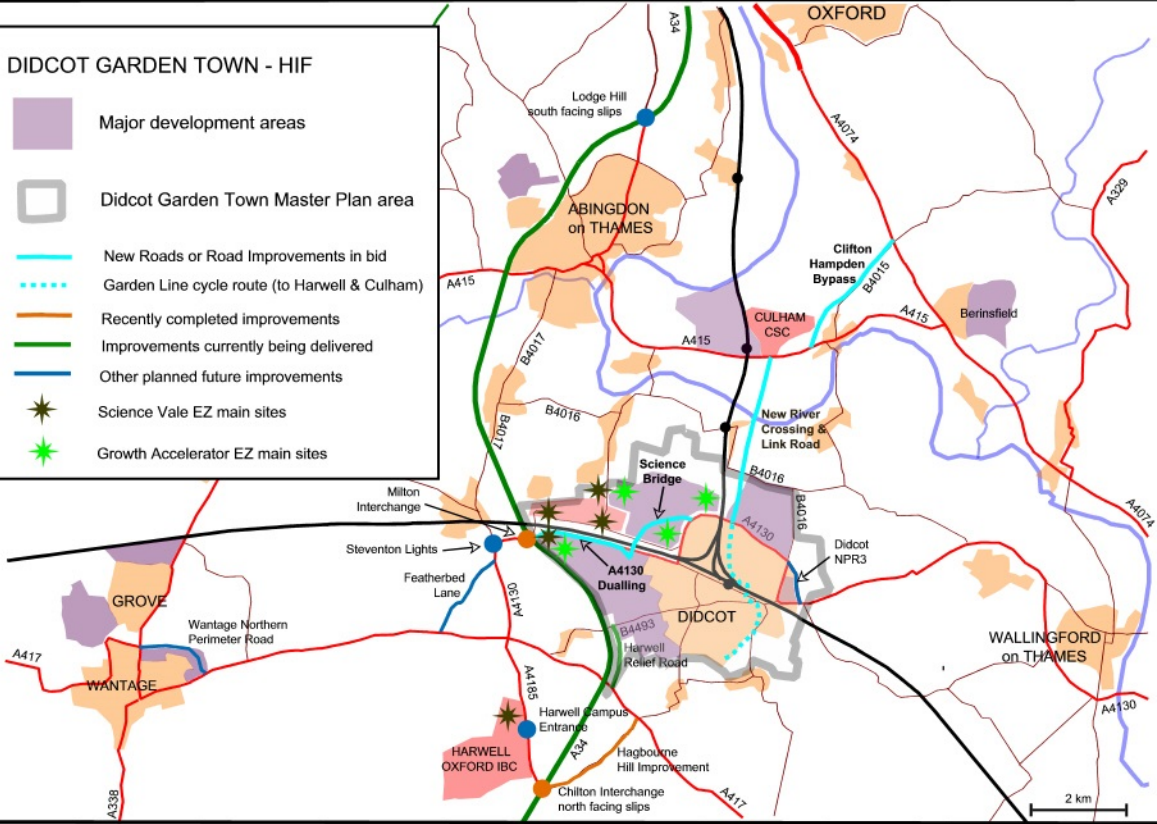
- ★ New schools
- Park & Ride

- Cycle Bridge
- New Link Road
- Smart Corridor



DIDCOT GARDEN TOWN - HIF

-  Major development areas
-  Didcot Garden Town Master Plan area
-  New Roads or Road Improvements in bid
-  Garden Line cycle route (to Harwell & Culham)
-  Recently completed improvements
-  Improvements currently being delivered
-  Other planned future improvements
-  Science Vale EZ main sites
-  Growth Accelerator EZ main sites



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HOUSING INFRASTRUCTURE FUND

North of Oxford Smart Corridor Improvements, Links and Bus Rapid Transit

Part 1 – Housing Ambitions

HOUSING SITES									
Location	No of houses	Delivery dates (without HIF) (Local Plan trajectories)				Delivery dates (with HIF) (Betterment of Local Plan trajectory based on 15% earlier delivery)			
		Up to 2021	2021-2026	2026-2031	2031-2036	Up to 2021	2021-2026	2026-2031	2031-2036
Woodstock (- unmet need)	670	200	295	175	-	230	339	101	-
Northern Gateway	500	200	300	-	-	230	270	-	-
Oxford unmet need – Cherwell (Option A)	4400	-	1810	2590	-	-	2082	2318	-
TOTAL	5570	400	2405	2765	0	460	2691	2419	0

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Allocated Site	Current status and Formal Planning Application ref	Pre-app references
Woodstock	West Oxfordshire Local Plan allocations at Woodstock that have recently been examined. 300 of the 670 is land east of Woodstock and is awaiting a decision on planning application reference: 16/01364/OUT	N/A
Northern Gateway	The site has been allocated for 500 dwellings and 90,000sqm of employment use as part of the Area Action Plan which forms part of the Oxford Core Strategy 2026. A planning application is expected in 2017/18.	
Cherwell (Option A)	Preferred allocations option currently being consulted on through the Cherwell Local Plan Part 1 Partial Review.	N/A

Grampian condition release (list permission numbers)		
Site	Permission number	Details of Grampian
N/A	N/A	N/A

Local Plan details			
Local Plan	Status	Implications without HIF	Implications with HIF
West Oxfordshire Local Plan 2031	<p>The 'Main Modifications' to the Local Plan were submitted to the Planning Inspectorate on 10 March 2017 in accordance with the planning regulations.</p> <p>West Oxfordshire District Council's Local Plan examination hearing sessions have now concluded.</p> <p>Planning Inspector Malcolm Rivett BA (Hons) MSc MRTPI closed the third stage of the hearings on July 20 having focused the session on specific sites as well as the Council's overall housing land supply. He will determine whether or not the plan is 'sound' in light of the representations received and national policy.</p>	See Housing Sites table above	See Housing Sites table above

Cherwell Part 1 Partial Review (Oxford's Unmet Need)	The Council has published a proposed Local Plan and supporting documents for inspection and submitting comments. The documents were available from Monday 17 July 2017 and comments should be received no later than 5pm on Tuesday 10 October 2017.		
Oxford	Oxford City Council is consulting on the Oxford Local Plan 2036 Preferred Options document. The consultation period runs from 30th June 2017 until the 25th August 2017.		

