



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 December 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

December 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 Friday 29 December 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: 23 January 2018

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 - 10)

To approve the minutes of the meeting held on 28 November 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. 2017/18 Financial Monitoring & Business Strategy Delivery Report - October 2017 (Pages 11 - 58)

Cabinet Member: Finance

Forward Plan Ref: 2017/081

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

Tel: 07584 909518

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

The report is the third financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of October 2017. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring and update is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) note the Virements set out in Annex 2b;***
- (d) approve the bad debt write offs set out in paragraphs 37 to 40;***
- (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) approve the contractual commitment for construction of the new Secondary School in South West Bicester, with a total budget of £16.0m;***
- (h) delegate to the Director of Finance and Strategic Director for Communities in consultation with the Leader of the Council to approve the stage 2 Full Business Case and the award of the construction contract for the new Secondary School in South West Bicester;***
- (i) approve the total project budget of £15.8m, including the release of £4.2m towards the delivery of the slip road at A34/A4183 junction at Lodge Hill; and***
- (j) approve an increase in the capital programme to reflect the budget for the master site plans for Drayton and Deddington Depots to £4.5m and delegate authority to the Director of Finance on the funding option to support the capital investment.***

7. Service & Resource Planning Report - 2018/19 - December 2017 (Pages 59 - 162)

Cabinet Member: Finance

Forward Plan Ref: 2017/082

Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring)
Tel: 07584 909518

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

The report is the second in the series on the Service & Resource Planning process for 2018/19 which will culminate in Council setting a budget for 2018/19 and a medium term financial plan to 2021/22 in February 2018. The report sets out the:

- new financial strategy principles;
- new improvements and investments plus pressures and savings for 2018/19 and the medium term;
- key announcements of the Autumn Budget announced on 22 November 2017;
- review of charges for 2018/19; and
- capital programme portfolios for 2018/19 to 2027/28.

Cabinet is RECOMMENDED to take the issues set out in the report into consideration in forming their proposed budget for 2018/19, Medium Term Financial Plan to 2021/22 and Capital Programme to 2027/28.

8. Oxfordshire Minerals and Waste Development Scheme 2017 (Pages 163 - 200)

Cabinet Member: Environment

Forward Plan Ref: 2017/130

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel (01865) 815544

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

The County Council must prepare and maintain a Minerals and Waste Development Scheme, setting out the programme for production of the Minerals and Waste Local Plan. The original Oxfordshire Minerals and Waste Development Scheme came into effect in May 2005 and a number of revisions have been made since then, most recently in February 2016. Part 1 of the Plan, the Core Strategy was adopted in September 2017 but the prolonged examination of that plan has delayed commencement of work on Part 2 of the Plan - the Site Allocations. The timetable for preparation of the Site Allocations plan in the most recent revision of the Development Scheme is therefore now out of date. A further revision of the Development Scheme is therefore now required.

The revised programme for the Site Allocations plan shows work having commenced in September 2017; consultation on site options in June 2018; consultation on a draft plan in January 2019; publication in September and submission for examination in December 2019; and the plan being adopted by the Council by November 2020.

The Cabinet is RECOMMENDED to

- (a) approve the Oxfordshire Minerals and Waste Development Scheme (Eighth Revision) 2017 at Annex 1, subject to final detailed amendment and editing, to have effect from 8 January 2018;***
- (b) authorise the Director for Planning & Place to:***
 - (i) carry out any final detailed amendment and editing of the Oxfordshire Minerals and Waste Development Scheme that may be necessary, in consultation with the Cabinet Member for Environment;***
 - (ii) take the necessary steps to bring the revised Scheme into effect from 8 January 2018 and publish the revised Scheme, in accordance with Sections 15 and 16 of the Planning and Compulsory Purchase Act 2004 (as amended).***

9. Oxfordshire Local Aggregate Assessment 2017 (Pages 201 - 296)

Cabinet Member: Environment

Forward Plan Ref: 2017/129

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544

Report by Director for Planning & Place (**CA9**).

Government planning policy in the NPPF requires the County Council to prepare an annual Local Aggregate Assessment (LAA). The LAA establishes the amount of provision for mineral working that should be made in the Minerals and Waste Local Plan and it can also be a material consideration in the determination of planning applications for mineral working. The current LAA 2014 was approved by the Cabinet in November 2014. It set provision levels for sharp sand and gravel and crushed rock higher than the 10 year sale average. It provides the basis for the levels of provision for mineral supply in policy M2 of the Core Strategy (Part 1 of the Minerals and Waste Local Plan) which was adopted in September 2017.

Updated information on sales and reserves of aggregates in Oxfordshire, for 2014, 2015 and 2016, is now available. Following the adoption of the Core Strategy, a revised LAA should now be produced, taking into account this more up to date information.

Sales of sharp sand and gravel increased in 2014 and 2015 but fell back in 2016, and there was a further fall in the 10 year sales average. Sales of soft sand and crushed rock increased above the LAA 2014 provision levels. Notwithstanding this new information, it is considered that the approach and methodology used in the LAA 2014 continues to be robust and defensible and that the resultant analysis and conclusions continue to hold; and that the provision levels in the LAA 2014 continue to be appropriate and should be carried forward in the revised LAA 2017. It is considered to be too early in the monitoring period for the Core Strategy to change the LAA provision levels. A revised draft LAA 2017 is put forward on this basis.

The Cabinet is RECOMMENDED to

- (a) approve the Oxfordshire Local Aggregate Assessment 2017 at Annex 1 for use as the basis for provision for mineral working in the Oxfordshire Minerals and Waste Local Plan and for calculating the Oxfordshire landbank;***
- (b) authorise the Director for Planning and Place in consultation with the Cabinet Member for Environment to make any necessary minor corrections and amendments and publish the Oxfordshire Local Aggregate Assessment 2017 on the Council website.***

10. Forward Plan and Future Business (Pages 297 - 300)

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.

This page is intentionally left blank

CABINET

MINUTES of the meeting held on Tuesday, 28 November 2017 commencing at 2.00 pm and finishing at 2.52 pm

Present:

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

Other Members in Attendance: Councillor Helen Evans (Agenda Item 7)
Councillor Bob Johnson (Agenda Item 6)
Councillor Laura Price (Agenda Item 10)
Councillor John Sanders (Agenda Item 6)

Officers:

| | |
|------------------|---|
| Whole of meeting | Nick Graham (Director of Law & Governance); Sue Whitehead (Resources Directorate) |
| Part of meeting | |
| Item | Name |
| 6 | Owen Jenkins, Director for Infrastructure Delivery |
| 7 | Joseph Turner (Treasury Management & Pension Investment) |
| 8 | Sarah Jelley, Senior Policy and Performance Officer |
| 9 | Lucy Butler, Director for Children's 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.

83/17 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor Steve Harrod.

84/17 MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 17 October 2017 were approved and signed as a correct record.

85/17 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor Howson had given notice of the following question to Councillor Constance:

“The speed humps installed 25 years ago in Kingston Road, when Honorary Alderman Dermot Roaf was county councillor for that part of North Oxford, are no longer an effective deterrent, partly due to higher ground clearances in modern commercial and private vehicles. Since the closure of Beaumont Street, after the fire at the Randolph Hotel, the St Margaret’s Road and Kingston Road route to Worcester Street has become a favoured alternative route through Oxford. This has resulted in more speeding vehicles on Kingston Road, despite the traffic calming measures already in place.

Would the Cabinet Member ask officials to conduct both a speed check of traffic using Kingston Road and also to devise a scheme to reinforce the speed humps in order to deter through traffic and the users of the road that regularly ignore the speed limit. Any scheme should also aim to make the road safer for the many cyclists that currently use it.”

Councillor Constance replied:

“The regular monitoring of traffic flows on Kingston Road undertaken shows no obvious upward trend in recent years. However, there is no recent speed survey data so I will commit to getting this carried out. Before any commitment can be made as to whether or not to implement initiatives to help manage speed though, I would wish to see the results of this speed survey.”

Supplementary: Asked whether the Cabinet Member would also consider trying to measure type and weight of vehicles using the road, Councillor Constance replied that she would see what can be done

Responding to a question from Councillor Heathcoat as Deputy Leader as to why Councillor Howson had not gone direct to officers, but brought the question to Cabinet he replied that the issue of speeding was raised at a public meeting and he would have raised the question at the Cabinet Member's delegated decisions meeting but already had a question down for answering. In view of the public interest in the issue within Councillor Howson’s division, he wished to ask the question and receive an answer in a public forum.

Councillor Emily Smith had given notice of the following question to Councillor Hudspeth:

"How will elected members and members of the public be involved in the development of the Joint Spatial Plan for Oxfordshire? Given that the County, City and Districts have different community involvement policies,

which body will be responsible for coordinating public engagement to ensure consultation is meaningful and the process is transparent?"

Councillor Hudspeth replied:

Appropriate decision-making arrangements for developing the Joint Statutory Spatial Plan (JSSP) have yet to be finalised; an appropriate governance structure will be jointly devised by the County and District Councils, through the Oxfordshire Growth Board.

The JSSP will be a statutory plan and therefore subject to statutory consultation. A Joint Statement of Community Involvement (SCI) will be developed in the early stage of the plan-making process; this will set out the detailed consultation plan and consultation will be required to be undertaken at the following stages:

- The scoping of evidence, in particular the Strategic Environmental Assessment
- The scoping of the key issues facing Oxfordshire and the options for addressing them
- Preferred options & emerging strategy
- The draft pre-submission (Reg19) plan – ahead of the JSSP being submitted to the Inspectorate for examination

Councillor Roberts had given notice of the following question to Councillor Hudspeth

"Does the Leader of the Council consider the £150 million identified for infrastructure in the Budget to be adequate, given the current congestion on our roads, and the number of houses that are planned for Oxfordshire?"

Councillor Hudspeth replied:

"The £150m funding for infrastructure, though very welcome, is a starting point in terms of being able to support Oxfordshire's growth – it will help get us through the next few years, but we have a longer term plan based around our newly agreed Oxfordshire Infrastructure Strategy which sets out what we need beyond that. The funding is spread over a 5 year period and we will be working with our City and District partners to obtain the best value for money. This is a clear indication from Central government that it recognises that Oxfordshire councils can work together to deliver infrastructure; I am confident that this will boost our chances of being successful in the future."

Supplementary: Councillor Roberts enquired what level of funding was required given the £150m was referred to as a starting point. Councillor Hudspeth highlighted the £7b funding made available nationally that was split between a number of agencies including Network Rail and Highways England.

Responding to a question from Councillor Heathcoat as to the figure Councillor Roberts considered adequate she replied that she did not know but that her original question was valid when it was considered that the budget of the Cambridge-Oxford Expressway was several billion pounds. Councillor Hudspeth clarified that the funding for the Expressway and the growth funding were not connected.

Councillor Roz Smith had given notice of the following question to Councillor Gray:

"I am pleased that decisions on the local community fund grant applications were devolved to locality boards, although the fact that the published deadline differed from what was originally communicated for Oxford did cause unnecessary confusion. Could the cabinet member explain how, and by whom, expenditure of the grant monies will be monitored, against what was proposed in each applicant's grant application."

Councillor Gray replied:

"I understand you attended the Oxford Locality meeting in July when the majority of councillors agreed that a strategic approach to allocating funds in the City would be taken where possible, and applications would be considered at the September Oxford Locality meeting. This was to ensure there was sufficient time for successful applicants to spend the money before March 2018. I also understand this approach was publicised on the Council's website, that interested community groups were notified and councillors were provided with a suggested statement to use when communicating with groups in their division. I am pleased to learn that the full £50,000 of funding has since been allocated to community groups in the City following your September Locality meeting. I appreciate some confusion may have been caused with a later deadline date published on the generic application form, however it has always been the intention to be clear to organisations intending to bid that they should be aware of the local variation.

Successful applicants are expected to comply with any monitoring request, which will include receipts detailing how money has been spent, reports and evidence of project activities, and feedback from people impacted by the project. All projects are subject to review and successful applicants are encouraged to keep the Policy Team informed of their project's progress and any setbacks incurred. Monitoring will be undertaken by the Accountable Officer Sarah Jelley post March 2018 and include a financial return from the organisations. A monitoring report will be made available for Councillors. As with any grant the County Council awards, Councillors can be assured that any unspent monies will be recovered by the County Council."

Supplementary: Councillor Roz Smith confirmed that some organisations had still worked on the later date because that was the date on the grant form. Councillor Roz Smith asked where only part of a bid was funded whether there would be a subsequent agreement on how the monies allocated were

spent. He asked whether she could meet with him to discuss. Councillor Gray undertook to provide an answer

86/17 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The Leader of the Council had agreed the following requests to address the meeting:-

Item 6. Review of Highway Maintenance Policies - Councillor Bob Johnson, local councillor for Kennington & Radley
Councillor John Sanders, Shadow Cabinet Member for Environment

Item 7. Treasury Management Mid Term Review - Councillor Helen Evans, Shadow Cabinet Member for Finance

Item 8. Transition Fund for Community Initiatives for Open Access Children's Services Round 4 - Councillor Liz Brighthouse (did not speak)

Item 9. Chiltern Edge School - Dave Robinson, Save Our Edge campaign
Moir Green, Headteacher of Chiltern Edge

Item 10. Staffing Report - Councillor Laura Price, Opposition Deputy Leader

87/17 REVIEW OF HIGHWAY MAINTENANCE POLICIES

(Agenda Item. 6)

The County Council's current Highway Maintenance Policy and Strategy are based on the old National Code of Practice for Highway Maintenance (Well Maintained Highways) which has now been superseded by the new Code of Practice, 'Well-managed Highway Infrastructure', commissioned by DfT and published in late 2016.

Refreshing the policies and supporting principles will underpin improvements in the effectiveness of highway maintenance delivery, and assist in meeting planned savings in the delivery of frontline services and to maximise funding Through the DfT Incentive Fund process. Cabinet considered a report that set out a draft policy for approval together with recommendations for a future approach.

Councillor Bob Johnston, local councillor for Kennington & Radley referred to the diagram on page 26 and stated that he was anxious to ensure that the road closures for Armistice Day ceremonies would be able to continue. Councillor Hudspeth commented that this was a high level document but that local services were held across the County which he expected would be accommodated.

Councillor John Sanders, Shadow Cabinet Member for Environment, noted that there were still other documents to come forward and he queried when

and how councillors would get oversight of these additional documents. He was assured that councillors would get oversight and that an advisory group was to be set up.

Councillor Constance, Cabinet Member for Environment, moved the recommendations. Owen Jenkins highlighted that the policy set out very new thinking. The policy provided a core statement and a set of underpinning principles and it would take a couple of years through the proposed CAG to review all the documents. What was proposed was a risk based, targeted spend that should reflect local need, with greater local engagement.

During discussion Cabinet welcomed that the policies and procedures were to be shortened. In response to a query as to how local engagement would be achieved and local knowledge fed in to the procedures Owen Jenkins stated that they would be looking to the CAG to consider that.

RESOLVED: to:

- (a) approve the draft Highway Infrastructure Management Policy;
- (b) agree to the arrangements for sign-off of other documents as set out in the report; and
- (c) establish a Cabinet Advisory Group as set out in the report.

88/17 TREASURY MANAGEMENT MID TERM REVIEW (2017/18)

(Agenda Item. 7)

Cabinet considered a report that set out the Treasury Management activity undertaken in the first half of the financial year 2017/18 in compliance with the CIPFA Code of Practice. The report included Debt and Investment activity, Prudential Indicator monitoring and forecast interest receivable and payable for the financial year.

Councillor Helen Evans, Shadow Cabinet Member for Finance, acknowledged the strong performance of the Treasury Management Team and understood that the budget principles would be reviewed prior to the Council budget. Councillor Evans queried the impact of Brexit on treasury management strategy and whether the uncertainty made planning difficult. Councillor Evans requested that a report be prepared either for Cabinet or the Audit & Governance Committee. She also queried the lack of ethical investment.

Councillor David Bartholomew, Cabinet Member for Finance, replied to the comments made and expressed his satisfaction that performance against budget was good. He hoped that would continue and although it was right to ask questions if we were underperforming he would continue to take a cautious approach. The risk around Brexit was being considered and would be reported to the Audit & Governance Committee. On ethical investment policy there was nothing very specific. The primary objective was the security

of investments that led to investment being with banks, building societies and some external funds.

Councillor Bartholomew introduced the contents of the report and moved the recommendations.

RESOLVED: to:

(a) note the report; and

(b) RECOMMEND Council to approve the revision to the Treasury Management Strategy Statement & Annual Investment Strategy 2017/18.

89/17 TRANSITION FUND FOR COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES ROUND 4

(Agenda Item. 8)

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support the provision of open access children's services. In September 2017 Cabinet agreed the proposed use of the underspend for further rounds of grant funding. Cabinet had before them a report setting out the recommendations of the cross party group of councillors following their consideration of the applications received against the criteria outlined in the guidance notes.

RESOLVED: to:

(a) Approve for funding the following bids:

- (a) Leys Community Church
- (b) Slade Nursery School

(b) Ask that further work is conducted to develop more robust business plans and reapply for funding under the next round of applications:

- (a) Dovecote Voluntary Parent Committee
- (b) Sutton Courtney Stay and Play Group

90/17 CHILTERN EDGE SCHOOL - PROGRESS REPORT

(Agenda Item. 9)

Chiltern Edge School has been placed in Special Measures following an Ofsted rating of 'Inadequate'. On 18 July 2017 Cabinet considered a report on a consultation into the future of Chiltern Edge School, and resolved to commission 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. Cabinet considered a further report on the progress identified by the external review.

Dave Robinson, Save Our Edge campaign spoke as a parent and former teacher in support of keeping the School open. He outlined the actions that had been taken by the campaign including taking over the running of the Parent Teacher Group. He stressed that since the earlier report the school was improving and the potential was clear. He commended the strong leadership provided by the headteacher.

Moir Green, Headteacher of Chiltern Edge School highlighted the effect on the children at the School of living with uncertainty over its future. The children were fiercely loyal to the School and she asked that this uncertainty be removed. Ms Green outlined the actions taken by the School and the progress made in all areas. Councillor David Bartholomew referred to the level of concern raised with him as a local councillor at the beginning of May and his admiration for everything that had been achieved in such a short space of time.

Councillor Hilary Hibbert-Biles, Cabinet Member for Public Health & Education in moving the recommendations emphasised that the School had made progress in all the areas outlined in the earlier report. The Inspectors agreed that there were green shoots of recovery. She referred to the fantastic job by Ms Green and that she wanted to see the School move forward strongly. Councillor Stratford proposed an additional recommendation recognising the work of the headteacher and parents.

RESOLVED: to:

- (a) note the content of the external review of progress made by the school towards addressing the weaknesses identified by Ofsted;
- (b) note the progress made by the school in creating an in year balanced budget;
- (c) note progress made in identifying an appropriate academy sponsor for the school;
- (d) resolve not to publish a statutory notice proposing closure of Chiltern Edge School; and
- (e) Cabinet recognises and supports the leadership of the new headteacher and the wonderful job that parents have done for the children at the school.

91/17 STAFFING REPORT - QUARTER 2 - 2017

(Agenda Item. 10)

Cabinet considered a report giving an update on staffing numbers and related activity during the period 1 July 2017 to 30 September 2017. It give details of the actual staffing numbers at 30 September 2017 in terms of Full Time Equivalents. In addition, the report provided information on the cost of posts being covered by agency staff and an Agency Trend analysis.

Councillor Laura Price, Opposition Deputy Leader, in recognising the scale of the reduction in staff that the Council has had to make in challenging times, stressed the need to retain and maintain the staff we have and welcomed the Capita staff coming back in house. Councillor Price noted that consultancy spend had gone up and noted the new arrangement with Comensura. It was important to ensure the expected delivery was achieved. Responding to a request to see the contract framework Councillor Judith Heathcoat, Deputy Leader replied that it would be shared with Political Group Leaders once the contract had started.