Other Funding (received, submitted, unsuccessful)				
Scheme	Funding Type	Status	Details	Level
North Oxford Relief Link	City Deal	Received	£7.3 of funding secured through the City Deal (2014) for the delivery of the A40-A44 link road.	

Local Housing Market	
Current status of local housing market (narrative)	
Affordable housing Market (narrative)	
Sales Values	

Part 2: Infrastructure requirements

Project	Cost (£m)	Bid (£m)	Completion date (OxIS)	With HIF – Potential Start date (earliest)	With HIF – Potential Completion date (earliest)
North Oxford Relief Link <i>(A40 – A44 Link Road)</i>	12	4.7	2021	2018	2021
Oxford Gateway Hub (Park and Ride) <i>(P&R A44 corridor)</i>	17	17	2031	2018	2021
North Oxford All Modes Corridor Improvements <i>Includes;</i> <i>(1) A44 corridor improvements</i> <i>(2) Woodstock Road</i> <i>(3) Banbury Road</i> <i>(4) A4260 Corridor Improvements</i> <i>(5) Langford Lane</i> <i>(6) A44 Peartree – Wolvercote Roundabout*</i> <i>(7) A44/A34 Peartree Interchange*</i>	68.9	68.9	2026	2018	2026 <i>By</i> <i>2020; 6,7</i> <i>2021; 1, 5</i> <i>2023; 2</i> <i>2024; 4</i> <i>2026; 3</i>
Ped/cycle bridges over Oxford Canal & Railway	4.0	4.0	2026	2019	2020
Parkway Hub (Park and Ride) <i>(Water Eaton Park & Ride)</i>	14.5	14.5	2026	2018	2026
Oxford Gateway Pedestrian/Cycle Bridges <i>Includes;</i> <i>(8) Peartree Roundabout ped/cycle bridge</i> <i>(9) Wolvercote Roundabout Ped/cycle bridge</i> <i>(10) Northern Gateway – Oxford Parkway ped/cycle link and bridge</i> <i>(11) Kidlington Roundabout ped/cycle bridge</i>	46.0	46.0	Not Identified	2018	2024 <i>By</i> <i>2021; 8,9</i> <i>2024; 10,11</i>
Secondary Education Facility Feasibility Design	8.0	8.0	Not Identified	2018	2020
Transport Sub Total	170.9	163.6			

Project	Current Status	Next Steps (with dates)
North of Oxford Smart Corridor Improvements, Links and Bus Rapid Transit	Schemes have undergone options appraisal and transport modelling work, building on the Oxford Transport Strategy in Local Plan 4.	Final scheme selection and preliminary design. Dates will depend on HIF funding, as in table above.

Approach to delivery	
<i>Who is going to deliver Summarise delivery partners</i>	CDC, OCC, Highway's England, Developers with the support of various other key stakeholders.
<i>What is the current rate of delivery</i>	See Housing Sites table and Infrastructure Requirements table above.
<i>What is potential rate of delivery through HIF</i>	See Housing Sites table and Infrastructure Requirements table above.
<i>How can we demonstrate that we have been commercial with our negotiation with developers</i>	<p>Negotiations take place to reduce impact as much as possible or if possible provide betterment. S122(2) of the CIL regulations 2010 introduced into law three tests for planning obligations, which should be:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> Necessary to make the development acceptable in planning terms <input type="checkbox"/> Directly related to the development <input type="checkbox"/> Fairly and reasonably related in scale and kind to the development

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HOUSING INFRASTRUCTURE FUND

West Oxfordshire

Part 1 – Housing Ambitions

HOUSING SITES									
Location	No of houses	Delivery dates (without HIF) (Local Plan trajectories)				Delivery dates (with HIF) (Betterment of Local Plan trajectory based on 15% earlier delivery)			
		Up to 2021	2021- 2026	2026- 2031	2031-2036	Up to 2021	2021- 2026	2026- 2031	2031-2036
West Oxfordshire – A40 Corridor	10,201	2995	4262	2944	0	3444	4611	2146	0
<i>Comprising:</i>									
<i>A – Oxfordshire Cotswold Garden Village</i>	2200	0	1100	1100	0	0	1265	935	0
<i>B – West Eynsham</i>	1000	150	525	325	0	173	604	224	0
<i>C – North Witney</i>	1400	0	525	875	0	0	604	796	0
<i>D – East Witney</i>	450	0	225	225	0	0	259	191	0
<i>E – Other Witney & Carterton</i>	5151	2845	1887	419	0	3272	1879	0	0
TOTAL	10201	2995	4262	2944	0	3444	4611	2146	0

Source: West Oxfordshire Local Plan 2031, SUBMISSION DRAFT INCLUDING PROPOSED MODIFICATIONS, November 2016

Allocated Site	Current status and Formal Planning Application ref			Pre-app references
West Oxfordshire – A40 Corridor				
<i>A – Eynsham Garden Village</i>	None			None
<i>B – West Eynsham</i>	None			None
<i>C – North Witney</i>	14/01671/Out –outline application for 200 units for a portion of the site. Status: Under consideration			None
<i>D – East Witney</i>	None			None
<i>E – Other Witney & Carterton</i>	<i>To date:</i>			
	11/1198/P/FP	Springfield Nursery, Curbridge Road Witney	Grant, subject to conditions	
	12/1037/P/FP	Coral Springs (C2) Thorney Leys, Witney	Grant, subject to conditions	
	11/1198/P/FP	Buttercross Works, Witney	Grant, subject to conditions	
	05/2303/P/OP	Land at Northfield Farm, Woodstock Road, Witney	Grant, subject to conditions	
	12/0084/P/OP	North Curbridge (West Witney)	Approve subject to Legal Agreement	
	16/00758/OUT	Standlake Road, Ducklington	Approve subject to Legal Agreement	
	14/1215/P/OP	Burford Road, Witney	Appeal Allowed	
	15/03070/FUL	Dark Lane Witney	Approve	
	15/00647/FUL	Land at Thorney Leys	Approve subject to Legal Agreement	
	13/1465/P/OP	New Road, Bampton	Grant, subject to conditions	
	10/1287/P/OP	Carterton Petrol Station, Upavon Way	Grant, subject to conditions	
	13/0399/P/RM	REEMA North, Carterton	Grant, subject to conditions	
	13/1494/P/OP	Saxel Close, Aston	Approve subject to Legal Agreement	
15/01550/OUT	Land north of Cote Road, Aston	Approve		
13/0249/P/FP	63 Burford Road, Carterton	Grant, subject to conditions		

15/02407/OUT	Brooklands Nurseries, Shilton Road, Carterton	Awaiting decision	
14/0091/P/OP	Land east of Carterton	Awaiting decision	
14/1339/P/OP	Linden House, Kilkenny Lane, Carterton	Approve subject to Legal Agreement	
13/1752/P/FP	Swinbrook Road, Carterton	Grant, subject to conditions	

Grampian condition release (list permission numbers)		
Site	Permission number	Details of Grampian
None at present.		

Local Plan details		
Status	Implications without HIF	Implications with HIF
<p>West Oxfordshire Local Plan</p> <p>The 'Main Modifications' to the Local Plan were submitted to the Planning Inspectorate on 10 March 2017 in accordance with the planning regulations.</p> <p>West Oxfordshire District Council's Local Plan examination hearing sessions have now concluded.</p> <p>Planning Inspector Malcolm Rivett BA (Hons) MSc MRTPI closed the third stage of the hearings on July 20 having focused the session on specific sites as well as the Council's overall housing land supply. He will determine whether or not the plan is 'sound' in light of the representations received and national policy.</p> <p>Inspector's report is anticipated to be published late 2017/early 2018.</p>	<p>Housing trajectory as table 1: Delivery dates (without HIF) (Local Plan trajectories).</p>	<p>Housing trajectory as table 1: Delivery dates (with HIF) (Betterment of Local Plan trajectory based on 15% earlier delivery)</p>

Other Funding (received, submitted, unsuccessful)			
Funding Type	Status	Details	Level
No elements of the HIF Bid have had previous bids or funding secured or received.			

Local Housing Market	
Current status of local housing market (narrative)	<p>West Oxfordshire District Council commissioned a Partial Update of the Oxfordshire Strategic Housing Market Assessment in July 2016, in response to the Inspector's preliminary findings on the Examination of the West Oxfordshire Local Plan.</p> <p>The report is available on the Council's website - http://www.westoxon.gov.uk/media/1572209/HOU18-Oxfordshire-Strategic-Housing-Market-Assessment-Partial-Update-July-2016-.pdf.</p> <p>A second update was published in November 2016 http://www.westoxon.gov.uk/media/1572212/HOU19-Oxfordshire-Strategic-Housing-Market-Assessment-Second-Partial-Update-November-2016-.pdf</p> <p>These reports include an assessment of the local housing market.</p> <p>Three main pieces of evidence suggest that the pressure of demand against supply is relatively high in West Oxfordshire: high house prices, high market rents and poor affordability.</p> <p>In the first quarter of 2016, the mean house price in West Oxfordshire, at £343,190, was well above the England average of £284,826, but close to the South East average of £351,058.</p>

	<p>Average market rents for all types of property, at £870 per month, are also well above national levels of £810 per month.</p> <p>In terms of affordability, the latest information available is for 2015 and this gives an affordability ratio of 11.0, compared with 6.0 in England.</p> <p>In this respect, West Oxfordshire is similar to the other authorities in Oxfordshire which are typified by poor housing affordability.</p>
Affordable housing Market (narrative)	<p>There is a stock of around 1,400 affordable homes in West Oxfordshire. While West Oxfordshire District Council has successfully negotiated affordable housing contributions to add to this stock, this has resulted in just 103 additional affordable housing completions in 2014-15 (representing 26% of the total) and a further 75 (37%) in 2015-16.</p> <p>Excluding existing affordable units that are already in the development pipeline, the total net need for affordable housing is 275 per annum. There is a need for all dwelling sizes, with the greatest requirement being for one and four-bedroom affordable housing.</p> <p>The Local Plan recognises that the proportion of affordable housing required will vary according to location and identifies three affordable housing zones - a high value zone where a 50% contribution from new housing development will be required, a medium value zone where a 40% contribution will be required and a low value zone where the contribution will reduce to 35%.</p> <p>The West Oxfordshire – A40 Corridor bid has the potential to deliver an additional 4,140 affordable homes up to 2031. Completions of affordable housing by location (subject to viability) would be as follows:</p>