Councillor Heathcoat moved the recommendations.

RESOLVED: to note the report.

92/17 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 11)

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

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

..... in the Chair

Date of signing

This page is intentionally left blank

CABINET – 19 DECEMBER 2017

2017/18 FINANCIAL MONITORING & MEDIUM TERM FINANCIAL PLAN DELIVERY REPORT

Report by the Director of Finance

Introduction

1. This is the third financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of October 2017. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring and update is included at Part 3.

Summary Position

2. The forecast directorate variation is an anticipated overspend of +£11.0m or +2.7% against a net budget of £412.2m as shown in the table below. Whilst management action may reduce the anticipated overspend it is expected that the use of contingency and general balances will be required to bring the budget into balance by the year-end. The report to Cabinet at the same time last year anticipated an overspend of +£5.6m. The final year end position for 2016/17 was an under spend of -£1.0m.
3. Despite putting an additional £7.8m into the budget for Children's Services in 2017/18 for Children's Social Care and Special Educational Needs (SEN) Home to School Transport due to significant demand increases, both services are experiencing continuing rises in demand and are forecasting overspends. It is acknowledged that the continuing rising demand is not sustainable and that there is a need to refocus work on earlier intervention wherever possible. 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 with a financial impact expected in 2018/19.

| Directorate | Latest Budget 2017/18 £m | Forecast Outturn 2017/18 £m | Forecast Outturn Variance 2017/18 £m | Forecast Outturn Variance 2017/18 % |
|--------------|--------------------------------|--------------------------------------|--|---|
| People | 301.0 | 310.6 | +9.6 | +3.0% |
| Communities | 93.2 | 94.1 | +0.9 | +1.0% |
| Resources | 18.0 | 18.5 | +0.5 | +3.0% |
| Total | 412.2 | 423.2 | +11.0 | +2.7% |

4. The following annexes are attached:

| | |
|---------|---|
| Annex 1 | Original and Latest Estimates for 2017/18 |
| Annex 2 | 2017/18 Virements & Supplementary Estimates |
| Annex 3 | Treasury Management Lending List |
| Annex 4 | Forecast Earmarked Reserves |
| Annex 5 | Forecast General Balances |
| Annex 6 | Capital Programme Monitoring |
| Annex 7 | Updated Capital Programme |

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

Part 1 - Revenue Budget

People

6. The People Directorate consists of Children's Services, Adult Services and Public Health. The directorate is forecasting an overall overspend of +£9.6m, which represents a variation of +3.0% against the budget.

People – Children's Services

7. Children's Services is forecasting an overspend of +£8.6m which represents a variation of +7.9% against a budget of £108.4m. In addition, an overspend of £3.5m on Dedicated Schools Grant (DSG) funded services is forecast.

Education and Learning

8. As previously reported an overspend of +£1.0m is forecast by the service.

Home to School Transport is forecasting an overspend of +£0.7m relating to a higher rise in the number of children with special educational needs than forecast and an increase in the number of children who need a passenger assistant. A number of measures are to be implemented in this financial year that are expected to reduce this overspend in the longer term. These include provision of independent travel training and implementation of an improved eligibility process.

9. SEN is reporting an overspend of +£0.3m relating to a saving which is not expected to be achieved due to the pressures within this service at this time. The £0.3m relates to three savings agreed for 2017/18, which focussed on reducing spend support and management costs within the SEN service. Since the savings were agreed there has been a significant increase in demand on the SEN service and it hasn't been possible to meet these savings in 2017/18

Children's Social Care

10. Children's Social Care is forecast to overspend by +£7.6m (+10.9%) an increase of £0.2m since the last report.
11. As a result of the significant increase in the number of children becoming looked after over the last two years, additional ongoing funding of £5.3m

was agreed by Council in February 2017 as part of the 2017/18 budget and medium term plan. This additional funding has in the main addressed the 2016/17 underlying overspend of £5.9m¹. However, the growth in the number of children requiring services from Children's Social Care is continuing in 2017/18 and is increasing workloads and placement numbers across most services. At 31 October 2017, there were 704 looked after children compared to 667 at 31 March 2017.

12. An overspend is forecast on Corporate Parenting and External Placements of +£5.3m, which reflects the increased number of children looked after and therefore placements. In house provision is not able to meet this increase in demand, which has led to an increased use of external provision, particularly independent fostering agencies. These placements are significantly more expensive than in house options, with a national shortage of placements increasing this pressure. A programme has been established with the aim of addressing the demand and needs of looked after children over the medium-term, however due to the current level of demand and the time needed to deliver the changes there is not expected to be a significant financial impact in the current year.
13. The remainder of the overspend is due to: an overspend on Leaving Care of +£0.4m due to an increased number of Care Leavers placements, linked to the increase in looked after children, an overspend of +£1.0m on Unaccompanied Asylum Seekers, where the grant funding received from the Home Office is not sufficient to reimburse the full cost of many of the placements, and an overspend of +£1.0m on placements for children with disabilities, due to increasing complexity and therefore cost of these placements.
14. The forecasts above are based on the assumption that demand continues to grow at the same pace as recent years. A number of actions are planned to manage demand, with the aim to bring this budget back to a balanced position over the medium-term.

Dedicated Schools Grant (DSG)

15. There is a forecast overspend of +£3.5m for SEN, an increase of +£0.6m since the last report. The overspend predominantly relates to a significant increase in the number of out of county placements. The increase since the last report reflects 15 new placements being made during this period. A range of actions is being taken to minimise costs in the service including: reviews of the SEN and Early Years SEN services; local authority support for new special free school applications; more capital schemes, including the provision of additional classrooms in special schools and new resource base provision. The increase from the previous report relates to the decrease in an underspend within the SEN Post 16 Colleges budget.
16. Any overspend needs to be set against DSG underspends, carried forward to 2018/19, or funded by the Local Authority. At this time, there are not any forecast underspends elsewhere in DSG and it is expected that this overspend will need to be carried forward into 2018/19.

¹ This was reduced to £3.9m by one-off use of reserves and contingency

17. The pressures in SEN Out of County Placements are expected to continue and increase in future years. From 2017/18, early years DSG is ring-fenced and the expected National Schools Funding Formula is likely to ring-fence the Schools block making it increasingly difficult to manage such overspends within DSG going forward.

People – Adult Services

18. Adult Services is forecasting an overspend of +£1.0m at this stage of the year against a net council budget of £192.6m.

Better Care Fund Pool

19. The Better Care Fund Pool is forecast to overspend by +£0.3m of which +£0.2m is the Council's share under the risk share arrangements. Within this position, Council commissioned services are forecast to underspend by -£0.5m. This primarily reflects market capacity for home support with total hours delivered remaining broadly stable rather than increasing as budgeted. The Council is continuing to make care home placements at an average of 13 per week. Work is continuing to understand and quantify potentially significant emerging pressures on the forecast expenditure for Continuing Health Care on the health side of the pool. This is not included in the forecast to the end of October but an update will be provided in the next report.

Adults with Care and Support Needs Pooled Budget

20. The Adults with Care and Support Needs Pooled Budget has a forecast overspend of +£1.9m of which +£1.7m falls to the County Council under the risk share arrangements. The majority of the overspend relates to the Learning Disabilities budget which is forecast to overspend by +£1.5m. There were a number of new high cost placements and also some high cost packages for service users transitioning from Children's Social Care late in 2016/17 which have impacted on the forecast. There is also a forecast overspend of +£0.4m for the health Acquired Brain Injury budget. This is due to activity above the budgeted levels. The forecast this month includes one person who has transferred from 100% Continuing Health Care funding with the Better Care Fund Pool due to improvement in the person's rehabilitation potential.

Adult Social Care Non-Pool

21. There is a forecast net underspend of -£0.8m for Adult Social Care services outside of the Pools. This includes a forecast overspend of +£0.4m on the Emergency Duty Team and Approved Mental Health Professional Specialists service due to short-term use of agency staff whilst the new structure that was consulted on earlier in 2017 is implemented. The Deprivation of Liberty Safeguards service is contributing an underspend of -£0.2m due to posts being held vacant within the team.
22. £1.0m of unallocated base budget funding arising from the balance of the 2016/17 and 2017/18 precepts plus funding held since 2015/16 relating to Care Act and Independent Living Fund funding continues to be held outside of the pools. This is reported as an underspend and is offsetting some of the overspend from the pooled budgets. There is no further unallocated funding to utilise

People - Public Health

23. Public Health² is forecasting an underspend of -£0.2m. In accordance with accounting requirements, any underspend at the end of the year will be placed in the grants and contributions reserve and will be used to meet Public Health expenditure in future years.

Communities

24. The Communities Directorate consists of Planning and Place, Infrastructure Delivery, and Property and Investment together with Community Safety and the Fire & Rescue Service. The directorate is forecasting an overall overspend of +£0.9m on a budget of £93.2m which represents +1.0% against budget.
25. An overspend of £0.5m is forecast for Infrastructure Delivery. This relates to the Highways service not being expected to fully deliver savings agreed as per the Medium Term Financial Plan (+£0.5m), and a projected overspend on defects of £0.3m due to data in management information systems for the previous financial year being inaccurate. These are off-set by a one-off underspend in Highways Operations due to lower supervision costs in the 2016/17 final invoices (-£0.3m). Planning and Place are forecasting an underspend of -£0.1m reflecting an increase in planning application fee income.
26. Property & Investment is reporting an overspend of +£0.5m in relation to the Integrated Transport Unit. Work is ongoing to validate the reasons for this and to identify one - off costs relating to the implementation of the new Day Time support service. Once agreed these transitional costs will be recharged to Adult Social Care.
27. Community Safety and Fire & Rescue Services continue to forecast year end breakeven positions.

Resources

28. The Directorate is forecasting a revenue overspend of +£0.5m on a budget of £18.0m, a variation of +3.0%.
29. An overspend of +£0.4m is forecast for Legal services. This is due to increased Counsel spend as a result of the number of Childcare proceedings.

² Public Health is funded by a ring-fenced grant of £1.3m from the Department of Health

Virements and Supplementary Estimates

30. Virements larger than £0.5m or that relate to un-ringfenced grants requiring Cabinet approval under the Virement Rules agreed by Council on 14 February 2017 are set out in Annex 2a.
31. A virement of £0.3m is requested in relation to a grant from the Department for Education in relation to the School Improvement Monitoring & Brokering Grant. This is an unringfenced grant which is required by Children's services to carry out statutory work. This virement does not represent a change in policy as the service is unchanged.
32. Annex 2b shows virements Cabinet need to note.
33. There are no supplementary estimate requests included in this report.

Medium Term Financial Plan Savings

34. The forecasts shown in this report incorporate savings included in the medium term financial plan agreed by Council in February 2017 and previous years. At least 91.9% of the planned savings of £61.1m are expected to be delivered.
35. Progress against delivery of savings will be monitored on a regular basis and action taken where savings are not expected to be achieved.

Bad Debt Write Offs

36. There were 159 general write-offs to the end of October 2017 totalling £37,997, and 170 Adult Social Care Client contribution write offs totalling £176,095.
37. Cabinet is recommended to write off an outstanding debt of £69,994 that relates to a Town Council's liability under the historical Joint Use Agreement. Legal Services have confirmed that the Council has no legal basis to pursue the outstanding debt contractually so it is recommended that the debt is written off.
38. It is also recommended that Cabinet agree to write off a balance of £31,929 owed by a School in relation to the use of the facilities under the joint use agreement. Negotiations have been taking place to reach a resolution to the issues. The result is that the school will accept charges going forward at a 40% discount to the commercial rate; however, it is recommended that the outstanding balance is written off.
39. The two debt write-off's relating to joint use sports agreements totalling £101,923 will be met from the Joint Use Reserve
40. There are also adult social care client contribution debts totalling £32,773 relating to two service users. Both relate to insolvent estates and are recommended to be written off.

Treasury Management

41. The latest treasury management approved lending list is shown in Annex 3. There have been no changes to the lending list since the last report.
42. The following table sets out average in-house cash balances and average rates of return for September and October 2017. In house interest receivable for 2017/18 is currently forecast as £2.0m, exceeding the budgeted figure of £1.3m by £0.7m. Of the forecast £2.0m interest receivable, £1.8m had been realised as at the 31 October 2017. The increased interest received is due to the achievement of higher than forecast average interest rates. For example, an additional £0.1m has been generated by entering into a Revolving Credit Facility with a Registered Provider which was not factored into the 2017/18 budget.

| Month | Average cash balance | Average rate of return |
|-----------|----------------------|------------------------|
| September | £367.5m | 0.63% |
| October | £367.4m | 0.65% |

43. Dividends payable from external funds in 2017/18 are forecast as £0.9m, £0.3m above the 2017/18 budget of £0.6m. This increase is due to higher than anticipated performance by the CCLA Property Fund.
44. The additional income of £1.0m forecast in relation to Treasury Management is reflected in the general balances position referred to at paragraph 48 below.
45. Interest payable is currently forecast to be in line with the budgeted figure of £17.1m.

Part 2 – Balance Sheet

46. Annex 4 sets out the earmarked reserves brought forward from 2016/17 and the forecast position as at 31 March 2018. These reserves are held for specified one – off projects, contractual commitments and to support the Medium Term Financial Plan. Directorate reserves are expected to reduce from £55.9m to £49.1m at 31 March 2018.
47. Other Reserves, which include Insurance, Capital and Cash flow reserves, are forecast to total £46.4m at 31 March 2018. This includes £1.2m in the Budget Reserve, £2.0m in the Efficiency Reserve and £0.5m in the Transformation Reserve.

Balances

48. As set out in Annex 5 general balances were £20.0m as at 31 March 2017. The forecast outturn position is £18.8m. This position includes the budgeted contribution of £4.7m, the forecast additional interest of £1.0m, and the forecast directorate overspend (after the use of contingency funds) of £6.9m. Directorate overspends are expected to be reduced by management action or the use of one – off funding during the year. However, if demand continues to increase in Children's and Adult Social Care this may reduce balances to less than the risk assessed level of £17.6m.

Part 3 – Capital Programme

Capital Monitoring

49. The capital monitoring position set out in Annex 6a, shows the forecast expenditure for 2017/18 is £118.0m (excluding school's local capital). This has decreased by £7.2m compared to the latest approved capital programme.
50. Significant in-year variations for each directorate are listed in Annex 6b. New schemes and total programme/project budget changes are listed in Annex 6c.

| Directorate | Last Approved Programme * £m | Latest Forecast Expenditure £m | Variation £m |
|--|---------------------------------------|---|-----------------|
| People: Children | 34.2 | 34.2 | 0.0 |
| People: Adults & Public Health | 7.4 | 7.4 | 0.0 |
| Communities: Transport | 61.3 | 55.0 | -6.3 |
| Communities: Other Property Resources | 6.9 15.4 | 6.1 15.3 | -0.8 -0.1 |
| Total Directorate Programmes | 125.2 | 118.0 | -7.2 |
| Schools Local Capital | 1.4 | 1.4 | 0.0 |
| Earmarked Reserves | 3.0 | 3.0 | 0.0 |
| Total Capital Programme | 129.6 | 122.4 | -7.2 |

* Approved by Cabinet 17 October 2017

51. Within Communities, the Transport programme reports a variation of £6.3m which includes the rephasing of projects linked to major developments at Wantage, Crab Hill (£2.5m), Bicester Perimeter Road (£0.7m) and Witney Downs Road (£0.8m) into later years. A further £1.1m has been rephased from the Network Rail Betterment budget and £0.7m for Cowley Road.
52. There has been a rephasing of £0.8m in the in-year forecast relating to the Broadband scheme.

Four Year Capital Programme Update

53. The total four-year capital programme (2017/18 to 2020/21) is £430.6m, an increase of £1.5m when compared to the latest approved capital programme. The updated capital programme is set out in Annex 7. The following table summarises the variations by directorate and the main reasons for these variations are explained in the following paragraphs.

CA6

| Directorate | Last Approved Total Programme (2017/18 to 2020/21) * £m | Latest Updated Total Programme (2017/18 to 2020/21) £m | Variation £m |
|-------------------------------------|--|---|-----------------|
| People: Children | 132.5 | 133.8 | +1.3 |
| People: Adults & PH | 26.2 | 26.2 | 0.0 |
| Communities: Transport | 137.7 | 137.6 | -0.1 |
| Communities: Other | 30.7 | 30.8 | +0.1 |
| Resources | 16.6 | 16.6 | +0.0 |
| Total Directorate Programmes | 343.7 | 345.0 | +1.3 |
| Schools Local Capital | 3.8 | 3.8 | +0.0 |
| Earmarked Reserves | 81.6 | 81.8 | +0.2 |
| Total Capital Programme | 429.1 | 430.6 | +1.5 |

* Approved by Cabinet 17 October 2017

54. The variation to the Children's programme is the result of the inclusion of additional s106 funding towards individual projects within the Basic Need programmes.
55. Additional financing and match funding has been secured towards the Salix programme of £0.1m.
56. Cabinet is recommended to delegate authority to contractually commit to the construction of the new 600 place 11-16 Secondary School at South West Bicester. Contract close is expected to be in March 2018 and the new school building is expected to be open from September 2019. The stage 1 pre-planning budget is £16.0m and is expected to be funded from s106 contributions.
57. The capital programme current includes £0.2m for initial preliminary fees towards the construction of the south facing slip road at the A34/A4183 Lodge Hill junction. Cabinet is recommended to approve the total project budget provision of £15.8m including the release of £4.2m towards the project development budget and early contractor works. The overall budget will be funded from the Local Growth Fund and S106 developer contributions.
58. Cabinet is recommended to increase the provision for the construction of the Salt Barns and associated site works at Drayton and Deddington Depots by £1.4m to £4.5m for delivery during 2018. The increase is due to an extension in the scope of the project to include remodelling and better utilisation of depot layouts and provision of office accommodation. A number of funding options are being considered and Cabinet is recommended to delegate authority to the Director of Finance to approve the final funding option.

RECOMMENDATIONS

59. The Cabinet is **RECOMMENDED** 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 bad debt write offs set out in paragraphs 37 to 40;
 - (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) approve the contractual commitment for construction of the new Secondary School in South West Bicester, with a total budget of £16.0m;
 - (h) delegate to the Director of Finance and Strategic Director for Communities in consultation with the Leader of the Council to approve the stage 2 Full Business Case and the award of the construction contract for the new Secondary School in South West Bicester;
 - (i) approve the total project budget of £15.8m, including the release of £4.2m towards the delivery of the slip road at A34/A4183 junction at Lodge Hill; and
 - (j) approve an increase in the capital programme to reflect the budget for the master site plans for Drayton and Deddington Depots to £4.5m and delegate authority to the Director of Finance on the funding option to support the capital investment.

LORNA BAXTER

Director of Finance

Background papers: Directorate Financial Monitoring Reports October 2017
Business Case – Lodge Hill Slip Roads
Business Case - Master Site Plans for Drayton and Deddington Depots

Contact Officers: Katy Jurczynszyn, Strategic Finance Manger
(Financial Strategy & Monitoring)
07584 909518

December 2017

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation to Budget underspend - overspend + £000 (9) | Projected Year end Variance Traffic Light (13) |
|-----|-------------------------------|---------------------------------------|--|-------------------------------------|---|---|---|
| | | Original Budget £000 (3) | Movement to Date £000 (5) | Latest Budget £000 (7) | | | |
| (1) | (2) | | | | £000 (8) | | |
| | People | | | | | | |
| | Gross Expenditure | 641,941 | -191,418 | 450,523 | 460,063 | 9,540 | A |
| | Gross Income | -341,195 | 191,704 | -149,491 | -149,440 | 51 | G |
| | | 300,746 | 286 | 301,032 | 310,623 | 9,592 | A |
| | Resources | | | | | | |
| | Gross Expenditure | 66,959 | -2,679 | 64,280 | 64,772 | 492 | G |
| | Gross Income | -47,144 | 900 | -46,244 | -46,244 | 0 | G |
| | | 19,815 | -1,779 | 18,036 | 18,528 | 492 | A |
| | Communities | | | | | | |
| | Gross Expenditure | 160,697 | 820 | 161,517 | 162,617 | 1,100 | G |
| | Gross Income | -68,896 | 517 | -68,379 | -68,569 | -190 | G |
| | | 91,801 | 1,337 | 93,138 | 94,048 | 910 | G |
| | Directorate Expenditure Total | 869,597 | -193,277 | 676,320 | 687,452 | 11,132 | G |
| | Directorate Income Total | -457,235 | 193,121 | -264,114 | -264,252 | -139 | G |
| | Directorate Total Net | 412,362 | -156 | 412,206 | 423,200 | 10,994 | A |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017
Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation to Budget underspend - overspend + £000 (9) | Projected Year end Variance Traffic Light (13) |
|-----|-------------|--------------------|---------------------|------------------|---|---|---|
| | | Original Budget | Movement to Date | Latest Budget | | | |
| (1) | (2) | £000 (3) | £000 (5) | £000 (7) | £000 (8) | | |

| | | | | | | |
|--|---|----------------|------------|----------------|----------------|----------------|
| | Contributions to (+)/from (-)reserves | -800 | | -800 | -800 | 0 |
| | Contribution to (+)/from(-) balances | 4,700 | | 4,700 | -6,294 | -6,896 |
| | Public Health Saving Recharge | -500 | | -500 | -500 | 0 |
| | Contingency | 4,377 | 189 | 4,566 | 4,566 | -4,098 |
| | Pensions - past service deficit funding | 830 | | 830 | 830 | 0 |
| | Capital Financing | 25,561 | | 25,561 | 25,561 | 0 |
| | Interest on Balances | -4,773 | | -4,773 | -4,773 | 0 |
| | Strategic Measures Budget | 29,395 | 189 | 29,584 | 18,590 | -10,994 |
| | Unringfenced Government Grants | -19,226 | -33 | -19,259 | -19,259 | 0 |
| | Council Tax Surpluses | -7,277 | | -7,277 | -7,277 | 0 |
| | Revenue Support Grant | -18,665 | | -18,665 | -18,665 | 0 |
| | Business Rates Top-Up | -37,821 | | -37,821 | -37,821 | 0 |
| | Business Rates From District Councils | -30,704 | | -30,704 | -30,704 | 0 |
| | Council Tax Requirement | 328,064 | 0 | 328,064 | 328,064 | 0 |

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

| | |
|--------|---|
| Budget | On track to be within + /- 2% of year end budget |
| | On track to be within + /- 5% of year end budget |
| | Estimated outturn showing variance in excess of + /- 5% of year end |

| |
|---|
| G |
| A |
| R |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|------|--|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| CEF1 | Education & Early Intervention | | | | | | |
| | Gross Expenditure | 69,453 | 1,753 | 71,206 | 72,156 | 950 | G |
| | Gross Income | -48,306 | -1,691 | -49,997 | -49,997 | 0 | G |
| | | 21,147 | 62 | 21,209 | 22,159 | 950 | A |
| CEF2 | Children's Social Care | | | | | | |
| | Gross Expenditure | 46,040 | 20 | 46,060 | 51,784 | 5,724 | R |
| | Gross Income | -5,733 | -1,429 | -7,162 | -7,162 | 0 | G |
| | | 40,307 | -1,409 | 38,898 | 44,622 | 5,724 | R |
| CEF3 | Children's Social Care Countywide Services | | | | | | |
| | Gross Expenditure | 31,914 | -15 | 31,899 | 33,794 | 1,895 | R |
| | Gross Income | -1,129 | 15 | -1,114 | -1,114 | 0 | G |
| | | 30,785 | 0 | 30,785 | 32,680 | 1,895 | R |
| CEF4 | Delegated Schools | | | | | | |
| | Gross Expenditure | 199,098 | -194,375 | 4,723 | 4,723 | 0 | G |
| | Gross Income | -199,098 | 194,375 | -4,723 | -4,723 | 0 | G |
| | | 0 | 0 | 0 | 0 | 0 | G |
| CEF4 | Other Schools | | | | | | |
| | Gross Expenditure | 39,175 | -3,266 | 35,909 | 35,909 | 0 | G |
| | Gross Income | -38,838 | 3,147 | -35,691 | -35,691 | 0 | G |
| | | 337 | -119 | 218 | 218 | 0 | G |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|------|--|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| CEF5 | Children, Education & Families (CEF) Central Costs | | | | | | |
| | Gross Expenditure | 5,402 | 450 | 5,852 | 5,852 | 0 | G |
| | Gross Income | -652 | -1 | -653 | -653 | 0 | G |
| | | 4,750 | 449 | 5,199 | 5,199 | 0 | G |
| CEF9 | CEF Corporate Overheads | | | | | | |
| | Gross Expenditure | 0 | 815 | 815 | 815 | 0 | G |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| | | 0 | 815 | 815 | 815 | 0 | G |
| SCS1 | Adult Social Care | | | | | | |
| | Gross Expenditure | 191,916 | -108 | 191,808 | 192,879 | 1,071 | G |
| | Gross Income | -14,328 | -1,984 | -16,312 | -16,261 | 51 | G |
| | | 177,588 | -2,092 | 175,496 | 176,618 | 1,122 | G |
| SCS2 | Joint Commissioning | | | | | | |
| | Gross Expenditure | 4,324 | 3,021 | 7,345 | 7,245 | -100 | G |
| | Gross Income | -1,423 | -729 | -2,152 | -2,152 | 0 | G |
| | | 2,901 | 2,292 | 5,193 | 5,093 | -100 | G |
| SCS9 | ASC Corporate Overheads | | | | | | |
| | Gross Expenditure | 0 | 200 | 200 | 200 | 0 | G |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| | | 0 | 200 | 200 | 200 | 0 | G |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|-----|---|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| PH1 | LA Commissioning Responsibilities - Nationally Defined | | | | | | |
| | | 17,624 | 85 | 17,709 | 17,669 | -40 | G |
| | Gross Expenditure | 0 | 0 | 0 | 0 | 0 | |
| | Gross Income | 17,624 | 85 | 17,709 | 17,669 | -40 | G |
| PH2 | LA Commissioning Responsibilities - Locally Defined | | | | | | |
| | | 13,394 | -85 | 13,309 | 13,110 | -199 | G |
| | Gross Expenditure | -354 | 0 | -354 | -354 | 0 | G |
| | Gross Income | 13,040 | -85 | 12,955 | 12,757 | -199 | G |
| PH3 | Public Health Recharges | | | | | | |
| | | 670 | 0 | 670 | 670 | 0 | G |
| | Gross Expenditure | 0 | 0 | 0 | 0 | 0 | |
| | Gross Income | 670 | 0 | 670 | 670 | 0 | G |
| PH4 | Grant Income | | | | | | |
| | | 0 | 0 | 0 | 0 | 0 | |
| | Gross Expenditure | -31,334 | 0 | -31,334 | -31,334 | 0 | G |
| | Gross Income | -31,334 | 0 | -31,334 | -31,334 | 0 | G |
| | Transfer to Public Health Reserve | | | | 239 | 239 | |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|-----|--|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| | Non Negotiable Support Service Recharges | | | | | | |
| | Gross Expenditure | 22,931 | 86 | 23,017 | 23,017 | 0 | G |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| | | 22,931 | 86 | 23,017 | 23,017 | 0 | G |
| | Gross Expenditure | 641,941 | -191,418 | 450,523 | 460,063 | 9,540 | A |
| | Gross Income | -341,195 | 191,704 | -149,491 | -149,440 | 51 | G |
| | People Directorate Total Net | 300,746 | 286 | 301,032 | 310,623 | 9,592 | A |

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

| | | |
|--------|---|---|
| Budget | On track to be within + /- 2% of year end budget | G |
| | On track to be within + /- 5% of year end budget | A |
| | Estimated outturn showing variance in excess of + /- 5% of year end | R |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation underspend - overspend + £000 (7) | Projected Year end Variance Traffic Light Indicator (8) |
|--------|--------------------------------------|--------------------|---------------------|--------------------|---|---|--|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| | | £000 (3) | £000 (4) | £000 (5) | | | |
| (1) | (2) | (3) | (4) | (5) | £000 (6) | (7) | (8) |
| EE1 | Place and Planning | | | | | | |
| | Gross Expenditure | 10,000 | -72 | 9,928 | 9,928 | 0 | G |
| | Gross Income | -6,425 | 51 | -6,374 | -6,464 | -90 | G |
| | | 3,575 | -21 | 3,554 | 3,464 | -90 | A |
| EE2 | Infrastructure Delivery | | | | | | |
| | Gross Expenditure | 88,247 | -32,040 | 56,207 | 56,807 | 600 | G |
| | Gross Income | -31,184 | 20,875 | -10,309 | -10,409 | -100 | G |
| | | 57,063 | -11,165 | 45,898 | 46,398 | 500 | G |
| EE3 | Property & Investment | | | | | | |
| | Gross Expenditure | 24,562 | 32,510 | 57,072 | 57,572 | 500 | G |
| | Gross Income | -10,062 | -20,141 | -30,203 | -30,203 | 0 | G |
| | | 14,500 | 12,369 | 26,869 | 27,369 | 500 | G |
| EE4 | Community Safety | | | | | | |
| | Gross Expenditure | 25,579 | -904 | 24,675 | 24,675 | 0 | G |
| | Gross Income | -2,287 | 549 | -1,738 | -1,738 | 0 | G |
| | | 23,292 | -355 | 22,937 | 22,937 | 0 | G |
| SCS9-2 | Community Safety Corporate Overheads | | | | | | |
| | Gross Expenditure | 0 | 307 | 307 | 307 | 0 | G |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| | | 0 | 307 | 307 | 307 | 0 | G |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017
Budget Monitoring

Page 28

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light Indicator |
|-----|--|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| EE9 | E&E Corporate Overheads | | | | | | |
| | Gross Expenditure | 0 | 1,019 | 1,019 | 1,019 | 0 | G |
| | Gross Income | 0 | -817 | -817 | -817 | 0 | G |
| | | 0 | 202 | 202 | 202 | 0 | G |
| | Non Negotiable Support Service Recharges | | | | | | |
| | Gross Expenditure | 12,309 | 0 | 12,309 | 12,309 | 0 | G |
| | Gross Income | -18,938 | 0 | -18,938 | -18,938 | 0 | G |
| | | -6,629 | 0 | -6,629 | -6,629 | 0 | G |
| | | | | | | | |
| | Directorate Expenditure Total | 160,697 | 820 | 161,517 | 162,617 | 1,100 | |
| | Directorate Income Total | -68,896 | 517 | -68,379 | -68,569 | -190 | |
| | Directorate Total Net | 91,801 | 1,337 | 93,138 | 94,048 | 910 | |

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

| | | |
|--------|---|---|
| Budget | On track to be within + /- 2% of year end budget | G |
| | On track to be within + /- 5% of year end budget | A |
| | Estimated outturn showing variance in excess of + /- 5% of year end | R |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|------|------------------------------------|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| CEO1 | Resources Business Support | | | | | | |
| | Gross Expenditure | 944 | -2 | 942 | 1,022 | 80 | R |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| CEO2 | Human Resources | 944 | -2 | 942 | 1,022 | 80 | R |
| | Gross Expenditure | 4,325 | -5 | 4,320 | 4,320 | 0 | G |
| | Gross Income | -1,167 | 430 | -737 | -737 | 0 | G |
| CEO3 | Corporate Finance & Internal Audit | 3,158 | 426 | 3,584 | 3,584 | 0 | G |
| | Gross Expenditure | 6,445 | -7 | 6,438 | 6,438 | 0 | G |
| | Gross Income | -2,212 | 472 | -1,740 | -1,740 | 0 | G |
| CEO4 | Law & Governance | 4,233 | 465 | 4,698 | 4,698 | 0 | G |
| | Gross Expenditure | 9,602 | 1,003 | 10,605 | 11,005 | 400 | A |
| | Gross Income | -7,216 | -928 | -8,144 | -8,144 | 0 | G |
| CEO5 | Policy | 2,386 | 75 | 2,461 | 2,861 | 400 | R |
| | Gross Expenditure | 4,579 | -1,039 | 3,540 | 3,492 | -48 | G |
| | Gross Income | -1,943 | 1,027 | -916 | -916 | 0 | G |
| CEO6 | Corporate & Democratic Core | 2,636 | -12 | 2,624 | 2,576 | -48 | G |
| | Gross Expenditure | 83 | -4 | 79 | 79 | 0 | G |
| | Gross Income | 0 | 0 | 0 | 0 | 0 | |
| | | 83 | -4 | 79 | 79 | 0 | G |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Budget Monitoring

| Ref | Directorate | BUDGET 2017/18 | | | Outturn Forecast Year end Spend/Income | Projected Year end Variation | Projected Year end Variance Traffic Light |
|------|--|--------------------|---------------------|--------------------|---|--|---|
| | | Original Budget | Movement to Date | Latest Estimate | | | |
| (1) | (2) | £000 (3) | £000 (4) | £000 (5) | £000 (6) | underspend - overspend + £000 (7) | (8) |
| CEO7 | Transformation | | | | | | |
| | Gross Expenditure | 27,867 | -2,795 | 25,072 | 25,132 | 60 | G |
| | Gross Income | -5,190 | 1,561 | -3,629 | -3,629 | 0 | G |
| | | 22,677 | -1,234 | 21,443 | 21,503 | 60 | G |
| CEO9 | CEO Corporate Overheads | | | | | | |
| | Gross Expenditure | 0 | 256 | 256 | 256 | 0 | G |
| | Gross Income | 0 | -1,663 | -1,663 | -1,663 | 0 | G |
| | | 0 | -1,406 | -1,406 | -1,406 | 0 | G |
| | Non Negotiable Support Service Recharges | | | | | | |
| | Gross Expenditure | 13,114 | -86 | 13,028 | 13,028 | 0 | G |
| | Gross Income | -29,416 | 0 | -29,416 | -29,416 | 0 | G |
| | | -16,302 | -86 | -16,388 | -16,388 | 0 | G |
| | Directorate Expenditure Total | 66,959 | -2,679 | 64,280 | 64,772 | 492 | |
| | Directorate Income Total | -47,144 | 900 | -46,244 | -46,244 | 0 | |
| | Directorate Total Net | 19,815 | -1,779 | 18,036 | 18,528 | 492 | |

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

| | | |
|--------|---|---|
| Budget | On track to be within + /- 2% of year end budget | G |
| | On track to be within + /- 5% of year end budget | A |
| | Estimated outturn showing variance in excess of + /- 5% of year end | R |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

| Directorate | Month of Cabinet meeting | Month of Directorate MMR | Narration | Budget book line | Service Area | Permanent / Temporary | Expenditure + increase / - decrease £000 | Income - increase / + decrease £000 |
|-------------|--------------------------|--------------------------|---|------------------|--------------------|-----------------------|--|-------------------------------------|
| CD | Dec | Oct | Allocation of School Improvement Monitoring & Brokering Grant to the Schools and Learning Service | CEF1-4 | Education | Temporary | 344 | 0 |
| | | | | SM | Strategic Measures | Temporary | 0 | -344 |
| Grand Total | | | | | | | 344 | -344 |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017

CABINET IS RECOMMENDED TO NOTE THE VIREMENTS AS DETAILED BELOW:

| CABINET IS RECOMMENDED TO NOTE THE VIREMENTS AS DETAILED BELOW: | | | | | | Data | |
|---|--------------------------|--|------------------|------------------------------------|-----------------------|--|-------------------------------------|
| Month of Cabinet meeting | Month of Directorate MMR | Narration | Budget book line | Service Area | Permanent / Temporary | Expenditure + increase / - decrease £000 | Income - increase / + decrease £000 |
| Dec | Oct | Residential Parking Recharge CSC to EE | CEO7 | Transformation | P | 0 | -109 |
| | | | EE2-36 | On/Off Street Parking & P&R's | P | 109 | 0 |
| | | Budget Transfer re SH | EE1-1 | Strategy & Infrastructure | P | 30 | 0 |
| | | | EE1-5 | Strategy & Infrastructure | P | -30 | 0 |
| | | REABLEMENT BUDGET CORRECTIONS | SPB1 | Older People | P | 0 | 0 |
| | | Admin Staff Transferring to a new Cost Centre | CEO7 | Transformation | P | 0 | 0 |
| | | | EE1-3 | Strategy & Infrastructure | P | 94 | 0 |
| | | | EE2-21 | Property & Procurement | P | -94 | 0 |
| | | Correct Budget | CEF4-4 | Schools Support Service Recharges | P | 13 | 0 |
| | | | EE3-22 | Property & Facilities Management | P | -13 | 0 |
| | | Property Budget Transfer for Children & Family Centres | CEF2-5 | Family Support Service | P | -255 | 0 |
| | | | EE3-22 | Property & Facilities Management | P | 182 | 73 |
| | | Pool Car Budgets | CEF1-1 | Management & Central Costs | P | -11 | 0 |
| | | | CEF2-1 | Management & Central Costs | P | -8 | 0 |
| | | | CEF2-3 | Social Care | P | -5 | 0 |
| | | | CEO1 | Corporate Services | P | -1 | 0 |
| | | | CEO3 | Corporate Finance & Internal Audit | P | -1 | 0 |
| | | | CEO4 | Law & Culture | P | -1 | 0 |
| | | | CEO5 | Policy | P | -1 | 0 |
| | | | EE1-6 | LEP | P | 0 | 0 |
| | | | EE2-32 | Network & Asset Management | P | -2 | 0 |
| | | | EE2-33 | Network & Asset Management | P | -10 | 0 |
| | | | EE2-35 | Countryside & Records | P | 0 | 0 |
| | | | EE2-51A | Waste Management | P | -1 | 0 |
| | | | EE2-51B | Supported Transport | P | -11 | 0 |
| | | | EE2-53 | Area Stewards | P | -1 | 0 |
| | | | EE2-6 | Major Infrastructure | P | -2 | 0 |
| | | | EE3-22 | Property & Facilities Management | P | 73 | 0 |
| | | | SPB1 | Older People | P | -17 | 0 |
| | | Grand Total | | | | | |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Oxfordshire County Council's Treasury Management Lending List
 as at 31/10/2017

| Counterparty Name | Lending Limits | | | |
|---|---------------------|------------------|-------|--------------|
| | Standard Limit £ | Group Limit £ | Group | Period Limit |
| <u>PENSION FUND Call Accounts / Money Market Funds</u> | | | | |
| Santander UK plc - PF A/c | 15,000,000 | | a | 6 mths |
| LloydsBank plc - Callable Deposit A/c (OXFORDCCPEN) | 25,000,000 | | d | 6 mths |
| Standard Life Sterling Liquidity Fund - (Pension Fund) (formerly Ignis) | 25,000,000 | | N | 6 mths |
| Svenska Handelsbanken - Call A/c (Pension Fund) | 25,000,000 | | | 6 mths |
| <u>Call Accounts / Money Market Funds</u> | | | | |
| Barclays 100 Day Notice A/C | 15,000,000 | 15,000,000 | | 100 days |
| Barclays Current A/c | 15,000,000 | 15,000,000 | | 100 days |
| Santander UK plc - Capital A/c | 15,000,000 | 15,000,000 | a | 6 mths |
| Santander UK plc - Main A/c | 15,000,000 | 15,000,000 | a | 6 mths |
| Close Brothers Ltd - 95 day Notice A/c | 10,000,000 | | | 95 days |
| Lloyds Bank plc - Callable Deposit A/c | 25,000,000 | 25,000,000 | d | 6 mths |
| Svenska Handelsbanken - Call A/c (no 33777001) | 25,000,000 | 25,000,000 | i | 364 days |
| Santander UK plc - 95 day notice account | 15,000,000 | 15,000,000 | a | 95 days |
| Goldman Sachs Sterling Liquid Reserves Fund | 25,000,000 | 25,000,000 | N | O/N |
| Deutsche Managed Sterling Fund | 25,000,000 | 25,000,000 | N | O/N |
| Federated Short-Term Sterling Prime Fund | 12,000,000 | 12,000,000 | N | O/N |
| Standard Life Sterling Liquidity Fund - (County Council) | 25,000,000 | 25,000,000 | N | O/N |
| Morgan Stanley | 5,000,000 | 5,000,000 | N | O/N |
| Legal & General Investment Management | 25,000,000 | 25,000,000 | | O/N |
| <u>Money Market Deposits</u> | | | | |
| Santander UK plc (Through Broker) | 15,000,000 | 15,000,000 | | 6 mths |
| Santander UK plc Time Deposit Facility | 15,000,000 | 15,000,000 | a | 6 mths |
| Australia and New Zealand Banking Group | 25,000,000 | | anz | 6 mths |
| Bank of Montreal | 25,000,000 | | bm | 6 mths |
| Bank of Nova Scotia | 25,000,000 | | K | 6 mths |
| Bank of Scotland Plc | 15,000,000 | 25,000,000 | b | 6 mths |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 Oxfordshire County Council's Treasury Management Lending List
 as at 31/10/2017