	<table border="1"> <tr> <td>West Oxfordshire – A40 Corridor</td> <td>Affordable housing contribution</td> </tr> <tr> <td>A – Oxfordshire Cotswold Garden Village</td> <td>1,100</td> </tr> <tr> <td>B – West Eynsham</td> <td>500</td> </tr> <tr> <td>C – North Witney</td> <td>560</td> </tr> <tr> <td>D – East Witney</td> <td>180</td> </tr> <tr> <td>E – Other Witney & Carterton</td> <td>1,800</td> </tr> <tr> <td>TOTAL</td> <td>4,140</td> </tr> </table>	West Oxfordshire – A40 Corridor	Affordable housing contribution	A – Oxfordshire Cotswold Garden Village	1,100	B – West Eynsham	500	C – North Witney	560	D – East Witney	180	E – Other Witney & Carterton	1,800	TOTAL	4,140										
West Oxfordshire – A40 Corridor	Affordable housing contribution																								
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TOTAL	4,140																								
Sales Values	<p>As part of the evidence to support modifications to the West Oxfordshire Local Plan November 2016 and to inform the Local Plan examination sessions in summer 2017, West Oxfordshire District Council commissioned a second update of its Local Plan and CIL Viability Assessment. This was published in December 2016 and is available on the council's website – http://www.westoxon.gov.uk/media/1572245/viab6-local-plan-and-cil-viability-assessment-with-appendices-%E2%80%93-second-update-december-2016-.pdf</p> <p>The report included a detailed analysis of Land Registry new build achieved values over the previous twelve months for various types and sizes of new homes. This was used to derive updated Market Housing Values for each of the District's three value zones – see Table 1 below.</p> <p>Table 1 – Updated Market Housing Sales Value Assumptions (Aspinall Verdi reference 161021_v2)</p> <table border="1"> <thead> <tr> <th>Area</th> <th>1 bed</th> <th>2 bed</th> <th>3 bed</th> <th>4 bed</th> <th>5 bed</th> </tr> </thead> <tbody> <tr> <td>Carterton (Low Value)</td> <td>£175,000</td> <td>£265,000</td> <td>£300,000</td> <td>£400,000</td> <td>£500,000</td> </tr> <tr> <td>Witney and other Rural (Medium Value)</td> <td>£210,000</td> <td>£295,000</td> <td>£375,000</td> <td>£475,000</td> <td>£575,000</td> </tr> <tr> <td>Cotswolds Belt and Oxford Belt (High value)</td> <td>£245,000</td> <td>£340,000</td> <td>£440,000</td> <td>£550,000</td> <td>£720,000</td> </tr> </tbody> </table>	Area	1 bed	2 bed	3 bed	4 bed	5 bed	Carterton (Low Value)	£175,000	£265,000	£300,000	£400,000	£500,000	Witney and other Rural (Medium Value)	£210,000	£295,000	£375,000	£475,000	£575,000	Cotswolds Belt and Oxford Belt (High value)	£245,000	£340,000	£440,000	£550,000	£720,000
Area	1 bed	2 bed	3 bed	4 bed	5 bed																				
Carterton (Low Value)	£175,000	£265,000	£300,000	£400,000	£500,000																				
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Cotswolds Belt and Oxford Belt (High value)	£245,000	£340,000	£440,000	£550,000	£720,000																				

Part 2: Infrastructure requirements

Project	Cost (£m)	Bid (£m)	Completion date (OxIS)	With HIF – Potential Start date (earliest)	With HIF – Potential Completion date (earliest)
<p>A40 All Mode Smart Corridor</p> <p><i>Includes:</i></p> <p>(1) A40 westbound bus lane from Wolvercote to Eynsham Park and Ride - £12m</p> <p>(2) A40 Duke's Cut road bridge widening over the canals and railway to accommodate cyclists and bus lane - £62.5m</p> <p>(3) A40 Dukes cut – Wolvercote Roundabout - £4.9m</p> <p>(4) A40 Witney – Eynsham dual carriageway to Eynsham Park and ride - £54m</p> <p>(5) Cycle Link between A40 cycleway and NCN Route 5 canal towpath- £2m</p>	135.4	135.4	2031	2018	<p>2026</p> <p>By</p> <p>(1) 2023;</p> <p>(2) 2026;</p> <p>(3) 2025;</p> <p>(4) 2026.</p> <p>(5) 2021</p>
Transport Sub Total	135.4	135.4			

Project	Current Status	Next Steps (with dates)
<p>A40 All Mode Smart Corridor Includes;</p> <ul style="list-style-type: none"> (1) A40 westbound bus lane from Wolvercote to Eynsham Park and Ride* - £12m (2) A40 Duke's Cut road bridge widening over the canals and railway to accommodate cyclists and bus lane - £62.5m (3) A40 Dukes cut – Wolvercote Roundabout**- £4.9m (4) A40 Witney – Eynsham dual carriageway to Eynsham Park and ride - £54m (5) Cycle Link between A40 cycleway and NCN Route 5 canal towpath*** 	<p>Options Appraisal completed.</p> <p><i>* Subject to feasibility</i></p> <p><i>**Duke's Cut – Wolvercote may be delivered through Northern Gateway developments</i></p> <p><i>*** Cycle link identified in A40 ST2 public consultation</i></p>	<p>Feasibility design 2018/19</p>

Approach to delivery	
<i>Who is going to deliver Summarise delivery partners</i>	OCC, West Oxfordshire District Council, Developers with the support of various other key stakeholders.
<i>What is the current rate of delivery</i>	See Housing Sites table and Infrastructure Requirements table above.
<i>What is potential rate of delivery through HIF</i>	See Housing Sites table and Infrastructure Requirements table above.
<i>How can we demonstrate that we have been commercial with our negotiation with developers</i>	<p>Negotiations take place to reduce impact as much as possible or if possible provide betterment. S122(2) of the CIL regulations 2010 introduced into law three tests for planning obligations, which should be:-</p> <ul style="list-style-type: none"> • Necessary to make the development acceptable in planning terms • Directly related to the development • Fairly and reasonably related in scale and kind to the development