| Counterparty Name | Lending Limits | | | |
|--|---------------------|------------------|-------|--------------|
| | Standard Limit £ | Group Limit £ | Group | Period Limit |
| Bank of Scotland Plc (Through Broker) | 15,000,000 | 25,000,000 | b | 6 mths |
| Barclays Bank Plc (Through Broker) | 15,000,000 | 15,000,000 | J | 100 days |
| Barclays Bank Plc (Direct) | 15,000,000 | 15,000,000 | J | 100 days |
| Canadian Imperial Bank of Commerce | 25,000,000 | | N | 6 mths |
| Close Brothers Ltd | 15,000,000 | | N | 6 mths |
| Commonwealth Bank of Australia | 25,000,000 | | cba | 6 mths |
| Coventry Building Society | 15,000,000 | | cbs | 6 mths |
| Credit Suisse | 15,000,000 | | N | 100 days |
| Danske Bank | 15,000,000 | | N | 100 days |
| DBS Bank (Development Bank of Singapore) | 25,000,000 | | N | 13 mths |
| Debt Management Account Deposit Facility | 100% Portfolio | | N | 6 mths |
| English, Welsh and Scottish Local Authorities (£30m maximum subject to 10% portfolio limit) | 30,000,000 | | N | 3 years |
| HSBC Bank plc | 25,000,000 | | h | 6 mths |
| Landesbank Hessen-Thuringen (Helaba) | 20,000,000 | | | 6 mths |
| Lloyds Bank plc | 25,000,000 | 25,000,000 | d | 6 mths |
| National Australia Bank (Through Broker) | 25,000,000 | 25,000,000 | nab | 6 mths |
| National Australia Bank (Direct) | 25,000,000 | 25,000,000 | nab | 6 mths |
| Nationwide Building Society | 15,000,000 | | nb | 6 mths |
| Nordea Bank AB | 25,000,000 | | N | 13 mths |
| Oversea-Chinese Banking Corp | 25,000,000 | | N | 13 mths |
| Rabobank Group | 25,000,000 | 25,000,000 | N | 364 days |
| Royal Bank of Canada | 15,000,000 | | rbc | 6 mths |
| Svenska Handelsbanken | 25,000,000 | 25,000,000 | i | 364 days |
| Toronto-Dominion Bank | 25,000,000 | | td | 6 mths |
| United Overseas Bank | 25,000,000 | | N | 13 mths |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017
EARMARKED RESERVES

| Earmarked Reserves | 2017/18 | | | | Last reported forecast as at 31 March 2018 £000 | Change in closing balance to last forecast £000 | Commentary |
|--|---------------------------------|-------------------------------------|-----------------------------------|----------------------------------|---|---|--|
| | Balance at 1 April 2017 £000 | Movement | | Balance at 31 March 2018 £000 | | | |
| | | Contribution s from Reserve £000 | Contribution s to Reserve £000 | | | | |
| Revenue Reserves | | | | | | | |
| Schools' Reserves | 18,373 | -500 | 0 | 17,873 | 17,873 | 0 | Includes funding for Fire & Rescue Service vehicles and equipment. Includes £7.452m Dedicated Schools Grant and £1.391m Public Health Grant. Used to fund the costs of major ICT projects Funding for government initiatives, including adoption reform work. |
| Cross Directorate Reserves | | | | | | | |
| Vehicle and Equipment Reserve | 3,334 | -1,728 | 400 | 2,006 | 1,606 | 400 | |
| Grants and Contributions Reserve | 14,681 | -1,604 | 178 | 13,255 | 13,836 | -581 | |
| ICT Projects | 198 | -91 | 0 | 107 | 123 | -16 | |
| Government Initiatives | 418 | -168 | 0 | 250 | 250 | 0 | |
| Total Cross Directorate | 18,631 | -3,591 | 578 | 15,618 | 15,815 | -197 | |
| Directorate Reserves | | | | | | | |
| People | | | | | | | The Outdoor Education Centre's reserve will be used during 17/18 to meet the transition costs relating to Hill End. The Oxfordshire Safeguarding Children's Board reserve will be used to fund the service in future years. Includes match funding for Schools Forum Parent Partnership work. To be used to fund the service in future years. |
| CE&F Commercial Services | 286 | -214 | 0 | 72 | 72 | 0 | |
| School Intervention Fund | 510 | 0 | 0 | 510 | 510 | 0 | |
| Thriving Families | 754 | -150 | 0 | 604 | 604 | 0 | |
| Children's Social Care | 0 | 0 | 0 | 0 | 0 | 0 | To meet Children's Act loan and interest costs in future years. To manage the costs arising in legal services, human resources, property, finance and other areas as a consequence of school conversions to academies, and to provide the opportunity to investigate and implement alternate trust structures for groups of schools considering conversion to academies. |
| Foster Carer Loans | 207 | 0 | -16 | 191 | 191 | 0 | |
| Academies Conversion Support | 109 | 0 | 0 | 109 | 109 | 0 | |
| Oxfordshire School Inclusion Team | 4 | 0 | 0 | 4 | 4 | 0 | |
| National Citizenship Service | 621 | 0 | 398 | 1,019 | 621 | 398 | National Citizenship Service 3-year programme Early Year's Investment |
| Children's Centres | 77 | -174 | 310 | 213 | 213 | 0 | |
| Donations to CEF | 3 | 0 | 0 | 3 | 3 | 0 | |
| Total Childrens | 2,571 | -538 | 692 | 2,725 | 2,327 | 398 | |
| Older People Pooled Budget Reserve | 1,295 | -439 | 0 | 856 | 856 | 0 | £304k is included in this reserve for the OSJ rent review which may not be required. £371k is expected to be required for Reablement At Home one off costs in 2017/18 with a further £68k required in relation to adult social care workforce development.. The balance will be required to meet pressures within the OP pool in the medium term. This balance will be required to meet pressures within the PD pool in the medium term. This is the balance of the NHS Legacy Fund for year 1 West Street Supported Living development. These costs are anticipated in 2017/18. This funding is to be used to manage the position on the DOLS budget and avoid any pressures in the medium term financial plan to 2019/20. |
| Physical Disabilities Pooled Budget Reserve | 272 | 0 | 0 | 272 | 272 | 0 | |
| Learning Disabilities Pooled Budget Reserve | 66 | -66 | 0 | 0 | 0 | 0 | |
| Deprivation of Liberty Safeguards (DOLS) | 700 | -262 | 0 | 438 | 438 | 0 | |
| Total Adults | 2,333 | -767 | 0 | 1,566 | 1,566 | 0 | |
| Total People Directorate | 4,904 | -1,305 | 692 | 4,291 | 3,893 | 398 | |
| Communities | | | | | | | Cotswold & Malvern TP reserve To fund the on-going cost of SALIX projects and/or the repayment of SALIX loans should projects stop To meet the costs of administering and monitoring Section 106 agreements over their lifetime This reserve is to ring-fence funding relating to the West End Project To fund the Minerals and Waste project To be spent on LEP related project expenditure |
| Strategy & Infrastructure Earmarked Reserves | | | | | | | |
| Cotswold & Malvern TP Reserve | 15 | -15 | 0 | 0 | 0 | 0 | |
| SALIX Repayments | 76 | -76 | 0 | 0 | 65 | -65 | |
| Developer Funding (Revenue) | 599 | 0 | 0 | 599 | 599 | 0 | To fund ongoing projects Ascot Park rent income is transferred to reserve each year to fund future repairs and maintenance costs To meet disposal costs in excess of the 4% eligible to be charged against capital receipts Investment fund for the implementation of the asset rationalisation strategy |
| West End Partnership | 56 | -56 | 0 | 0 | 0 | 0 | |
| Minerals and Waste Project | 123 | 0 | 0 | 123 | 123 | 0 | |
| LABGI | 199 | 0 | 0 | 199 | 199 | 0 | |
| Commercial Services Earmarked Reserves | | | | | | | |
| Investment Reserve | 1,683 | -750 | 0 | 933 | 1,383 | -450 | |
| Countryside Ascot Park | 21 | -21 | 0 | 0 | 0 | 0 | |
| Property Disposal Costs | 324 | 0 | 0 | 324 | 324 | 0 | |
| Asset Rationalisation | 2,598 | -400 | 0 | 2,198 | 2,598 | -400 | |

Financial Monitoring and Medium Term Financial Plan Delivery Report
CABINET - 19th December 2017
EARMARKED RESERVES

| Earmarked Reserves | Balance at 1 April 2017 £000 | 2017/18 Movement | | Balance at 31 March 2018 £000 | Last reported forecast as at 31 March 2018 £000 | Change in closing balance to last forecast £000 | Commentary |
|--|---|---|--------------------------------------|--|--|---|--|
| | | Contribution s from Reserve £000 | Contribution s to Reserve £000 | | | | |
| | | | | | | | |
| Catering Investment Fund | 860 | 0 | 0 | 860 | 860 | 0 | To be used to fund catering improvements in Schools plus a contingency for unforeseen costs |
| Joint Use Reserve | 317 | 0 | 0 | 317 | 317 | 0 | |
| Highways Winter Maintenance | 18 | -18 | 0 | 0 | 0 | 0 | |
| Tourism Signs | 4 | -4 | 0 | 0 | 0 | 0 | |
| On Street Car Parking | 2,790 | -2,500 | 2,500 | 2,790 | 2,790 | 0 | |
| Dix Pit Engineering Works | 509 | 0 | 0 | 509 | 509 | 0 | Highways Winter Maintenance To be spent on bridge investigation work This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute. To fund engineering (cell) work at Dix Pit waste management site and any on-going liabilities due to the closure of other landfill sites To fund financial liabilities due to any contract deficit mechanism payments as part of the Energy from Waste contract To hold Oxford Western Conveyance flood relief scheme contributions (£350k contribution from OCC in 2014/15) |
| Waste Management | 868 | -400 | 0 | 468 | 468 | 0 | |
| Oxford Western Conveyance | 100 | -100 | 0 | 0 | 0 | 0 | |
| | 0 | 0 | 0 | 0 | 0 | 0 | |
| Fire Control | 359 | 139 | 0 | 498 | 498 | 0 | |
| Fire & Rescue & Emergency Planning Reserve | 166 | 0 | 0 | 166 | 166 | 0 | Funding relating to the Thames Valley Fire Control Centre, which will be used for the replacement of the joint emergency services communications systems (Airwave replacement) - now expected in 2019/20 To be used for unbudgeted fire hydrant work and renewal of IT equipment This reserve will be used for works at Gypsy and Travellers sites and to support the cost of complex Trading Standards investigations. |
| Community Safety Reserve | 156 | -75 | 0 | 81 | 81 | 0 | |
| Total Communities Directorate | 11,841 | -4,276 | 2,500 | 10,065 | 10,980 | -915 | |
| Resources | | | | | | | To support various Coroner's Service projects. This will be used to fund future elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve. To be used for refurbishing the Registration buildings and facilities To be used to fund projects which will contribute to the business strategy Reserve includes: Village Hall Grants, Library Strategy, Museums and Cultural loans; funding for digitisation projects and donations. |
| Coroner's Service | 92 | -24 | 0 | 68 | 68 | 0 | |
| Council Elections | 718 | -718 | 0 | 0 | 0 | 0 | |
| Registration Service | 464 | -14 | 0 | 450 | 450 | 0 | |
| Development Reserve | 62 | -62 | 0 | 0 | 0 | 0 | |
| Cultural Services Reserve | 789 | -53 | 0 | 736 | 736 | 0 | |
| Total Resources Directorate | 2,125 | -871 | 0 | 1,254 | 1,254 | 0 | |
| Directorate Total | 18,870 | -6,452 | 3,192 | 15,610 | 16,127 | -517 | |
| Corporate | | | | | | | The Carry Forward reserve allows budget managers to carry forward under and over spent budgets between financial years in accordance with the County Council's budget management arrangements, subject to Cabinet approval. This reserve is being used to support the implementation of the business strategies and the Medium Term Financial Plan. This reserve was established as part of the 2016/17 budget process to utilise one-off grant funding from the Government to fund the Council's Fit for the Future Transformation programme. |
| Carry Forward Reserve | 0 | 0 | 0 | 0 | 0 | 0 | |
| Efficiency Reserve | 2,508 | -527 | 0 | 1,981 | 1,981 | 0 | |
| Transition/Transformation Reserve | 2,122 | -2,258 | 636 | 500 | 500 | 0 | |
| Corporate Total | 4,630 | -2,785 | 636 | 2,481 | 2,481 | 0 | |
| Total Revenue Reserves | 60,504 | -13,328 | 4,406 | 51,582 | 52,296 | -714 | |
| Other Reserves | | | | | | | This reserve is to smooth the volatility of Business Rates income. This reserve has been established for the purpose of financing capital expenditure in future years. This reserve is to meet the costs of borrowing for increased funding for the capital programme. Similar contributions are to be made each year with draw downs being required as costs are incurred. |
| Insurance Reserve | 8,080 | 0 | 0 | 8,080 | 8,080 | 0 | |
| Business Rates Reserve | 117 | 0 | 0 | 117 | 117 | 0 | |
| Capital Reserves | | | | | | | |
| Capital Reserve | 23,688 | 0 | 0 | 23,688 | 23,688 | 0 | |
| Prudential Borrowing Reserve | 10,788 | 0 | 0 | 10,788 | 10,788 | 0 | |
| Total Capital Reserves | 34,476 | 0 | 0 | 34,476 | 34,476 | 0 | |
| Cash Flow Reserves | | | | | | | This reserve is being used to manage the cash flow implications of the variations to the Medium Term Financial Plan. |
| Budget Reserve | 1,205 | 0 | 0 | 1,205 | 1,205 | 0 | |
| Total Cash Flow Reserves | 1,205 | 0 | 0 | 1,205 | 1,205 | 0 | |
| Total Other Reserves | 43,878 | 0 | 0 | 43,878 | 43,878 | 0 | |
| Total Reserves | 104,382 | -13,328 | 4,406 | 95,460 | 96,174 | -714 | |

Financial Monitoring and Medium Term Financial Plan Delivery Report
 CABINET - 19th December 2017
 General Revenue Balances

| Date | Forecast 2017/18 £m £m | | Budget 2017/18 £m |
|---|--------------------------------|--|----------------------|
| General Balances: Outturn 2016/17 | 19.970 | | 15.135 |
| County Fund Balance | 19.970 | | 15.135 |
| Planned Contribution to Balances | 4.700 | | 4.700 |
| Planned Contribution from Balances | | | |
| Original forecast outturn position 2016/17 | 24.670 | | 19.835 |
| Additions | 0.000 | | 0.000 |
| Calls on balances deducted | 0.000 | | |
| Automatic calls on/returns to balances | 0.000 | | -2.000 |
| Additional Strategic Measures Forecast Strategic Measures Underpend | 1.000 | | |
| Other items | 0.000 | | |
| Net General Balances | 25.670 | | 17.835 |
| Total Gross Expenditure Budget | 797.065 | | 797.065 |
| Balances as a % of Gross Expenditure | 3.22% | | 2.24% |
| Net Balances | 25.670 | | |
| Calls on / returns to balances agreed but not actioned | 0.000 | | |
| Calls on / returns to balances requested in this report | 0.000 | | |
| Forecast Variation at Year End Less forecast directorate overspend (as set out in Annex 1) | -6.896 | | |
| Revised Outturn position | 18.774 | | |

This page is intentionally left blank

| Directorate | Latest Approved Capital Programme (Cabinet July 2017) | | | Latest Forecast | | | Variation | | | Current Year Expenditure Monitoring | | | | Performance Compared to Original Programme (Council February 2017) | | |
|---|--|---------------------------|-----------------|---------------------------|---------------------------|-----------------|---------------------------|---------------------------|-----------------|--|-----------------------|---|-------------------------------|---|---------------------|---------------------------------------|
| | Current Year £'000s | Future Years £'000s | Total £'000s | Current Year £'000s | Future Years £'000s | Total £'000s | Current Year £'000s | Future Years £'000s | Total £'000s | Actual expenditure to date £'000s | Commitments £'000s | Expenditure Realisation Rate % | Actuals & Commitments % | Current Year £'000s | Variation £'000s | Use of Resources Variation % |
| People: Children | 35,375 | 96,942 | 132,317 | 34,175 | 98,310 | 132,485 | -1,200 | 1,368 | 168 | 4,259 | 16,669 | 12% | 61% | 37,575 | -3,400 | -9% |
| People: Adults | 7,426 | 18,728 | 26,154 | 7,426 | 18,728 | 26,154 | 0 | 0 | 0 | 5,353 | 460 | 72% | 78% | 2,325 | 5,101 | 219% |
| Communities: Transport | 60,901 | 75,980 | 136,881 | 61,305 | 76,389 | 137,694 | 404 | 409 | 813 | 5,730 | 24,900 | 9% | 50% | 54,087 | 7,218 | 13% |
| Communities: Other Property Development Programmes | 7,863 | 22,807 | 30,670 | 6,915 | 23,817 | 30,732 | -948 | 1,010 | 62 | 565 | 4,018 | 8% | 66% | 7,515 | -600 | -8% |
| Resources | 15,355 | 1,270 | 16,625 | 15,355 | 1,270 | 16,625 | 0 | 0 | 0 | 1,630 | 802 | 11% | 16% | 5,880 | 9,475 | 161% |
| Total Directorate Programmes | 126,920 | 215,727 | 342,647 | 125,176 | 218,514 | 343,690 | -1,744 | 2,787 | 1,043 | 17,537 | 46,849 | 14% | 51% | 107,382 | 17,794 | 17% |
| People: Schools Local Capital | 1,400 | 2,382 | 3,782 | 1,400 | 2,382 | 3,782 | 0 | 0 | 0 | 446 | 0 | 32% | 32% | 1,400 | 0 | 0% |
| Earmarked Reserves | 2,986 | 79,552 | 82,538 | 2,986 | 78,649 | 81,635 | 0 | -903 | -903 | | | | | 9,382 | -6,396 | 0% |
| OVERALL TOTAL | 131,306 | 297,661 | 428,967 | 129,562 | 299,545 | 429,107 | -1,744 | 1,884 | 140 | 17,983 | 46,849 | 14% | 50% | 118,164 | 11,398 | 10% |

Financial Monitoring Report: Cabinet 17 October 2017
CAPITAL PROGRAMME: 2017/18 TO 2020/21

In-year Expenditure Forecast Variations

| Project / Programme Name | Previous 2017/18 Forecast* £'000s | Revised 2017/18 Forecast £'000s | Variation £'000s | Comments |
|--|--|--|---------------------|--|
| People: Children Capital Programme | | | | |
| Existing Demographic Pupil Provision (Basic Needs Programme) | 14,225 | 7,825 | -6,400 | Projects being developed. Draw down of budget provision for the projects below. |
| Kingfisher - Expansion (ED899) | 0 | 450 | 450 | On-site. Forecast completion December 2017. |
| Matthew Arnold - 1FE Expansion (ED877) | 0 | 1,850 | 1,850 | Stage 2 approved. Forecast completion August 2018. |
| Faringdon Community College - 2FE Expansion (ED876) | 0 | 2,900 | 2,900 | Stage 2 approved. Forecast completion August 2018. |
| PEOPLE: CHILDREN TOTAL IN-YEAR VARIATION | | | -1,200 | |
| Communities: Transport Capital Programme | | | | |
| Hinksey Hill Northbound Slip Road | 357 | 168 | -189 | Capital project development to be put on hold whilst further revenue options appraisal work completed. |
| Harwell Link Rd Section 2 Hagbourne Hill | 661 | 170 | -491 | Scheme complete, awaiting final account. |
| Riverside routes to Oxford city centre | 446 | 896 | 450 | Bank repairs to take place Summer 17. Main bridge construction may slip to 18/19 due to requirement for statutory instrument approval. |
| Henley Rd (Flowing Springs) | 0 | 1,040 | 1,040 | New Inclusion |
| NPIF programme 2017-18 | 3,215 | 2,515 | -700 | £0.700m Woodstock Rd slipped to 18/19 with DfT approval. |
| Other Small Adjustments | | | 294 | |
| COMMUNITIES: TRANSPORT TOTAL IN-YEAR VARIATION | | | 404 | |
| Communities: Other Property Development Capital Programme | | | | |
| New Salt Stores & Accommodation | 1,500 | 500 | -1,000 | |
| Other Small Adjustments | | | 52 | |
| COMMUNITIES: OTHER PROPERTY DEVELOPMENT TOTAL IN-YEAR VARIATION | | | -948 | |
| CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION | | | -1,744 | |

*As approved by Cabinet

Financial Monitoring Report: Cabinet 17 October 2017
CAPITAL PROGRAMME: 2017/18 TO 2020/21

New Schemes & Budget Changes

| Project / Programme Name | Previous Total Budget* £'000s | Revised Total Budget £'000s | Variation £'000s | Comments |
|---|--|--------------------------------------|---------------------|---|
| <u>People: Children Capital Programme</u> | | | | |
| Existing Demographic Pupil Provision (Basic Needs Programme) | 66,822 | 57,722 | -9,100 | Projects being developed. Draw down of budget provision for the projects below. |
| Kingfisher - Expansion (ED899) | 1 | 480 | 479 | On-site. Forecast completion December 2017. |
| Matthew Arnold - 1FE Expansion (ED877) | 169 | 3,013 | 2,844 | Stage 2 approved. Forecast completion August 2018. |
| Faringdon Community College - 2FE Expansion (ED876) | 345 | 6,290 | 5,945 | Stage 2 approved. Forecast completion August 2018. |
| PEOPLE: CHILDREN TOTAL PROGRAMME SIZE VARIATION | | | 168 | |
| <u>Communities: Transport Capital Programme</u> | | | | |
| Henley Rd (Flowing Springs) | 0 | 1,040 | 1,040 | New Inclusion |
| Carriageways | 6,900 | 6,524 | -376 | Contribution to Henley Rd (Flowing Springs) |
| Small Adjustments | | | 149 | |
| COMMUNITIES: TRANSPORT TOTAL PROGRAMME SIZE VARIATION | | | 813 | |
| <u>Communities: Other Property Development Capital Programme</u> | | | | |
| Small Adjustments | | | 62 | |
| COMMUNITIES: OTHER PROPERTY DEVELOPMENT TOTAL PROGRAMME SIZE VARIATION | | | 62 | |
| CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION | | | 1,043 | |

*As approved by Cabinet

This page is intentionally left blank

CAPITAL PROGRAMME: 2017/18 TO 2020/21

| Programme | | Capital Investment Programme (latest forecast) | | | | | | CAPITAL INVESTMENT TOTAL £'000s |
|--|--|--|---------------------|-----------------------|---------------------|---------------------|---------------------|--|
| | | Current Year | Firm Programme | Provisional Programme | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | |
| People: Children | | 34,175 | 34,175 | 40,080 | 21,656 | 3,552 | 123 | 133,761 |
| People: Schools Local Capital | | 1,400 | 850 | 800 | 732 | 0 | 0 | 3,782 |
| People: Adults | | 7,426 | 13,810 | 2,925 | 1,993 | 0 | 0 | 26,154 |
| Communities: Transport | | 54,960 | 33,247 | 26,764 | 19,680 | 2,247 | 708 | 137,606 |
| Communities: Other Property Development Programmes | | 6,094 | 12,444 | 8,831 | 2,985 | 508 | 0 | 30,862 |
| Resources | | 15,355 | 1,080 | 190 | 0 | 0 | 0 | 16,625 |
| | | | | | | | | |
| TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE | | 119,410 | 95,606 | 79,590 | 47,046 | 6,307 | 831 | 348,790 |
| Earmarked Reserves | | 2,986 | 15,599 | 32,283 | 17,251 | 13,688 | 0 | 81,807 |
| TOTAL ESTIMATED CAPITAL PROGRAMME | | 122,396 | 111,205 | 111,873 | 64,297 | 19,995 | 831 | 430,597 |
| TOTAL ESTIMATED PROGRAMME IN-YEAR RESOURCES | | 130,042 | 91,461 | 93,848 | 57,222 | 2,750 | 0 | 375,323 |
| In-Year Shortfall (-) /Surplus (+) | | | 7,646 | -19,744 | -18,025 | -7,075 | -17,245 | -831 |
| Cumulative Shortfall (-) / Surplus (+) | | 55,361 | 63,007 | 43,263 | 25,238 | 18,163 | 87 | 87 |

| SOURCES OF FUNDING | | 2017 / 18 | 2018 / 19 | 2019 / 20 | 2020 / 21 | 2021 / 22 | 2022 / 23 | CAPITAL RESOURCES TOTAL £'000s |
|--|--------|-----------|-----------|-----------|-----------|-----------|-----------|---|
| | | £'000s | £'000s | £'000s | £'000s | £'000s | £'000s | |
| SCE(C) Formulaic Capital Allocations - Un-ringfenced Grant | | 42,292 | 49,683 | 42,743 | 26,924 | 0 | 0 | 161,642 |
| Devolved Formula Capital- Grant | | 1,400 | 850 | 800 | 732 | 0 | 0 | 3,782 |
| Prudential Borrowing | | 29,384 | 28,533 | 15,381 | 12,950 | 0 | 0 | 86,248 |
| Grants | | 18,681 | 2,562 | 80 | 0 | 0 | 0 | 21,323 |
| Developer Contributions | | 28,920 | 26,086 | 32,484 | 15,588 | 2,750 | 0 | 105,828 |
| District Council Contributions | | 659 | 542 | 0 | 0 | 0 | 0 | 1,201 |
| Other External Funding Contributions | | 710 | 0 | 0 | 0 | 0 | 0 | 710 |
| Revenue Contributions | | 350 | 150 | 65 | 102 | 0 | 0 | 667 |
| Schools Contributions | | 0 | 28 | 0 | 0 | 0 | 0 | 28 |
| Use of Capital Receipts | | 0 | 2,771 | 20,320 | 2,476 | 0 | 0 | 25,567 |
| Use of Capital Reserves | | 0 | 0 | 0 | 5,525 | 17,245 | 831 | 23,601 |
| TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED | | 122,396 | 111,205 | 111,873 | 64,297 | 19,995 | 831 | 430,597 |
| TOTAL ESTIMATED IN YEAR RESOURCES AVAILABLE | | 130,042 | 91,461 | 93,848 | 57,222 | 2,750 | 0 | 375,323 |
| Capital Grants Reserve C/Fwd | 11,774 | 17,599 | 0 | 0 | 0 | 0 | 0 | 0 |
| Usable Capital Receipts C/Fwd | 19,899 | 21,720 | 19,575 | 1,550 | 0 | 0 | 0 | 0 |
| Capital Reserve C/Fwd | 23,688 | 23,688 | 23,688 | 23,688 | 18,163 | 918 | 87 | 87 |

PEOPLE: CHILDREN CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years £'000s | Latest Forecast | | | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|--|-----------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| Provision of School Places (Basic Need) | | | | | | | | | | |
| Existing Demographic Pupil Provision (Basic Needs Programme) | 1,648 | 6,575 | 11,588 | 21,356 | 12,500 | 3,075 | 123 | 56,865 | 55,217 | 48,642 |
| 11/12 - 16/17 Basic Need Programme Completions | 4,532 | 350 | 1,201 | 0 | 0 | 0 | 0 | 6,083 | 1,551 | 1,201 |
| Adderbury, Christopher Rawlins - Expansion to 1.5FE (ED875) | 515 | 1,750 | 177 | 0 | 0 | 0 | 0 | 2,442 | 1,927 | 177 |
| Drayton - Expansion to 1FE (ED886) | 56 | 450 | 42 | 0 | 0 | 0 | 0 | 548 | 492 | 42 |
| Sutton Courtenay - Expansion to 1FE (ED883) | 71 | 1,050 | 100 | 36 | 0 | 0 | 0 | 1,257 | 1,186 | 136 |
| Chilton - Expansion to 1.5FE (ED893) | 124 | 1,400 | 200 | 20 | 0 | 0 | 0 | 1,744 | 1,620 | 220 |
| Willowcroft - SEN Resource Base (ED905) | 0 | 275 | 13 | 0 | 0 | 0 | 0 | 288 | 288 | 13 |
| Kingfisher - Expansion (ED899) | 1 | 450 | 29 | 0 | 0 | 0 | 0 | 480 | 479 | 29 |
| Matthew Arnold - 1FE Expansion (ED877) | 169 | 1,850 | 850 | 144 | 0 | 0 | 0 | 3,013 | 2,844 | 994 |
| Faringdon Community College - 2FE Expansion (ED876) | 345 | 2,900 | 2,200 | 845 | 0 | 0 | 0 | 6,290 | 5,945 | 3,045 |
| East Hanney, St James - Expansion to 1FE (ED859) | 184 | 1,250 | 600 | 99 | 0 | 0 | 0 | 2,133 | 1,949 | 699 |
| Provision of School Places Total | 7,645 | 18,300 | 17,000 | 22,500 | 12,500 | 3,075 | 123 | 81,143 | 73,498 | 55,198 |

PEOPLE: CHILDREN CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years £'000s | Latest Forecast | | | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|---|-----------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>Growth Portfolio - New Schools</u> | | | | | | | | | | |
| Note: This section of the programme shows available funding and not the full scheme cost, unless specified Project Approval number displayed. | | | | | | | | | | |
| Didcot, Great Western Park - Secondary (Phase 1) (ED836) Aureus | 18,561 | 2,250 | 0 | 860 | 0 | 0 | 0 | 21,671 | 3,110 | 860 |
| Didcot, Great Western Park - Primary 2 (14 classroom) (ED835) Aureus | 648 | 4,500 | 1,750 | 252 | 0 | 0 | 0 | 7,150 | 6,502 | 2,002 |
| Bicester, South West - Secondary (Alchester) | 71 | 1,750 | 8,500 | 5,000 | 679 | 0 | 0 | 16,000 | 15,929 | 14,179 |
| Oxford - Barton (West) - 1.5FE Primary School | 256 | 750 | 700 | 3,000 | 2,250 | 244 | 0 | 7,200 | 6,944 | 6,194 |
| Banbury, Southam Road - 1FE Primary School | 17 | 200 | 500 | 3,000 | 2,250 | 183 | 0 | 6,150 | 6,133 | 5,933 |
| The Swan Free School (Financial Contribution) | 0 | 50 | 700 | 800 | 500 | 50 | 0 | 2,100 | 2,100 | 2,050 |
| Project Development Budget | 0 | 100 | 100 | 100 | 100 | 0 | 0 | 400 | 400 | 300 |
| · North East Wantage (Crab Hill) | | | | | | | | | | |
| · Bicester, Graven Hill | | | | | | | | | | |
| New School Programme Completions | 0 | 950 | 900 | 36 | 0 | 0 | 0 | 1,886 | 1,886 | 936 |
| Growth Portfolio Total | 19,553 | 10,550 | 13,150 | 13,048 | 5,779 | 477 | 0 | 62,557 | 43,004 | 32,454 |

PEOPLE: CHILDREN CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years £'000s | Latest Forecast | | | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|--|--------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|------------------------|------------------------------------|---|
| | | Firm Programme | | Provisional Programme | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>Children's Home</u> | | | | | | | | | | |
| New Children's Home Programme Completions | 0 | 150 | 100 | 912 | 0 | 0 | 0 | 1,162 | 1,162 | 1,012 |
| Children's Home Total | 0 | 150 | 100 | 912 | 0 | 0 | 0 | 1,162 | 1,162 | 1,012 |
| <u>Annual Programmes</u> | | | | | | | | | | |
| Schools Access Initiative | 0 | 400 | 400 | 400 | 300 | 0 | 0 | 1,500 | 1,500 | 1,100 |
| Temporary Classrooms - Replacement & Removal | 0 | 325 | 350 | 350 | 350 | 0 | 0 | 1,375 | 1,375 | 1,050 |
| Schools Accommodation Intervention & Support Programme | 0 | 100 | 100 | 100 | 100 | 0 | 0 | 400 | 400 | 300 |
| School Structural Maintenance (inc Health & Safety) | 0 | 2,350 | 2,050 | 2,050 | 1,700 | 0 | 0 | 8,150 | 8,150 | 5,800 |
| Annual Programme Total | 0 | 3,175 | 2,900 | 2,900 | 2,450 | 0 | 0 | 11,425 | 11,425 | 8,250 |
| <u>Other Schemes & Programmes</u> | | | | | | | | | | |
| CEF Transformation Programme - Children & Family Centres (ED895) | 917 | 350 | 200 | 33 | 0 | 0 | 0 | 1,500 | 583 | 233 |
| Capacity Building - Early Yrs Entitlement | 1,187 | 1,300 | 500 | 500 | 499 | 0 | 0 | 3,986 | 2,799 | 1,499 |
| Free School Meals (ED862) | 0 | 100 | 0 | 10 | 0 | 0 | 0 | 110 | 110 | 10 |
| Loans to Foster/Adoptive Parents (Prudentially Funded) | 247 | 75 | 75 | 75 | 428 | 0 | 0 | 900 | 653 | 578 |
| Small Projects | 114 | 0 | 25 | 15 | 0 | 0 | 0 | 154 | 40 | 40 |
| Other Schemes & Programmes Total | 2,465 | 1,825 | 800 | 633 | 927 | 0 | 0 | 6,650 | 4,185 | 2,360 |

PEOPLE: CHILDREN CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years £'000s | Latest Forecast | | | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|--|-----------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>Retentions</u> | | | | | | | | | | |
| Retention Total | 18 | 175 | 225 | 87 | 0 | 0 | 0 | 505 | 487 | 312 |
| <u>Schools Capital</u> | | | | | | | | | | |
| Devolved Formula Capital | 0 | 1,400 | 850 | 800 | 732 | 0 | 0 | 3,782 | 3,782 | 2,382 |
| School Local Capital Programme Total | 0 | 1,400 | 850 | 800 | 732 | 0 | 0 | 3,782 | 3,782 | 2,382 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| PEOPLE: CHILDREN CAPITAL PROGRAMME EXPENDITURE TOTAL | 29,681 | 35,575 | 35,025 | 40,880 | 22,388 | 3,552 | 123 | 167,224 | 137,543 | 101,968 |
| | | | | | | | | | | |
| PEOPLE: CHILDREN ADJUSTED CAPITAL PROGRAMME EXPENDITURE TOTAL | 29,681 | 34,175 | 34,175 | 40,080 | 21,656 | 3,552 | 123 | 163,442 | 133,761 | 99,586 |
| | | | | | | | | | | |

PEOPLE: ADULTS CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|---|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>Public Health Directorate</u> | | | | | | | | | | |
| PUBLIC HEALTH PROGRAMME TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>SOCIAL CARE FOR ADULTS PROGRAMME</u> | | | | | | | | | | |
| <u>Adult Social Care</u> Adult Social Care Programme | 355 | 845 | 1,750 | 1,300 | 0 | 0 | 0 | 4,250 | 3,895 | 3,050 |
| <u>Residential</u> HOPs Phase 1- New Builds | 0 | 0 | 10,503 | 0 | 0 | 0 | 0 | 10,503 | 10,503 | 10,503 |
| Oxfordshire Care Partnership | 8,729 | 271 | 0 | 0 | 0 | 0 | 0 | 9,000 | 271 | 0 |
| <u>Specialist Housing Programme (inc ECH - New Schemes & Adaptations to Existing Properties)</u> ECH - New Schemes & Adaptations to Existing Properties | 1,111 | 1,200 | 1,400 | 1,500 | 1,922 | 0 | 0 | 7,133 | 6,022 | 4,822 |
| Deferred Interest Loans (CSDP) | 432 | 125 | 125 | 125 | 71 | 0 | 0 | 878 | 446 | 321 |
| SOCIAL CARE FOR ADULTS PROGRAMME TOTAL | 10,627 | 2,441 | 13,778 | 2,925 | 1,993 | 0 | 0 | 31,764 | 21,137 | 18,696 |
| <u>Disabled Facilities Grant</u> Disabled Facilities Grant | 0 | 4,985 | 0 | 0 | 0 | 0 | 0 | 4,985 | 4,985 | 0 |
| DISABLED FACILITIES GRANT PROGRAMME TOTAL | 0 | 4,985 | 0 | 0 | 0 | 0 | 0 | 4,985 | 4,985 | 0 |
| <u>Autism Capital Grant</u> Autism Capital Grant | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 18 | 0 | 0 |
| AUTISM CAPITAL GRANT PROGRAMME TOTAL | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 18 | 0 | 0 |

PEOPLE: ADULTS CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|---|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>STRATEGY AND TRANSFORMATION PROGRAMME</u> | | | | | | | | | | |
| STRATEGY& TRANSFORMATION PROGRAMME TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Retentions & Minor Works | 0 | 0 | 32 | 0 | 0 | 0 | 0 | 32 | 32 | 32 |
| PEOPLE: ADULTS CAPITAL PROGRAMME EXPENDITURE TOTAL | 10,645 | 7,426 | 13,810 | 2,925 | 1,993 | 0 | 0 | 36,799 | 26,154 | 18,728 |
| | | | | | | | | | | |

COMMUNITIES: TRANSPORT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | Total Scheme Cost £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|--------|--------|-----------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | | | |
| <u>CITY DEAL PROGRAMME</u> | | | | | | | | | | | | |
| <u>Science Transit</u> | | | | | | | | | | | | |
| Kennington & Hinksey Roundabouts | 7,355 | 118 | 0 | 0 | 0 | 0 | 0 | 7,473 | 118 | 0 | | |
| Hinksey Hill Northbound Slip Road | 373 | 368 | 372 | 5,677 | 400 | 1,510 | 0 | 8,700 | 8,327 | 7,959 | | |
| <u>Access to Enterprise Zone</u> | | | | | | | | | | | | |
| Harwell Link Rd Section 1 B4493 to A417 | 3,822 | 6,661 | 59 | 1,107 | 0 | 0 | 0 | 11,649 | 7,827 | 1,166 | | |
| Harwell Link Rd Section 2 Hagbourne Hill | 5,354 | 170 | 491 | 0 | 0 | 0 | 0 | 6,015 | 661 | 491 | | |
| Featherbed Lane and Steventon Lights | 2,307 | 200 | 1,000 | 1,769 | 2,448 | 0 | 0 | 7,724 | 5,417 | 5,217 | | |
| Harwell, Oxford Entrance | 257 | 250 | 1,150 | 343 | 0 | 0 | 0 | 2,000 | 1,743 | 1,493 | | |
| <u>Northern Gateway</u> | | | | | | | | | | | | |
| Cutteslowe Roundabout | 4,903 | 243 | 0 | 31 | 0 | 0 | 0 | 5,177 | 274 | 31 | | |
| Wolvercote Roundabout | 5,257 | 100 | 0 | 5 | 0 | 0 | 0 | 5,362 | 105 | 5 | | |
| Loop Farm Link Road | 264 | 4,235 | 2,801 | 0 | 0 | 0 | 0 | 7,300 | 7,036 | 2,801 | | |
| Other City Deal Programme spend | 182 | -88 | 0 | 0 | 0 | 0 | 0 | 94 | -88 | 0 | | |
| CITY DEAL PROGRAMME TOTAL | 30,074 | 12,257 | 5,873 | 8,932 | 2,848 | 1,510 | 0 | 61,494 | 31,420 | 19,163 | | |
| <u>LOCAL PINCH POINT PROGRAMME</u> | | | | | | | | | | | | |
| Milton Interchange | 11,966 | 578 | 0 | 0 | 0 | 0 | 0 | 12,544 | 578 | 0 | | |
| A34 Chilton Junction Improvements | 9,693 | 507 | 683 | 0 | 0 | 0 | 0 | 10,883 | 1,190 | 683 | | |
| LOCAL PINCH POINT PROGRAMME TOTAL | 21,659 | 1,085 | 683 | 0 | 0 | 0 | 0 | 23,427 | 1,768 | 683 | | |