HOUSING INFRASTRUCTURE FUND

Didcot Garden Town

Part 1 – Housing Ambitions

Location	No of houses	Delivery without HIF				Delivery dates (with HIF)			
		2021	2026	2031	2036	2021	2026	2031	2036
NE Didcot	1880	350	625	625	280	400	720	760	
Ladygrove East	642					250	374		
Milton Heights	458	282	176			324	134		
West of Harwell	207	163	44			207			
North of Harwell Campus	1000	150	400	450		173	460	377	
Valley Park	4254	350	1500	700	1500	402	1725	1725	402
NW Valley Park	800					345	455		
East of Sutton Courtenay	200						200		
Great Western Park	3300	2874	426			3300			
Didcot A	400	106	294			122	278		
Didcot Gateway	400	200	200			230	170		
Culham	3500	150				300	1250	1250	700
Berinsfield	1700					150	800	750	
SW of Didcot	1000					150	850		
North of NE Didcot	1200						500	700	
Land to the South of A4130	166		166			166			
East of Park Road	135					135			
East of Sandringham Way	375					150	225		
South of Appleford Road	195	195				195			
North of Appleford Road	93						93		
TOTAL	21905	4820	3831	1775	1780	6999	8234	5562	1102

Other developments in Didcot area									
Vauxhall Barracks	300							300	
Hadden Hill	74	74				74			
Rich's Sidings (Didcot Orchard Centre Phase 2)	350	350				350			
East Hagbourne	74	74				74			
Land at Milton Hill	53	53				53			

Site	Current status and Formal Planning Application ref	Pre-app references
NE Didcot	Outline approval for 1880 dwellings (P15/S2902/O)	
Ladygrove East*	P97/W0721/O – no decision issued	P16/S3585PEJ 5.5 hectares (13.5 acres) of commercial development to the southern boundary of the site together with development of circa 500 residential units across the remainder of the site.
Milton Heights	Planning permission for 458 dwellings (P16/V2900/FUL)	
West of Harwell	Planning permission for 207 dwellings (P15/V1504/FUL)	
North of Harwell Campus	Emerging Local Plan allocation for up to 1000 dwellings	
Valley Park	Outline approval for up to 4,254 dwellings (P14/V2873/O)	
NW Valley Park	Local Plan allocation for 800 dwellings	
East of Sutton Courtenay	Local Plan allocation. Refused on drainage and highways grounds (P15/V2353/O)	
Great Western Park	Planning permission for 3,300 dwellings	
Didcot A*	Outline approval for 400 dwellings (P15/V1304/O & P15/S1880/O)	
Didcot Gateway*	Outline approval for 300 dwellings but envisaged the site could take an additional 100 dwellings	
Culham*	Emerging Local Plan allocation for 3,500 dwelling	
Berinsfield	Emerging Local Plan allocation for 2,100 dwellings and regeneration	

SW of Didcot		Speculative development for 1000 dwellings (S17/0013/Preapp)
North of NE Didcot	(need to check with LPA)	
Land to the South of A4130	Outline permission for 166 dwellings (P16/S3609/O)	
East of Park Road, Didcot	Submitted planning application for 135 dwellings (P17/S1965/O)	
East of Sandringham Way		Pre-application for 375 dwellings (ref: P17/S2311/PEJ)
South of Appleford Road	Planning permission for 195 dwellings (P14/V206/RM & P14/V2061/RM)	
North of Appleford Road	Outline permission but subsequently refused as S106 could not be signed due to proposed mitigation and traffic impact (P15/V2933/O)	
Vauxhall Barracks	Emerging Local Plan allocation (MOD release)	
Hadden Hill	Planning permission for 74 dwellings (P14/S4066/FUL)	
Harwell Village	Emerging Local Plan allocation for 100 dwellings	
Rich's Sidings (Didcot Orchard Centre Phase 2)*	Allocated site for 300 dwellings	
East Hagbourne	Submitted planning application for 74 dwellings (P17/S2469/O)	
Land at Milton Hill	Outline permission for 53 dwellings (P13/V0467/O)	

*Housing sites with significant element of employment

Grampian condition release (list permission numbers)		
No Grampians at present but there will need to be associated with Culham & Berinsfield. However, this will need to be discussed with the LPAs		
Also, this could be very sensitive given the status of emerging Local Plans. Other, competing sites could seize upon this...		
Site	Permission number	Details of Grampian
East of Sutton Courtney	P15/V2353/O	No Grampian at present but refusal by LPA due to traffic impact
North of Appleford Road	P15/V2933/O	No Grampian at present but refusal by LPA due to traffic impact
Culham	Emerging allocation	No Grampian at present but traffic modelling associated with P15/V2353/O & P15/V2933/O demonstrates that there is no spare capacity in the network until Culham River Crossing and Clifton Hampden By-pass is in place
Berinsfield**	Emerging allocation and regeneration	No Grampian at present but traffic modelling associated with P15/V2353/O & P15/V2933/O demonstrates that there is no spare capacity in the network until Culham River Crossing and Clifton Hampden By-pass is in place
SW of Didcot, North of NE Didcot, East of Park Road * East of Sandringham Way	Speculative sites (total 2,710 dwellings)	A number of speculative sites have come forward over the past year in Didcot. These would be eminently sensible with the appropriate highway infrastructure. The Didcot network currently suffers from significant delays with only 50% of one strategic site built out. Any additional traffic growth to including those already permitted would create a severe impact on the highway network. Without the HIF funding these would need to be delayed until after 2033. With HIF they could be accelerated to 2026. This could potentially result in an additional 2,710 dwellings, in addition to Local Plan growth, by 2026.