COMMUNITIES: TRANSPORT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme Cost £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>LOCAL GROWTH DEAL PROGRAMME</u> | | | | | | | | | | |
| Eastern Arc Phase 1 Access to Headington | 2,167 | 5,760 | 1,024 | 82 | 2,132 | 0 | 0 | 11,165 | 8,998 | 3,238 |
| Science Vale Cycle Network Improvements | 88 | 900 | 1,800 | 1,000 | 712 | 0 | 0 | 4,500 | 4,412 | 3,512 |
| Oxford Science Transit Phase 2 - A40 Public Transport improvements (project development) | 388 | 2,300 | 812 | 0 | 0 | 0 | 0 | 3,500 | 3,112 | 812 |
| Didcot Northern Perimeter Road 3 (project development) | 485 | 265 | 0 | 0 | 0 | 0 | 0 | 750 | 265 | 0 |
| A34 Lodge Hill Slips (project development) | 7 | 175 | 0 | 0 | 0 | 0 | 0 | 182 | 175 | 0 |
| Oxford Queen's Street Pedestrianisation (project development) | 104 | 806 | 560 | 0 | 0 | 0 | 0 | 1,470 | 1,366 | 560 |
| LOCAL GROWTH DEAL PROGRAMME TOTAL | 3,239 | 10,206 | 4,196 | 1,082 | 2,844 | 0 | 0 | 21,567 | 18,328 | 8,122 |
| <u>SCIENCE VALE UK</u> | | | | | | | | | | |
| Milton Park Employment Access Link: Backhill Tunnel | 280 | 527 | 0 | 0 | 0 | 0 | 0 | 807 | 527 | 0 |
| Wantage, Crab Hill (contribution) | 0 | 0 | 950 | 1,500 | 0 | 0 | 0 | 2,450 | 2,450 | 2,450 |
| SCIENCE VALE UK LOCALITY PROGRAMME TOTAL | 280 | 527 | 950 | 1,500 | 0 | 0 | 0 | 3,257 | 2,977 | 2,450 |

COMMUNITIES: TRANSPORT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme Cost £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>OXFORD</u> | | | | | | | | | | |
| Iffley Fields Controlled Parking Zone | 0 | 225 | 25 | 0 | 0 | 0 | 0 | 250 | 250 | 25 |
| Woodstock Rd, ROQ | 98 | 240 | 312 | 0 | 0 | 0 | 0 | 650 | 552 | 312 |
| Riverside routes to Oxford city centre | 566 | 1,046 | 2,055 | 0 | 0 | 0 | 0 | 3,667 | 3,101 | 2,055 |
| OXFORD LOCALITY PROGRAMME TOTAL | 664 | 1,511 | 2,392 | 0 | 0 | 0 | 0 | 4,567 | 3,903 | 2,392 |
| <u>BICESTER</u> | | | | | | | | | | |
| Bicester Perimeter Road (Project Development) | 0 | 0 | 500 | 500 | 0 | 0 | 0 | 1,000 | 1,000 | 1,000 |
| BICESTER LOCALITY PROGRAMME TOTAL | 0 | 0 | 500 | 500 | 0 | 0 | 0 | 1,000 | 1,000 | 1,000 |
| <u>BANBURY</u> | | | | | | | | | | |
| BANBURY LOCALITY PROGRAMME TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>WITNEY AND CARTERTON</u> | | | | | | | | | | |
| Witney, A40 Downs Road junction (contribution) | 0 | 500 | 750 | 0 | 0 | 0 | 0 | 1,250 | 1,250 | 750 |
| WITNEY AND CARTERTON LOCALITY PROGRAMME TOTAL | 0 | 500 | 750 | 0 | 0 | 0 | 0 | 1,250 | 1,250 | 750 |

COMMUNITIES: TRANSPORT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | Total Scheme Cost £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------|--------|-----------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | | | | | |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | | | |
| <u>COUNTYWIDE AND OTHER</u> | | | | | | | | | | | | |
| East-West Rail (contribution) | 29 | 737 | 737 | 737 | 737 | 737 | 708 | 4,422 | 4,393 | 3,656 | | |
| Small schemes (developer and other funded) | 36 | 881 | 0 | 0 | 0 | 0 | 0 | 917 | 881 | 0 | | |
| Completed schemes | 0 | 240 | 0 | 0 | 0 | 0 | 0 | 240 | 240 | 0 | | |
| COUNTYWIDE AND OTHER INTEGRATED TRANSPORT TOTAL | 65 | 1,858 | 737 | 737 | 737 | 737 | 708 | 5,579 | 5,514 | 3,656 | | |
| | | | | | | | | | | | | |
| INTEGRATED TRANSPORT STRATEGY TOTAL | 55,981 | 27,944 | 16,081 | 12,751 | 6,429 | 2,247 | 708 | 122,141 | 66,160 | 38,216 | | |
| <u>STRUCTURAL MAINTENANCE PROGRAMME</u> | | | | | | | | | | | | |
| Carriageways | 0 | 1,286 | 1,854 | 1,880 | 1,504 | 0 | 0 | 6,524 | 6,524 | 5,238 | | |
| Surface Treatments | 0 | 7,822 | 6,075 | 6,110 | 5,983 | 0 | 0 | 25,990 | 25,990 | 18,168 | | |
| Footways | 0 | 1,075 | 752 | 752 | 750 | 0 | 0 | 3,329 | 3,329 | 2,254 | | |
| Drainage | 0 | 841 | 900 | 900 | 900 | 0 | 0 | 3,541 | 3,541 | 2,700 | | |
| Bridges | 0 | 2,081 | 2,005 | 2,000 | 1,893 | 0 | 0 | 7,979 | 7,979 | 5,898 | | |
| Public Rights of Way Foot Bridges | 0 | 107 | 100 | 100 | 100 | 0 | 0 | 407 | 407 | 300 | | |
| Street Lighting | 0 | 1,617 | 890 | 775 | 775 | 0 | 0 | 4,057 | 4,057 | 2,440 | | |
| Traffic Signals | 0 | 225 | 250 | 172 | 247 | 0 | 0 | 894 | 894 | 669 | | |
| Section 42 contributions | 0 | 604 | 555 | 558 | 561 | 0 | 0 | 2,278 | 2,278 | 1,674 | | |
| STRUCTURAL MAINTENANCE ANNUAL PROGRAMMES TOTAL | 0 | 15,658 | 13,381 | 13,247 | 12,713 | 0 | 0 | 54,999 | 54,999 | 39,341 | | |

COMMUNITIES: TRANSPORT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|---|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme Cost £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| CHALLENGE FUND PROGRAMME | | | | | | | | | | |
| Street Lighting | 1,161 | 2,929 | 0 | 0 | 0 | 0 | 0 | 4,090 | 2,929 | 0 |
| Drainage | 2,251 | 1,499 | 0 | 0 | 0 | 0 | 0 | 3,750 | 1,499 | 0 |
| Edge Strengthening | 3,057 | 1,953 | 0 | 0 | 0 | 0 | 0 | 5,010 | 1,953 | 0 |
| Resurfacing | 476 | 694 | 0 | 0 | 0 | 0 | 0 | 1,170 | 694 | 0 |
| CHALLENGE FUND PROGRAMME TOTAL | 6,945 | 7,075 | 0 | 0 | 0 | 0 | 0 | 14,020 | 7,075 | 0 |
| Major schemes and other programme | | | | | | | | | | |
| Embankment Stabilisation Programme | 800 | 7 | 0 | 0 | 0 | 0 | 0 | 807 | 7 | 0 |
| Henley Rd (Flowing Springs) | 0 | 1,040 | 0 | 0 | 0 | 0 | 0 | 1,040 | | |
| A420/A34 Botley Junction & Cumnor Bypass | 480 | 11 | 0 | 0 | 0 | 0 | 0 | 491 | 11 | 0 |
| Kennington Railway Bridge | 818 | 200 | 1,800 | 266 | 0 | 0 | 0 | 3,084 | 2,266 | 2,066 |
| Oxford, Cowley Road | 0 | 70 | 720 | 0 | 0 | 0 | 0 | 790 | 790 | 720 |
| A478 Playhatch Road (project development) | 116 | 5 | 0 | 0 | 0 | 0 | 0 | 121 | 5 | 0 |
| Network Rail Electrification Bridge Betterment Programme | 228 | 500 | 500 | 500 | 538 | 0 | 0 | 2,266 | 2,038 | 1,538 |
| NPIF programme 2017-18 | 0 | 2,450 | 765 | 0 | 0 | 0 | 0 | 3,215 | 3,215 | 765 |
| STRUCTURAL MAINTENANCE MAJOR SCHEMES TOTAL | 2,442 | 4,283 | 3,785 | 766 | 538 | 0 | 0 | 11,814 | 9,372 | 5,089 |
| STRUCTURAL MAINTENANCE PROGRAMME TOTAL | 9,387 | 27,016 | 17,166 | 14,013 | 13,251 | 0 | 0 | 80,833 | 71,446 | 44,430 |
| | | | | | | | | | | |
| COMMUNITIES: TRANSPORT CAPITAL PROGRAMME EXPENDITURE TOTAL | 65,368 | 54,960 | 33,247 | 26,764 | 19,680 | 2,247 | 708 | 202,974 | 137,606 | 82,646 |

COMMUNITIES: OTHER PROPERTY DEVELOPMENT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| <u>Fire & Rescue Service</u> | | | | | | | | | | |
| Fire Equipment (SC112) | 547 | 0 | 103 | 0 | 0 | 0 | 0 | 650 | 103 | 103 |
| Relocation of Rewley Training Facility | 0 | 25 | 50 | 450 | 75 | 0 | 0 | 600 | 600 | 575 |
| Carterton Fire Station | 34 | 0 | 0 | 0 | 0 | 0 | 0 | 34 | 0 | 0 |
| Fire Review Development Budget | 0 | 200 | 250 | 2,700 | 275 | 0 | 0 | 3,425 | 3,425 | 3,225 |
| COMMUNITY SAFETY PROGRAMME TOTAL | 581 | 225 | 403 | 3,150 | 350 | 0 | 0 | 4,709 | 4,128 | 3,903 |
| <u>ASSET UTILISATION PROGRAMMES</u> | | | | | | | | | | |
| Asset Utilisation Programme | 0 | 1,400 | 1,400 | 1,266 | 0 | 0 | 0 | 4,066 | 4,066 | 2,666 |
| Asset Utilisation Completions | 0 | 0 | 416 | 0 | 0 | 0 | 0 | 416 | 416 | 416 |
| ASSET UTILISATION PROGRAMME TOTAL | 0 | 1,400 | 1,816 | 1,266 | 0 | 0 | 0 | 4,482 | 4,482 | 3,082 |
| <u>ENERGY EFFICIENCY IMPROVEMENT PROGRAMME</u> | | | | | | | | | | |
| Rooftop Solar PV Programme | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 |
| SALIX Energy Programme | 198 | 150 | 150 | 130 | 102 | 0 | 0 | 730 | 532 | 382 |
| ENERGY EFFICIENCY IMPROVEMENT PROGRAMME TOTAL | 200 | 150 | 150 | 130 | 102 | 0 | 0 | 732 | 532 | 382 |
| <u>ANNUAL PROPERTY PROGRAMMES</u> | | | | | | | | | | |
| Minor Works Programme | 99 | 500 | 200 | 200 | 278 | 0 | 0 | 1,277 | 1,178 | 678 |
| Health & Safety (Non-Schools) | 0 | 24 | 50 | 74 | 74 | 0 | 0 | 222 | 222 | 198 |
| ANNUAL PROPERTY PROGRAMMES TOTAL | 99 | 524 | 250 | 274 | 352 | 0 | 0 | 1,499 | 1,400 | 876 |

COMMUNITIES: OTHER PROPERTY DEVELOPMENT CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|--|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| WASTE MANAGEMENT PROGRAMME | | | | | | | | | | |
| Waste Recycling Centre Infrastructure Development | 0 | 150 | 100 | 1,000 | 1,250 | 289 | 0 | 2,789 | 2,789 | 2,639 |
| Alkerton WRC | 0 | 150 | 50 | 400 | 931 | 219 | 0 | 1,750 | 1,750 | 1,600 |
| Oxford Waste Partnership PRG Allocation | 580 | 0 | 0 | 0 | 0 | 0 | 0 | 580 | 0 | 0 |
| WASTE MANAGEMENT PROGRAMME TOTAL | 580 | 300 | 150 | 1,400 | 2,181 | 508 | 0 | 5,119 | 4,539 | 4,239 |
| CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES | | | | | | | | | | |
| Broadband (OxOnline) Project | 12,648 | 2,349 | 2,590 | 2,165 | 0 | 0 | 0 | 19,752 | 7,104 | 4,755 |
| Spendlove Centre, Charlbury (R11) | 156 | 246 | 0 | 0 | 0 | 0 | 0 | 402 | 246 | 0 |
| Oxford Flood Relief Scheme | 0 | 0 | 5,000 | 0 | 0 | 0 | 0 | 5,000 | 5,000 | 5,000 |
| Cogges Manor Farm | 0 | 300 | 75 | 0 | 0 | 0 | 0 | 375 | 375 | 75 |
| Chipping Norton Access Road - Rockhill Farm (R26) | 0 | 100 | 10 | 0 | 0 | 0 | 0 | 110 | 110 | 10 |
| New Salt Stores & Accommodation | 104 | 500 | 2,000 | 446 | 0 | 0 | 0 | 3,050 | 2,946 | 2,446 |
| CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES TOTAL | 12,908 | 3,495 | 9,675 | 2,611 | 0 | 0 | 0 | 28,689 | 15,781 | 12,286 |
| Retentions (completed schemes) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMMUNITIES: OTHER PROPERTY DEVELOPMENT CAPITAL PROGRAMME EXPENDITURE TOTAL | 14,368 | 6,094 | 12,444 | 8,831 | 2,985 | 508 | 0 | 45,230 | 30,862 | 24,768 |

RESOURCES CAPITAL PROGRAMME

| Project/ Programme Name | Previous Years Actual £'000s | Latest Forecast | | | | | | | | |
|---|------------------------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|---------------------------|---------------------------------------|--|
| | | Firm Programme | | Provisional Programme | | | | Total Scheme £'000s | Capital Investment Total £'000s | Future Capital Investment Total £'000s |
| | | 2017 / 18 £'000s | 2018 / 19 £'000s | 2019 / 20 £'000s | 2020 / 21 £'000s | 2021 / 22 £'000s | 2022 / 23 £'000s | | | |
| COMMUNITY SERVICES PROGRAMME | | | | | | | | | | |
| Bicester Library (CS13) | 710 | 300 | 300 | 190 | 0 | 0 | 0 | 1,500 | 790 | 490 |
| Westgate Library - Redevelopment | 199 | 2,700 | 701 | 0 | 0 | 0 | 0 | 3,600 | 3,401 | 701 |
| Cowley Library (Development budget) | 0 | 70 | 10 | 0 | 0 | 0 | 0 | 80 | 80 | 10 |
| COMMUNITY SERVICES PROGRAMME TOTAL | 909 | 3,070 | 1,011 | 190 | 0 | 0 | 0 | 5,180 | 4,271 | 1,201 |
| OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP | | | | | | | | | | |
| Local Growth Fund | | | | | | | | | | |
| Didcot Station Car Park Expansion (contribution) | 1,131 | 8,300 | 69 | 0 | 0 | 0 | 0 | 9,500 | 8,369 | 69 |
| Centre for Applied Superconductivity | 4,115 | 375 | 0 | 0 | 0 | 0 | 0 | 4,490 | 375 | 0 |
| Advanced Engineering & Technical Skills Centre | 676 | 3,324 | 0 | 0 | 0 | 0 | 0 | 4,000 | 3,324 | 0 |
| Northway and Marston Flood Alleviation | 321 | 279 | 0 | 0 | 0 | 0 | 0 | 600 | 279 | 0 |
| OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP TOTAL | 6,243 | 12,278 | 69 | 0 | 0 | 0 | 0 | 18,590 | 12,347 | 69 |
| Completed Projects | 10 | 7 | 0 | 0 | 0 | 0 | 0 | 17 | 7 | 0 |
| | | | | | | | | | | |
| RESOURCES CAPITAL PROGRAMME EXPENDITURE TOTAL | 7,162 | 15,355 | 1,080 | 190 | 0 | 0 | 0 | 23,787 | 16,625 | 1,270 |
| | | | | | | | | | | |

| |
|------------------|
| Division(s): N/A |
|------------------|

CABINET – 19 DECEMBER 2017

Service & Resource Planning 2018/19 to 2021/22

Report by the Director of Finance

Introduction

1. This report is the second in the series on the Service & Resource Planning process for 2018/19 which will culminate in Council setting a budget for 2018/19 and a medium term financial plan to 2021/22 in February 2018. The report sets out the:
 - new financial strategy principles;
 - new improvements and investments plus pressures and savings for 2018/19 and the medium term;
 - key announcements of the Autumn Budget announced on 22 November 2017;
 - review of charges for 2018/19; and
 - capital programme portfolios for 2018/19 to 2027/28.
2. This report will be considered ahead of Cabinet by the Performance Scrutiny Committee on 14 December 2017.
3. The provisional local government finance settlement is expected to be announced in the week commencing 11 December 2017. An addenda will be produced once it has been announced.
4. The following annexes are attached to this report:
 - Annex 1: Revenue budget improvements and investments plus pressures and savings 2018/19 – 2021/22
 - Annex 2: Review of Charges 2018/19
 - Annex 3: Service & Community Impact Statements (SCIAs)

Corporate Plan

5. A new Corporate Plan will be presented to Council for approval in February 2018. The plan will reflect the Council's strategy and priorities as articulated in the new vision and recently published prospectus, and set out how these will be achieved over the coming years.

6. The Corporate Plan will be based on the Council's vision: **Thriving communities for everyone in Oxfordshire.**
7. This reflects the outcomes from resident focus groups over the summer, and a strong desire to recognise the importance of communities that people identify with as fundamental to people's lives. The theme of Thriving Communities will be the basis for further engagement activity over the coming year in helping to refine and define what this means to people, and how the council can enable and support them.
8. To achieve our vision, we will listen to residents so we can continuously improve our services and provide value for money. Our priorities are:

Thriving communities

- We help people live safe, healthy lives and play an active part in their community
- We provide services that enhance the quality of life in our communities, and protect the local environment

Thriving people

- We strive to give every child a good start in life, and protect everyone from abuse and neglect
- We enable older and disabled people to live independently and care for those in greatest need

Thriving economy

- We support a thriving local economy by improving transport links to create jobs and homes for the future

The Financial Strategy

9. A new financial strategy is being developed that sets out a vision for how the Council will become self-sustaining and financially resilient in delivering its vision for thriving communities for everyone in Oxfordshire. The strategy reflects a sound understanding of the balance between what is possible and what is prudent and explicitly provides capacity to deal with the unexpected. Fundamentally, the financial strategy will align capital and revenue resources with objectives. The new financial strategy comprises short, medium and long term planning horizons but focuses on the medium and longer term because, the challenges faced are with us for the long term and this time horizon should be the focus if the Council is to thrive in an uncertain future.
10. By April 2020, the Council will have delivered the savings required to reduce spending in line with the government's grant reductions. Beyond this the Council aims to achieve long term sustainability and financial resilience and provide the resources to deliver the Council's vision and priorities. However, to succeed in reaching this state requires successful delivery of three critical elements which reflect the financial planning principles for the forthcoming year:

- Managing the impact of rising need, caused by increased population and increased complexity, for adult and children's social care through effective demand management approaches and cost control
 - Taking a holistic approach to use of reserves and other corporate measures as well as income generation, to ensure the council has the financial breathing space during 2018/19 and 2019/20 to drive forward actions which will reduce demand
 - Delivering the savings currently in the medium term financial plan (MTFP), and identifying upwards of £15m of savings included in the MTFP from transforming how we work.
11. The Financial Strategy is being developed in-line with the principles set out above and will be presented to Cabinet in January 2018 with the proposed budget.

Service & Resource Planning process

12. As set out above, the Council's robust approach to financial planning means that after seven years of difficult decisions to manage reductions in funding at the same time as increased demographic pressures in social care, the Council will, subject to a positive outcome of the Fair Funding Review be financially sustainable by the end of the MTFP period. The Council will be able to make investment decisions rather than having to manage net budget reductions.
13. The Council's Fit for the Future transformation programme has reached a pivotal point. The current phase of work is of immense importance for determining the future direction of the Council and in partnership with PWC, with the active involvement of staff, the Council will be developing the best solutions for Oxfordshire that will serve us into the future. This piece of work is due to complete in early January 2018 and will provide high level proposals to achieve the target £15m savings in the MTFP aligned to transformation.
14. A member engagement session was held in November 2017 for Cabinet plus key members of the Labour and Liberal Democrat Groups. The purpose was to set out the approach to financial planning over the medium term; the proposed capital portfolio areas and review the latest revenue improvements and investments, and pressures and savings.
15. The Performance Scrutiny Committee will consider and comment on the revenue improvements and investments plus pressures and savings and will feedback to Cabinet. The Cabinet will take the Scrutiny Committee's comments into consideration in proposing its budget in January 2018. Performance Scrutiny Committee will also consider and comment on the capital portfolios. The Committee will have a further opportunity to comment on the capital programme at its meeting in January 2018.
16. Following the announcement of the Provisional Local Government Finance Settlement, the Cabinet will propose the 2018/19 revenue budget, 2018/19 –

2021/22 Medium Term Financial Plan and Capital Programme to 2027/28 on 23 January 2018.

17. Council will meet on 13 February 2018, following the Final Local Government Finance Settlement and final information from District Councils, to agree the 2018/19 revenue budget, Medium Term Financial Plan for 2018/19 – 2021/22 and Capital Programme to 2027/28.

Improvements and Investments Plus Pressures and Savings Options

18. The report to Cabinet in September 2017 and the Financial Monitoring & Business Strategy Delivery reports throughout the year have set out the emerging pressures that need addressing as part of the 2018/19 Service & Resource Planning process. The paragraphs below set out the service improvement and investment proposals plus the pressures and savings proposals, details of which are provided in Annex 1.

Improvements and Investments

19. There are new Service improvements and investments totalling £4.7m for the period 2018/19 to 2021/22 as shown in the table below.

| Service Area | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total £m |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| Communities | 4.4 | 0.4 | | -0.5 | 4.3 |
| Communities – Fire & Rescue Service | 0.4 | | | | 0.4 |
| TOTAL | 4.8 | 0.4 | 0.0 | -0.5 | 4.7 |

20. In the Communities directorate, the council is proposing not to make previously agreed savings relating to highways Area Stewards and grass cutting, investing £1.9m. The council will also carry out some extra essential safety resurfacing and patching work on cycle lanes and bus laybys as well as rural sign clearance and line painting, investing £1.0m on a one-off basis.
21. The council is investing £0.9m to create a new Community Asset and Investment team to develop, implement and manage a property strategy. The team will rationalise the council's estate, find innovative ways to invest and generate capital. In addition, it is proposed to invest £1.6m in a team to deliver the Council's capital programme and facilities management service.
22. Following the incident at Grenfell Tower, the Council is investing £0.4m in the Fire & Rescue Service to ensure there are sufficient officers to undertake increased regulatory and enforcement work.

Pressures

23. There are new Service and Corporate pressures totalling £34.1m for the period 2018/19 to 2021/22 as shown in the table below.

| Service Area | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total £m |
|---|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| People – Children's Services | 7.5 | 0.4 | 1.5 | 1.5 | 10.9 |
| People - Adult Services | 5.6 | 8.3 | 7.9 | 5.6 | 27.4 |
| People – Public Health | 1.0 | | | | 1.0 |
| Communities | | | | | 0.0 |
| Communities – Fire & Rescue Service | 0.5 | -0.2 | | | 0.3 |
| Resources | 0.6 | 0.4 | | | 1.0 |
| Council-wide/Corporate Measures | 3.2 | 0.1 | 3.1 | 0.2 | 6.6 |
| Less: Demography Allocation in the MTFP | | | -6.0 | -7.1 | -13.1 |
| TOTAL | 18.4 | 9.0 | 6.5 | 0.2 | 34.1 |

24. In Children, Education and Families, there are pressures in Children's Social Care due to the increasing number of children requiring placements and an increase in the number of children with disabilities. These give rise to a total pressure of £7.5m in 2018/19.
25. Demographic pressures totalling £14.1m over the medium term are included for both Children's and Adult Services. £13.1m of this pressure is offset by the demography allocation held within the medium term financial plan and allocated to directorates when required.
26. Within Adult Services, £5.1m of previously agreed savings relating to older people and learning disabilities are not expected to be achieved. These are being removed and new savings or funding identified to replace them. Ahead of the Provisional Local Government Settlement and the need to agree the use through the Better Care Fund, there is also uncertainty about £4.9m of Better Care Fund income that is built into the MTFP so this is being shown as a pressure.
27. Subject to consultation, a £3.9m pressure is likely to arise from the impact of the National Living Wage (NLW) on the rates the council pays external

providers for adult social care. As noted in paragraph 37 below this will be funded from the Adult Social Care precept.

28. A pressure of £2.9m arises in 2020/21 from the ongoing expenditure for investment in hospital social work team capacity and an increase in home care and care home fee levels funded by the improved better care fund from 2017/18 to 2019/20.
29. The previously agreed savings include 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 at least 2019/20 when it is expected the funding becomes part of business rates funding. Therefore, the savings cannot now be achieved.
30. There are total pressures of £1.0m within the Resources directorate, including a £0.7m previously agreed saving within ICT that can no longer be achieved.
31. The MTFP includes growth in the taxbase of 2.0% in 2018/19. Provisional figures from the District Councils indicate that the actual growth in the taxbase for 2018/19 will only be 1.13%. This results in a £3.4m pressure over the medium term. It is however expected to rise to 2.0% from 2019/20 (see paragraph 41 below).
32. It is expected that the government will reset the business rates baseline in 2020/21. The Council will lose the benefit of local growth estimated at £3.0m.

Savings

33. Service and corporate savings options of £37.8m have been identified over the period 2018/19 to 2021/22. A summary by service is shown in the following table:

| Service Area | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total £m |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| People – Children's Services | -6.2 | -4.0 | -1.8 | | -12.0 |
| People - Adult Services | -6.3 | -2.9 | -0.1 | -0.3 | -9.6 |
| People – Public Health | -0.5 | 0.3 | | 0.2 | 0.0 |
| Communities | -4.6 | 0.9 | 0.2 | -0.2 | -3.7 |
| Communities – Fire & Rescue Service | -0.8 | | 0.8 | | 0.0 |
| Resources | -1.1 | -1.5 | -0.8 | -0.2 | -3.6 |
| Council-wide/Corporate Measures | -12.9 | 7.2 | -3.2 | | -8.9 |
| TOTAL | -32.4 | 0.0 | -4.9 | -0.5 | 37.8 |

34. In Children's Services, a programme has been developed with a focus on addressing demand management; strengthening early help and prevention

including closer partnership working; strengthening staffing resources and building community resilience. The demand management strand of the programme has a target to save £6.1m by 2022. The service is also aiming to reduce, where possible, the length of time children stay in care and support families to reunite at the earliest possible stage. This will save £3.1m over the medium term.

35. It is proposed to save £0.5m on placement costs by driving down the costs of existing contracts and working to increase provision of lower cost placements for older teenagers.
36. Within Adult Services, changes to the adult social care contributions policy are proposed. These are likely to increase levels of contributions towards the cost of care by people with income above the national minimum income guarantee. This would increase income by an estimated £1.5m and will be reinvested into adult social care services.
37. £7.0m is available from the Adult Social Care precept agreed in previous budgets to fund adult social care pressures & the impact of the National Living Wage.
38. Within the Communities directorate, the council has made savings through retendering the household waste recycling centre contract, increasing income generation through the licence and permit services it runs and investing in more energy efficient street lighting to reduce the lighting energy bill. These proposals will save £1.5m.
39. A report will go to Cabinet in the new year setting out partnering options for ICT delivery. This could save £2.4m over the medium term.
40. Taking into account current and forecast inflation rates to calculate the expected amount required for pay and contract inflation, it is estimated that the inflation budget held in the MTFP can be reduced by £4.5m over the medium term.
41. The MTFP includes growth in the tax base of 1.63% in 2019/20 and 2020/21. In line with expected housing growth, it is proposed to increase the assumed growth in the taxbase to 2% in 2019/20 and 2020/21. This generates £2.8m of additional funding over the medium term.
42. In Strategic Measures, £1.1m of additional investment income is forecast over the medium term as a result of higher forecast cash balances and a higher return on investments. This figure will be updated for the January 2018 Cabinet report as the Treasury Management Strategy is further developed and changes arising from the capital programme are incorporated into the Strategic Measures budget.

Overall Position

43. To reflect the work currently underway and the resulting timetable in relation to the Fit for the Future Programme (set out in paragraph 13 above), the £15m savings included in the MTFP have been re-phased to deliver £8.5m in 2019/20, £3.5m in 2020/21 and £3.0m in 2021/22.
44. The table below shows that currently there is a remaining net pressure of £5.8m in 2018/19, £0.9m in 2019/20 and a net saving of -£5.7m in 2020/21 and 2021/22, giving a total net pressure of £1.0m over the medium term. The Council is awaiting the outcome of the Provisional Local Government Finance Settlement and final information from district councils before addressing this position in order that a balanced budget can be set on 13 February 2018.
45. At this stage, it is anticipated that, following the 2018/19 budget principles set out in the Financial Strategy, the net pressure in 2018/19 will be met, on a one-off basis, by the use of reserves and addressed on an on-going basis as part of the transformation programme.

| | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | TOTAL £m |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| Improvements & Investments | 4.8 | 0.4 | 0.0 | -0.5 | 4.7 |
| Pressures | 18.4 | 9.0 | 6.5 | 0.2 | 34.1 |
| Savings | -32.4 | 0.0 | -4.9 | -0.5 | 37.8 |
| Transformation Savings Re-profiled | 15.0 | -8.5 | -3.5 | -3.0 | 0.0 |
| Net Pressure (+)/Saving (-) | 5.8 | 0.9 | -1.9 | -3.8 | 1.0 |

Risks

46. As part of the Cabinet's proposed budget each January, a risk assessment is undertaken to determine the appropriate level of general balances to be held for the forthcoming year. This takes into account the latest financial monitoring position, the risks in the proposed budget and the economy generally. A corporate contingency is also held to enable those more volatile budgets to be managed. The existing MTFP includes corporate contingency £3.8m for 2018/19 and this will need to be reviewed in light of the risk assessment. There is both downside (a worse position) and upside (a better position) risk to the pressures and savings identified in this report. The risk is particularly around the uncertainty in being able to manage demand and achieve the savings in full. The current level of downside risk in 2018/19 is £7m (in addition to the net position set out in paragraph 44) and an upside risk of £2m.

Autumn Budget 2017

47. On 22 November 2017, the Chancellor of the Exchequer, Phillip Hammond MP, announced the Autumn Budget. The following paragraphs outline the key

announcements in the Budget, in particular those of interest to local government and Oxfordshire.

48. The government announced a growth and housing deal with Oxfordshire, committing to a target of 100,000 homes in the county by 2031 in return for a £215m package of support for infrastructure and economic growth. This breaks down as: £30m per annum for five years for infrastructure; £60m for affordable homes across the county; and £5m to develop a Joint Statutory Spatial Plan. This includes supporting the growth of employment sites across the county such as Science Vale, one of the most successful science and technology clusters in the UK. This rate of housing delivery would be consistent with a corridor-wide ambition for 1 million new homes by 2050. Each Oxfordshire partner will need to agree the Deal and confirm their participation in, or support for the preparation of the Joint Statutory Spatial Plan by the end of January 2018.
49. As a first step towards opening a train station at Cowley, the Government will also make available £0.3m to co-fund a study of opportunities for new stations, services and routes across the Oxfordshire rail corridor.
50. The 2016 Autumn Statement established the National Productivity Investment Fund (NPIF) to provide over £23bn of high-value investment between 2017/18 and 2021/22. The 2017 Autumn Budget announced the expansion of the NPIF to support innovation, upgrade the UK's infrastructure and to underpin the government's modern Industrial Strategy. The NPIF will last an additional year and total over £31bn. Plans to boost productivity were announced including: a new £1.7bn transforming cities fund.
51. The Budget 2016 set out plans to make efficiency savings of £3.5bn in public spending by 2019/20. Due to changes in Official Development Assistance (ODA) spending as well as potential new spending and administrative pressures faced by departments in 2019/20, this has been revised to £1.4bn.
52. Following a consultation earlier this year, the Government confirms that it will lend Local Authorities in England up to £1bn at a new discounted interest rate of gilts + 60 basis points accessible for three years to support infrastructure projects.
53. In September 2017, the Government announced its intention to move away from the 1% basic public sector pay award policy. In 2018/19 the relevant Secretary of State will make final pay awards decisions, taking into account their affordability and feedback from the independent Pay Review Body reports. This process will commence shortly with the relevant Secretary of State writing to the PRB Chair to initiate the 2018-19 pay round. Each PRB will then make its recommendations in the spring or summer.
54. Following the recommendations of the independent Low Pay Commission, the National Living Wage (NLW) will increase, as expected, by 4.7% from £7.50 to £7.83 from April 2018.

55. In order to “encourage better use of the existing housing stock,” legislation will be brought forward to give Local Authorities the power to charge 100% council tax on empty properties. Empty properties currently receive a 50% discount.
56. The business rates multiplier (the tax rate) is increased each April in line with inflation. The figure used is the Retail Price Index (RPI) from the preceding September. Plans, originally announced in Budget 2016, to switch to the Consumer Price Index (CPI) have been brought forward by two years so that from April 2018 CPI rather than RPI will be used. Local government will be fully compensated for the loss of income as a result of these measures.
57. Following the next revaluation process (currently due in 2022), revaluations will take place every three years (currently every five years). This follows a consultation announced at the 2017 Spring Budget. To enable this, ratepayers will be required to provide regular information to the Valuation Office Agency on who is responsible for business rates and property characteristics including use and rent. The government will consult on the implementation of these changes in the spring. Local government will be fully compensated for the loss of income as a result of these measures.
58. In December, a green paper will be published setting out the government’s plans to transform mental health services for children and young people.
59. The Disabled Facilities Grant is to be increased by £42m to £473m in 2017/18, supporting people to stay in their own homes. District councils in Oxfordshire will receive £0.5m.
60. The 2017 Spring Budget announced that in the longer term, the government will set out options for the future financing of Social Care in a Green Paper. This was intended to be published in 2017 but in a written ministerial statement from Damian Green on 16 November it was announced that this has been postponed until summer 2018.
61. An additional £45m was announced for the Pothole Fund in 2017/18 to tackle around 900,000 potholes across England. The allocation for Oxfordshire has not yet been confirmed.

Review of Charges

62. As part of the Service & Resource Planning process, managers have reviewed their charges for 2018/19. Changes in income arising from this review are summarised in Annex 2a and the proposed charges are set out in Annex 2b.

Capital Programme

63. In line with the ambition to focus on a longer-term approach to financial planning to ensure the most fundamental issues facing the organisation which have been identified can be responded to, it is proposed to move from a four year to a ten-year capital programme. This longer-term approach will offer strategic choice and options around developing our community assets and

respond to issues such as rising demand in adults and children's services and allow for a planned approach to replacement of assets including street lighting.

64. In recent years, the only capital funding available has been to support schools basic need, school's structural maintenance, highways maintenance and major transport schemes via the Local Growth Fund. There has been little resource available to meet the needs or priorities of the Council.
65. In addition to supporting those ringfenced or statutory requirements set out in the paragraph above, the move to a longer-term programme allows a portfolio approach to developing the Capital Programme. The portfolio areas which are proposed are:
 - Schools Estate – including health & safety, maintenance, improvements
 - Non-Schools Estate – including health & safety, maintenance, improvements
 - Operational Assets – including vehicles, ICT systems and equipment
 - Highways and associated infrastructure – including street lighting, bridges
 - Organisational redesign – including schemes to address demand management, digitalisation
66. In setting these portfolios, it is recognised that the Council may wish to invest more than the specific grant funding provided for the schools and non-schools estate. The portfolio approach allows for a policy led approach or the ambition to achieve a desired outcome.
67. The change in approach in the use of surplus assets, to consider them on a case by case basis and maximise the value the Council achieves from them will provide some funding over the longer term. Managing capital resources over a longer term will allow some schemes to proceed earlier in the programme with the expectation of a capital receipt at a future date. It will be important to ensure that there is a suitable balance of planned expenditure in advance of any capital receipt to allow for delays or revaluations. It is currently expected that there will be £45m available over the ten-year period from the sale of surplus assets.
68. It is proposed that in January 2018, the potential funding available for each portfolio will be set out, and where already identified, schemes for funding, and included in the Cabinet's proposed budget. Rather than agreeing all schemes ahead of the financial year, it is proposed that business cases will be brought forward against the portfolio areas and allocations, to the Capital Programme Investment Board during the year, who will make recommendations to Cabinet for inclusion in the programme.

Consultation

69. Members of the public and stakeholders will be able to comment on the budget proposals and Council Tax level through the Council's website, by

email, social media or by writing to the County Council. Paper copies of the consultation document will also be made available in libraries. The consultation will open on 6 December 2017 and close on 8 January 2018. A summary of responses will be provided to Cabinet to allow them to take the comments into consideration in agreeing their budget proposals.

Equality and Inclusion Implications

70. The Equality Act 2010 imposes a duty on local authorities that, when making decisions of a strategic nature, decision makers must exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.'
71. Potential impacts of the budget options have been considered and are set out in the Service & Community Impact Statements in Annex 3.

Financial and Legal Implications

72. 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.