** It is unclear at present what the impact of Berinsfield will be on the local highway network. However, it can be assumed that traffic will be assigned to the congested parts of the network. Oxfordshire County Council is working in partnership with SODC and VWHDC to develop a Paramics model for the Garden area of influence. This model will be ready for the next stage of development if this EOI is successful. This will help to inform future WebTAG business cases.

Local Plan details		
May need to draw upon the ETI work for this. However, the narrative will need to say that we're building a GT micro-sim model to inform triggers to a more detailed level		
Status	Implications without HIF	Implications with HIF
VWHDC Local Plan Pt1 (adopted)	EZs and impact of congestion on employment growth***. Slower house sales?	Full local plan build-out with accelerated delivery of dwellings and jobs with additional dwellings
VWHDC Local Plan Pt2 (emerging – Oxford's unmet need)	Delivery of Unmet need could be compromised	Full local plan build-out with accelerated delivery of dwellings and jobs but crucially delivering much needed dwellings for Oxford's unmet need.
SODC Core Strategy 2026 (adopted)	Slower housing delivery	Full local plan build-out with accelerated delivery of dwellings and jobs with additional dwellings
	Restricted housing delivery	Full local plan build-out with accelerated delivery of dwellings and jobs with additional dwellings to currently planned growth
SODC Local Plan 2033 (including Oxford's unmet need)		

*** The houses that are to be delivered in and around Didcot Garden Town are located within a five mile radius of two Enterprise Zones that are expected to create 13,900 new jobs (excluding construction jobs). An additional 7,200 new jobs are also expected to be created at non-EZ locations in Culham Science Centre, Harwell, Milton Hill and Didcot. Didcot Garden Town therefore represents housing delivery that is directly linked to both new job creation and new infrastructure provision.

Other Funding (received, submitted, unsuccessful)

The narrative will need to detail all past funding and what we have delivered (although this may need some careful thought if we're asking for funding for projects that have already received it e.g. Milton Interchange)

The narrative will need to say how we've borrowed against future BR

Funding Type	Status	Details	Level
Section 31 Grant	Approved	£6.2m contribution towards the estimated £15.4m cost of building Phase 3 of the Didcot Northern Perimeter Road	£6.2m
Section 31 Grant	Approved	£3.08m in two tranches (one of £1.02m in 2015, and one of £2.06m in 2016). To provide capacity for developing plans for Didcot Garden Town and accelerating housing delivery in Science Vale	£3.08m
Section 31 Grant	Approved	To provide additional capacity funding for the delivery of priority actions linked to the Didcot Garden Town Delivery Plan	£155K
Section 31 Grant	Approved	To provide additional capacity funding for the delivery of priority actions linked to the Didcot Garden Town Delivery Plan	£295K
Section 31 Grant	Approved	To provide capacity funding for development of the Berinsfield Community Investment Scheme	£995K
Section 31 Grant	Approved	To promote the development of community housing in Berinsfield	£139.916K
Highways England Pinch Point Funding	Chilton Slips	Access to Enterprise from new development in Didcot by providing north facing slips on A34 at Chilton	?
BRR, City Deal?	HLR	Providing an express link between Didcot (GWP, Valley Park) and Harwell Campus (A34 southbound) to provide access to the Enterprise Zone	?
Highways England Pinch Point Funding	Milton Interchange	Access to housing at Didcot and Milton Park	?
LGF	Unsuccessful	Science Bridge/Clifton Hampden By-pass	N/A

Local Housing Market	
Will need input from the LPA/consultants	
Current status of local housing market (narrative)	<p>As is demonstrated by the tables above, the number of applications and pre-applications submitted within the Didcot Garden Town area is unrelenting. However, without the necessary infrastructure, actual housing delivery will inevitably slow.</p> <p>Within the past few months, South and Vale have undertaken a substantial piece of research into the housing market in the two Districts. This has been used to underpin the development of a new Housing Delivery Strategy for South and Vale. This evidence base can be accessed at <will insert weblink to the Housing Delivery Strategy Background Research document>.</p> <p>Additionally, Chapter 6 of the Didcot Garden Town Delivery Plan document provides an up to date assessment of the issues relating to housing delivery with Didcot Garden Town. This information can be accessed at www.didcotgardentown.co.uk. Appendix D to this document also includes a Socio-Economic Baseline study that contains a significant amount of information relevant to the housing market. The appendices to the Delivery Plan document can be accessed at www.didcotgardentown.co.uk</p>
Affordable housing Market (narrative)	<p>The VWHDC Local Plan sets affordable housing at 35%. On sites currently in the planning system, these are being delivered without exception. The SODC Local Plan (adopted and emerging) affordable housing is set at 40%. These are being delivered with the exception of NE Didcot (25%). There is currently a growing housing register within both districts (3,500 in 2014 to 4,000 in 2016).</p>
Sales Values	<p>Typical sales values at Great Western Park are:</p> <ul style="list-style-type: none"> 1-bedroom home – From £199,950 2-bedroom home – £230,000 - £240,000 3-bedroom home – £335,000 - £360,000 4-bedroom home – £355,000 - £530,000 5-bedroom home - £480,000 - £500,000

Part 2: Infrastructure Requirement

Project	Cost (£m)	Bid (£m)	Completion date (OxIS)	Completion date (earliest)
Didcot Science Bridge & A4130 Dualling	48.2	36.2	2026	2021
Culham to Didcot River Crossing	125.0	125.0	2031	2028?
Clifton Hampden Bypass	16	10	2026	2021
TOTAL	189.2	171.2		

Project	Current Status	Next Steps (with dates)
Didcot Science Bridge & A4130 Dualling	Local Plan scheme	OAR, Prelim design, modelling
Culham to Didcot River Crossing	Local Plan scheme	OAR, prelim design
Clifton Hampden Bypass	Local Plan scheme	OAR

Approach to delivery	
<i>Who is going to deliver? Summarise delivery partners</i>	Oxfordshire County Council, VWHDC, SODC, Highways England, Network Rail, developers, Environment Agency. Historic England
<i>What is the current rate of delivery</i>	More than 1,600 new houses have been built in South and Vale over the past year. There is no reason to doubt an even higher delivery rate can be realised if the proposed infrastructure investment is secured through the HIF. On strategic sites the delivery rate is currently c. 260 homes per year. However, we believe this could be increased to over 300 per year (i.e. delivery could be accelerated by c.15% per annum) if the proposed funding is secured. Since 2012, on average, 268 homes have been delivered at Great Western Park but in 2014/16 completions hit 392.
<i>What is potential rate of delivery through HIF</i>	It is currently deemed realistic that housing delivery could be accelerated by 15% on most sites with HIF. However, on certain sites that are wholly reliant on infrastructure delivery, the sites could be accelerated much quicker. In many instances delivery can be moved into the preceding 5-year period. These sites also help deliver the infrastructure in question by providing contributions/CIL. A number of speculative sites, not part of planned growth, could be brought forward by 10 years. They would not normally be considered until after 2033 (the next Local Plan period). This could be achieved without negatively impacting on employment growth in area. This is of paramount importance with centres of innovation, research and development (Harwell Campus, Milton Park and Culham Science Centre) and two Enterprise Zones being within the area influence (please see map xxx)
<i>How can we demonstrate that we have been commercial with our negotiation with developers</i>	Negotiated with a number of sites collecting £xxx. Removed large sites from CIL to help pay for large infrastructure projects

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CABINET – 19 SEPTEMBER 2017

STAFFING REPORT – QUARTER 1 2017/18

Report by Director of Human Resources

Introduction

1. This report provides an update on staffing numbers and related activity for the period 1 April 2017 to 30 June 2017. Progress will be tracked throughout the year on the movement of staffing numbers from those reported at 31 March 2017 as we continue to deliver our required budget savings. We also continue to track reductions since 1 April 2010 to reflect the impact on staffing numbers via delivery of our Business Strategy and Transformation programme.

Current numbers

2. The staffing number (FTE) as at 30 June 2017 was 3367.20 employed in post. These figures exclude the school bloc. We continue to monitor the balance between full time and part time workers to ensure that the best interests of the Council and the taxpayer are served. The numbers as at 30 June 2017 were as follows - Full time 2463 and Part time 1592. This equates to a total of 4055 employees; 3367.20 FTE employed in post.
3. The changes in staffing numbers since 31 March 2017 are shown in the table below. A breakdown of movements by directorates is provided at Appendix 1.

	FTE Employed	Quarterly Change (FTE)
Q4 (31 March 2017)	3404.86	-15.26
Q1 (30 June 2017)	3367.20	-37.66
Q2 (30 Sept 2017)		
Q3 (31 Dec 2017)		
Q4 (31 March 2018)		

Quarter 1 Update

4. We remain committed to redeploying displaced staff wherever possible. This is getting more difficult as staffing numbers reduce across the Council. There was one employee redeployed this quarter. We will review policy and practice in this area as part of our broader approval process (see paragraph 5).

5. Work is underway with finance colleagues on a review of the HR Approval process to incorporate the alignment of establishment and budget data as part of the approval process. This will ensure that rigorous checks continue to be in place prior to any recruitment, but also give managers more flexibility to determine the types of roles best suited to their service needs while maintaining their establishment budget. An update on this will be provided with the Quarter 2 report.
6. We recognise that operational services are critical and cannot be left without any cover. Prudent use of agency staff is therefore deployed to ensure continuity of service. In common with all employers, the council deploys agency staff as cover for instances of maternity leave, illness and short-term gaps in recruitment where a permanent replacement is not due to arrive until sometime after an employee has left. Agency spend remains significant but is continuing to reduce this quarter as indicated in paragraph 7 below.
7. The cost of agency and consultancy staff this quarter is reported as £2,022,880, a reduction on last quarter of 14% (Quarter 4 2016/17 spend was £2,357,170). A review of all temporary arrangements across the Council, including the use of agency is continuing and we are currently undertaking a tendering exercise to appoint a single supplier to provide all of our agency requirements which will strengthen control of spend.
8. We will continue to track progress on staff number movements during the year ahead. The overall reduction in FTE employed since 1 April 2017 is 1.1%. The Council has seen a reduction of 1917 FTE (36.27%) employed since 31 March 2010.

Accountability

9. Staffing numbers continue to be monitored rigorously. All requests for recruitment continue to be reviewed by the HR Business Partners and Directorate Leadership Teams. Only posts which are considered business critical will be authorised.

Recommendation

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

STEVE MUNN
Director of Human Resources

31 August 2017
Contact Officer: Sarah Currell, HR Manager (Business Systems),
07867467793.

STAFFING REPORT 30 JUNE 2017

	FTE Employed at 30 June 2017	Changes in FTE Employed since 1 April 2017	Cost of Agency Staff * £
DIRECTORATE			
PEOPLE	1755.90	-4.35	1,349,790
Childrens	1092.2	8.17	
Adults	641.0	-11.12	
Public Health	22.68	-1.4	
COMMUNITIES*	798.5	83.47	244,962
Communities exc FRS	475.3	95.16	
FRS and Community Safety	323.2	-11.69	
RESOURCES*	812.8	-116.78	428,128
TOTAL	3367.20	-37.66	2,022,880

* Reorganisation of Business Development across Resources and Communities, creating a new Service Area, Property and Investments within communities and a Project Management Office in Resources

Please note: Where employees are absent eg on maternity leave or long term sick and have been temporarily replaced, both the absent employee and the temporary employee will have been counted.

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Division(s): N/A

CABINET – 19 SEPTEMBER 2017

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 17 October 2017	
<ul style="list-style-type: none"> <p>▪ Delegated Powers - October 2017 To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.</p> 	Cabinet, Leader 2017/062
<ul style="list-style-type: none"> <p>▪ Corporate Plan 2017-2021 The draft corporate plan is presented to Cabinet for approval prior to recommendation to Council for adoption in November. The focus for the delivery of the plan is 2016-18.</p> 	Cabinet, Deputy Leader 2017/107
<ul style="list-style-type: none"> <p>▪ Governance Review To consider a response to the resolution of Full Council on 11 July 2017.</p> 	Cabinet, Deputy Leader 2017/094
<ul style="list-style-type: none"> <p>▪ Business Management & Monitoring Report for Quarter 1 - 2017/18 - October 2017 To note and seek agreement of the report.</p> 	Cabinet, Deputy Leader 2017/061
<ul style="list-style-type: none"> <p>▪ Review of Highway Maintenance Policies To seek approval of the policies.</p> 	Cabinet, Environment 2017/105
<ul style="list-style-type: none"> <p>▪ 2017/18 Financial Monitoring & Business Strategy Delivery Report - August 2017 Financial report on revenue and capital spending against budget allocations, including virements between budget heads and any necessary capital programme approvals.</p> 	Cabinet, Finance 2017/060
<ul style="list-style-type: none"> <p>▪ ICT Services - Future Service Delivery Model To consider options and seek agreement of future ICT sourcing and delivery arrangements.</p> 	Cabinet, Finance 2017/106

- **Promotion of Council Land for Development - Eynsham Garden Village** Cabinet, Property & Cultural Services
2017/104

To seek approval for the County Council to enter into agreements with third party land owners to collaborate and promote their land as part of a joint development. Approval required to incur costs associated with securing planning consent which will be offset against future capital receipts.
- **Director of Public Health Annual Report 2016/17** Cabinet, Public Health & Education
2017/063

An Annual Report is a statutory duty of Director's of Public Health and it is a duty of the County Council to publish the report.

The Director of Public Health for Oxfordshire will present his Annual Report for 2016/17.

Cabinet Member for Adult Social Care, 17 October 2017

- **Daytime Support Grants - October 2017** Cabinet Member for Adult Social Care,
2017/108

To seek agreement of the award of Daytime Support Grant Funding, as per the agreed decision making process.

Cabinet Member for Environment, 12 October 2017

- **Proposed Disabled Parking Bays - Cherwell and Oxford** Cabinet Member for Environment,
2017/078

To seek approval of the proposals.
- **Public Realm Improvements by Radcliffe Observatory Quarter - A4144 Woodstock Road, Oxford** Cabinet Member for Environment,
2017/026

To seek approval of the proposals.
- **Proposed Amendments to Cycle Tracks and Waiting Restrictions - Access to Headington Scheme** Cabinet Member for Environment,
2017/007

To seek approval of the proposals.
- **Proposed Double Yellow Lines - Mill Road, Shiplake** Cabinet Member for Environment,
2017/051

To seek approval of the proposals.
- **Proposed Waiting Restrictions - Radley Station, Radley** Cabinet Member for Environment,
2017/029

To seek approval of the proposals.

- | | |
|---|---|
| <ul style="list-style-type: none"> ▪ Proposed Double Yellow Lines - Hawksworth and Collett, Didcot
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/044</p> |
| <ul style="list-style-type: none"> ▪ Proposed Waiting Restrictions - Greenwood Meadow and Station Road, Chinnor
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/034</p> |
| <ul style="list-style-type: none"> ▪ Proposed Amendments to Waiting Restrictions and Bus Gate - Access to Headington Scheme
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2016/138</p> |
| <ul style="list-style-type: none"> ▪ Proposed Double Yellow Lines - Cromwell Way and Water Eaton Lane, Gosford
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/046</p> |
| <ul style="list-style-type: none"> ▪ Proposed 30mph Speed Limit Extension - B4016 Appleford Road, Sutton Courtenay
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/054</p> |
| <ul style="list-style-type: none"> ▪ Proposed Speed Limit - A417 Wantage to Lockinge
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/055</p> |
| <ul style="list-style-type: none"> ▪ Proposed Extension to Double Yellow Lines - Rock Road, Carterton
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2016/135</p> |
| <ul style="list-style-type: none"> ▪ Proposed Amendments to Parking Restrictions - Frenchay Road, Oxford
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2016/083</p> |
| <ul style="list-style-type: none"> ▪ Proposed Waiting Restrictions, Double Yellow Lines and Disabled Bay - Chilton Field Estate, Chilton
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2016/136</p> |
| <ul style="list-style-type: none"> ▪ Proposed 30mph Speed Limit - The Hale, Chesterton
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/022</p> |
| <ul style="list-style-type: none"> ▪ Proposed Relocation of a Toucan Crossing and Right Turn Ban - Bicester Road, Gosford
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/024</p> |
| <ul style="list-style-type: none"> ▪ Proposed Loading Bay - School Lane, Grove
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2017/025</p> |

- **Proposed Area Weight Limit - Burford**

To seek approval of the proposals.

Cabinet Member
for Environment,
2017/021

- **Amendments to Parking Order - Water Eaton Park & Ride, Gosford**

To seek approval of the proposals.

Cabinet Member
for Environment,
2017/047