RECOMMENDATIONS

73. **Cabinet is RECOMMENDED to take the issues set out in the report into consideration in forming their proposed budget for 2018/19, Medium Term Financial Plan to 2021/22 and Capital Programme to 2027/28.**

LORNA BAXTER
Director of Finance

Contact Officers:
Katy Jurczynszyn: Strategic Finance Manager (Financial Strategy & Monitoring)
(Tel: 07584 909518)
December 2017

Improvements and Investments plus Pressures and Savings Summary

| Improvements and Investments | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|---|---------------|---------------|---------------|---------------|-----------------|
| Communities | 4.414 | 0.393 | 0.000 | -0.500 | 4.307 |
| Communities - Fire & Rescue Service | 0.350 | 0.000 | 0.000 | 0.000 | 0.350 |
| Total Improvements and Investments | 4.764 | 0.393 | 0.000 | -0.500 | 4.657 |

| Pressures | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|--|---------------|---------------|---------------|---------------|-----------------|
| People - Children's Services | 7.464 | 0.359 | 1.502 | 1.527 | 10.852 |
| People - Adult Services | 5.650 | 8.252 | 7.900 | 5.576 | 27.378 |
| People - Public Health | 1.000 | 0.000 | 0.000 | 0.000 | 1.000 |
| Communities | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Communities - Fire & Rescue Service | 0.450 | -0.150 | 0.000 | 0.000 | 0.300 |
| Resources | 0.615 | 0.400 | 0.000 | 0.000 | 1.015 |
| Corporate Measures | 3.235 | 0.119 | 3.126 | 0.186 | 6.666 |
| Total Pressures | 18.414 | 8.980 | 12.528 | 7.289 | 47.211 |
| Less proposed demography allocation | | | -6.000 | -7.103 | -13.103 |
| Total Pressures | 18.414 | 8.980 | 6.528 | 0.186 | 34.108 |

| Savings | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|-------------------------------------|----------------|---------------|---------------|---------------|-----------------|
| People - Children's Services | -6.181 | -4.055 | -1.770 | 0.000 | -12.006 |
| People - Adult Services | -6.305 | -2.857 | -0.107 | -0.325 | -9.594 |
| People - Public Health | -0.500 | 0.250 | 0.000 | 0.250 | 0.000 |
| Communities | -4.560 | 0.900 | 0.180 | -0.250 | -3.730 |
| Communities - Fire & Rescue Service | -0.800 | 0.000 | 0.800 | 0.000 | 0.000 |
| Resources | -1.143 | -1.466 | -0.787 | -0.200 | -3.596 |
| Corporate Measures | -12.911 | 7.285 | -3.234 | 0.000 | -8.860 |
| Total Savings | -32.400 | 0.057 | -4.918 | -0.525 | -37.786 |

| Net Position | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|--|---------------|---------------|---------------|---------------|-----------------|
| People - Children's Services | 1.283 | -3.696 | -0.268 | 1.527 | -1.154 |
| People - Adult Services | -0.655 | 5.395 | 7.793 | 5.251 | 17.784 |
| People - Public Health | 0.500 | 0.250 | 0.000 | 0.250 | 1.000 |
| Communities | -0.146 | 1.293 | 0.180 | -0.750 | 0.577 |
| Communities - Fire & Rescue Service | 0.000 | -0.150 | 0.800 | 0.000 | 0.650 |
| Resources | -0.528 | -1.066 | -0.787 | -0.200 | -2.581 |
| Corporate Measures | -9.676 | 7.404 | -0.108 | 0.186 | -2.194 |
| Total Budget Changes | -9.222 | 9.430 | 7.610 | 6.264 | 14.082 |
| Less Proposed Demography Allocation in MTFP | | | -6.000 | -7.103 | -13.103 |
| Total Budget Changes (after demography) | -9.222 | 9.430 | 1.610 | -0.839 | 0.979 |

| | | | | | |
|---|---------------|---------------|---------------|---------------|--------------|
| Transformation Savings Re-profiled | 15.000 | -8.500 | -3.500 | -3.000 | 0.000 |
|---|---------------|---------------|---------------|---------------|--------------|

| | | | | | |
|--|--------------|--------------|---------------|---------------|--------------|
| Total Position (shortfall +/-surplus -) | 5.778 | 0.930 | -1.890 | -3.839 | 0.979 |
|--|--------------|--------------|---------------|---------------|--------------|

People - Children's Services

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|---|---------------|---------------|---------------|---------------|-----------------|
| | Pressures | | | | | |
| 19PC1 | Demography Pressure (Placements, Corporate Parent, Children with Disabilities and Home to School Transport) | 0.100 | 0.359 | 1.502 | 1.527 | 3.488 |
| 19PC2 | Placements & Corporate Parent - estimated funding for Looked After Children already in care at 31 March 2018 and growth in numbers in 2018/19. | 6.364 | | | | 6.364 |
| 19PC3 | Children with Disabilities - funding for increased complexity and number of children in the service in 2017/18 and 2018/19. | 1.000 | | | | 1.000 |
| | | | | | | |
| | Total Pressures | 7.464 | 0.359 | 1.502 | 1.527 | 10.852 |
| | New Savings | | | | | |
| 19PC4 | Home to School Transport - project to review eligibility and promote independence | -1.224 | -0.707 | -0.270 | | -2.201 |
| 19PC5 | Entry to Care - We are working on a new strategy to safely reduce the number of children coming into care, through earlier and more effective intervention, and a joint-approach with our partners on tackling the root causes of family breakdown. | -2.492 | -2.692 | -1.000 | | -6.184 |
| 19PC6 | Reconnecting Families - To reduce the length of time children stay in care and support families to reunite at the earliest possible stage. | -1.246 | -1.346 | -0.500 | | -3.092 |
| 19PC7 | Placement costs - driving down costs of existing contracts and expansion of lower cost placements | -0.219 | -0.310 | | | -0.529 |
| 19PC8 | Use of Reserves | -1.000 | 1.000 | | | 0.000 |
| | | | | | | |
| | Total New Savings | -6.181 | -4.055 | -1.770 | 0.000 | -12.006 |
| | | | | | | |
| | Total Children's Services Budget Changes | 1.283 | -3.696 | -0.268 | 1.527 | -1.154 |

People - Adult Services

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|---------------------------------|--|---------------|---------------|---------------|---------------|-----------------|
| | Pressures | | | | | |
| 19PA1 | <u>Demography</u> | | | | | |
| | Demography Pressure (Older people, learning disabilities, physical disabilities) | 0.000 | 0.000 | 5.000 | 5.576 | 10.576 |
| 17SCS16 | Planned savings of £1.5m in total (17SCS16) for review of packages are expected to be extremely challenging to achieve in addition to the existing savings of £1.6m made in 2016/17 and 2017/18. | 0.750 | 0.750 | | | 1.500 |
| 17SCS31, 17SCS38, 17SCS41 | Remove 50% of Learning Disability Panel savings (17SCS31, 17SCS38 and 17SCS41 reduced by 50% of total in each year based on forecast savings expected to be achieved by the Panel in 2017/18). | 1.000 | 1.250 | | | 2.250 |
| 17SCS2 | Remove savings related to the utilisation of council owned land (17SCS2) to increase availability of Extra Care housing. Replacement plans will be considered as part of a longer run strategy for the provision of care in Oxfordshire. | 0.400 | 0.935 | | | 1.335 |
| 17SCS42 | Additional income from the Better Care Fund (as reconfirmed in the 2017/18 Local Government Settlement) has been built into the MTFP since 2016/17 (17SCS42). Further guidance/information is awaited but it is unlikely that we will be able to use this to fund the existing MTFP in the way originally planned. | 1.060 | 3.817 | | | 4.877 |
| 19PA2 | Estimated inflationary pressure required to support the impact of the National Living Wage (NLW) on the rates the council pays external providers for adult social care. | 2.350 | 1.500 | | | 3.850 |
| 19PA3 | On-going base budget pressure relating to increases to rates paid to providers and new hospital social work team costs planned to be funded by the improved Better Care Fund from 2017/18 - 2019/20. The last notified year of the grant is 2019/20. | | | 2.900 | | 2.900 |
| 19PA4 | Fallout of Health funding for 0.5fte of Director Post | 0.090 | | | | 0.090 |
| | Total Pressures | 5.650 | 8.252 | 7.900 | 5.576 | 27.378 |

People - Adult Services

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|---|---------------|---------------|---------------|---------------|-----------------|
| | <u>Savings</u> | | | | | |
| 19PA5 | Transforming Care for Learning Disabilities - saving relates to plans to move service users from long term placements outside Oxfordshire to supported living placements in Oxfordshire. Up to £0.5m up - front implementation cost will be met from reserves in 2018/19. Estimated on-going saving of £1.054m expected from 2021/22. | | -0.272 | -0.457 | -0.325 | -1.054 |
| 19PA6 | Changes to adult social care contributions policy will be proposed. These are likely to increase levels of contributions towards the cost of care by people with income above the national minimum income guarantee. This would increase income by £1.5m. This additional income would be reinvested in adult social care services. | -0.750 | -0.750 | | | -1.500 |
| 19PA7 | Reduce estimated impairment of Adult Social Care income due by £0.350m in each of 2018/19 and 2019/20. This is a technical financial accounting adjustment but effectively creates a one - off credit back to the revenue account. | -0.350 | | 0.350 | | 0.000 |
| 19PA8 | Utilise 2.0% ASC Precept (available to allocate after funding demography) | -3.630 | -3.410 | | | -7.040 |
| 19PA9 | Use of Adult Social Care Reserves | -1.575 | 1.575 | | | 0.000 |
| | Total Savings | -6.305 | -2.857 | -0.107 | -0.325 | -9.594 |
| | Total Adult Social Care Budget Changes | -0.655 | 5.395 | 7.793 | 5.251 | 17.784 |

People - Public Health

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|--|---------------|---------------|---------------|---------------|-----------------|
| | <u>Pressures</u> | | | | | |
| 18PH3 | Previously agreed saving not achievable. Ringfence of grant continuing in 2018/19 | 1.000 | | | | 1.000 |
| | Total Pressures | 1.000 | 0.000 | 0.000 | 0.000 | 1.000 |
| | <u>Savings</u> | | | | | |
| 19PPH1 | Contribution from reserves towards Public Health activity funded by the Council for three years (2018/19 to 2020/21) | -0.500 | 0.250 | | 0.250 | 0.000 |
| | Total Savings | -0.500 | 0.250 | 0.000 | 0.250 | 0.000 |
| | Total Public Health Budget Changes | 0.500 | 0.250 | 0.000 | 0.250 | 1.000 |

Communities

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|--|---------------|---------------|---------------|---------------|-----------------|
| | Improvements and Investments | | | | | |
| | Planning and Place | | | | | |
| 19COM1 | Update of the Oxfordshire Strategic Transport Model: Provides the modelling information for our Strategic Site responses. This model update and investment will improve the robustness of the data within the model and increase the robustness of our responses. Looking at a 'user friendly' front end would also improve our capacity to respond to an increased demand, as well as reducing our reliance on consultants. | | 0.500 | | -0.500 | 0.000 |
| 19COM2 | Investment to improve processes: To improve the speed and quality of responses to planning applications, which will include looking at the Single Response Development end to end process. | 0.100 | -0.100 | | | 0.000 |
| | Property, Assets & Investments | | | | | |
| 19COM3 | The staffing pressures reflect the cost of a new Community Asset and Investment team, the TUPE cost of transferring the team delivering the minor works and capital programme, and the transitional cost to Facilities Management, whilst coming out of the current contract arrangements: | | | | | |
| | - Staffing Pressure - Community Assets & Investment | 0.850 | | | | 0.850 |
| | - Staffing Pressure - Delivery | 1.060 | | | | 1.060 |
| | - Staffing Pressure - FM | 0.500 | | | | 0.500 |
| | Infrastructure Delivery | | | | | |
| 19COM4 | The pressure relates to the unrealisable Service Review and Area Stewards savings and unachievable highways maintenance cuts in grass cutting and drainage | 0.964 | 0.933 | | | 1.897 |
| 19COM5 | Investment in road safety works and parking infrastructure funded through drawdown from directorate reserves. | 0.940 | -0.940 | | | 0.000 |
| | Total Improvements and Investments | 4.414 | 0.393 | 0.000 | -0.500 | 4.307 |
| | Pressures | | | | | |
| | Total Pressures | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |

Communities

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|--|---------------|---------------|---------------|---------------|-----------------|
| | <u>Savings</u> | | | | | |
| | <u>Planning & Place</u> | | | | | |
| 19COM6 | Increased Income Target Based on the projections for the planned growth over the next 5 years this additional income will primarily be realised through the pre-planning process. | -0.250 | -0.250 | -0.250 | -0.250 | -1.000 |
| | <u>Property, Assets & Investments</u> | | | | | |
| 19COM7 | Use of Asset Utilisation Reserve to fund staffing pressure for two years (£1.7m available). Staff will be capitalised where possible. | -0.850 | | 0.850 | | 0.000 |
| 19COM8 | One-off use of property related reserves | -0.850 | 0.850 | | | 0.000 |
| 19COM9 | Delivery Funding - Revenue | -0.350 | | | | -0.350 |
| 19COM10 | Delivery Funding - Capitalisation | -0.350 | | | | -0.350 |
| 19COM11 | Savings from Facilities Management Service Re-design and cost of maintaining assets | | -0.500 | | | -0.500 |
| | <u>Infrastructure Delivery</u> | | | | | |
| 19COM12 | Savings from the renegotiated HWRC contract, maximisation of income and maintenance/energy costs relating to Street Lighting services, assuming investment goes ahead. | -0.960 | -0.150 | -0.420 | | -1.530 |
| 19COM13 | Reserve Drawdown (various reserves) | -0.950 | 0.950 | | | 0.000 |
| | Total Savings | -4.560 | 0.900 | 0.180 | -0.250 | -3.730 |
| | Total Communities Budget Changes | -0.146 | 1.293 | 0.180 | -0.750 | 0.577 |

Communities - Fire & Rescue Service and Community Safety

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|--|---------------|---------------|---------------|---------------|-----------------|
| | <u>Improvements and Investments</u> | | | | | |
| 19FRS1 | Impact of Grenfell on regulatory and enforcement services | 0.350 | | | | 0.350 |
| | | | | | | |
| | Total Improvements and Investments | 0.350 | 0.000 | 0.000 | 0.000 | 0.350 |
| | <u>Pressures</u> | | | | | |
| 19FRS2 | Support the “duty to collaborate” | 0.150 | | | | 0.150 |
| 19FRS3 | Maintain operational cover – WT recruits | 0.100 | | | | 0.100 |
| 19FRS4 | Officer cover 365/24/7 – specialist skills | 0.200 | -0.150 | | | 0.050 |
| | | | | | | |
| | Total Pressures | 0.450 | -0.150 | 0.000 | 0.000 | 0.300 |
| | <u>Savings</u> | | | | | |
| 19FRS5 | Replace contribution to vehicle replacement reserve with capital funding | -0.800 | | 0.800 | | 0.000 |
| | | | | | | |
| | Total Savings | -0.800 | 0.000 | 0.800 | 0.000 | 0.000 |
| | | | | | | |
| | Total Fire & Rescue Service Budget Changes | -0.350 | -0.150 | 0.800 | 0.000 | 0.300 |

Resources

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|---|---------------|---------------|---------------|---------------|-----------------|
| | <u>Pressures</u> | | | | | |
| | HR | | | | | |
| 19RES1 | Senior Leadership Development | 0.150 | -0.150 | | | 0.000 |
| 19RES2 | Ongoing staffing pressure to support IBC | 0.100 | | | | 0.100 |
| 19RES3 | Investors In People | 0.027 | | | | 0.027 |
| | Finance | | | | | |
| 19RES4 | Pre-paid cards contract | 0.115 | | | | 0.115 |
| 19RES5 | Procurement system costs & loss of concession income | 0.123 | | | | 0.123 |
| | Customer Experience | | | | | |
| 19RES6 | Fallout of temporary funding for Council infrastructure not achievable (18CS2) - achieved through partnering. | | 0.650 | | | 0.650 |
| 19RES7 | Museum Service - transitional costs to redesigned service (including loss of income) | 0.100 | -0.100 | | | 0.000 |
| | Total Pressures | 0.615 | 0.400 | 0.000 | 0.000 | 1.015 |
| | <u>Savings</u> | | | | | |
| | HR | | | | | |
| 19RES8 | Reduction in Staff Mileage | -0.150 | | | | -0.150 |
| | Finance | | | | | |
| 19RES9 | Finance service redesign | -0.117 | | | | -0.117 |
| 19RES10 | Income from Health for finance functions | -0.138 | | | | -0.138 |
| 19RES11 | Reduction in audit fees (new contract) | -0.010 | | | | -0.010 |
| 19RES12 | IBC on-boarding charge ends | | -0.262 | -0.087 | | -0.349 |
| 19RES13 | Savings to OCC from the further spreading of fixed costs within the IBC Partnership. | | -0.204 | | | -0.204 |
| | Customer Experience | | | | | |
| 19RES14 | ICT - potential partnering arrangements | -0.500 | -1.000 | -0.700 | -0.200 | -2.400 |
| 19RES15 | ICT - charge non OCC users for ICT and telephony | -0.200 | | | | -0.200 |
| | Policy | | | | | |
| 19RES16 | Delete Communications Team Assistant Post | -0.028 | | | | -0.028 |
| | Total Savings | -1.143 | -1.466 | -0.787 | -0.200 | -3.596 |
| | Total Resources Budget Changes | -0.528 | -1.066 | -0.787 | -0.200 | -2.581 |

Corporate Measures

| Reference Number | Description | 2018/19 £m | 2019/20 £m | 2020/21 £m | 2021/22 £m | Total All £m |
|------------------|---|----------------|---------------|---------------|---------------|-----------------|
| | <u>Pressures</u> | | | | | |
| | | | | | | 0.000 |
| 19CM1 | Business Rates Re-set loss of growth above the baseline | | | 3.000 | 0.053 | 3.053 |
| 19CM2 | Education Services Grant Reduction | 0.257 | | | | 0.257 |
| 19CM3 | Loss on Taxbase - increase in 2018/19 1.13% (2% assumed in MTFP) | 2.978 | 0.119 | 0.126 | 0.133 | 3.356 |
| | Total Pressures | 3.235 | 0.119 | 3.126 | 0.186 | 6.666 |
| | <u>Savings</u> | | | | | |
| 19CM4 | Reduction in inflation allocation | -1.500 | -1.500 | -1.500 | | -4.500 |
| 19CM5 | Taxbase Increase - increase from 1.63% to 2% in 2019/20 & 2020/21 | | -1.326 | -1.434 | | -2.760 |
| 19CM6 | Collection Fund Surplus 2018/19 | -0.687 | 0.687 | | | 0.000 |
| 19CM7 | Collection Fund £4.5m ongoing from 2019/20 | | -0.500 | | | -0.500 |
| 19CM8 | Balances in excess of risk assessed level at end of 2017/18 | -1.000 | 1.000 | | | 0.000 |
| 19CM9 | Contribution from Insurance Reserve | -1.000 | 1.000 | | | 0.000 |
| 19CM10 | Contribution from Prudential Borrowing Reserve | -0.950 | 0.950 | | | 0.000 |
| 19CM11 | Strategic Measures | -1.000 | 0.200 | -0.300 | | -1.100 |
| 19CM12 | Use of Budget Reserve | -6.774 | 6.774 | | | 0.000 |
| | Total Savings | -12.911 | 7.285 | -3.234 | 0.000 | -8.860 |
| | Total Corporate Measures | -9.676 | 7.404 | -0.108 | 0.186 | -2.194 |

Review of Fees and Charges 2018/19

1. Each year as part of the Service & Resource Planning process, charges are reviewed by service managers. For 2018/19, a target increase of 2% was assumed in the Medium Term Financial Plan 2017/18 – 2020/21, agreed by Council in February 2017. As well as considering how charges compare to other authorities, there is an expectation that they are increased by at least inflation given that the September 2017 CPI rate was 3.0% and RPI rate was 3.9%.
2. Service managers were required to set out robust reasons if an increase cannot be implemented. Below is a summary of the main areas where charges are not increasing. Some charges are set by statutory requirements; other charges may have a separate review process as part of contract management arrangements; or the County Council is undertaking a service review in that area and charging arrangements will be considered as part of this.

Adult Social Care: clients receiving residential and non-residential services are subject to charging under the Care Act 2014. Money Management fees for Court of Protection are set by the Ministry of Justice.

Place and Planning: some of the planning application charges are statutory fees set nationally.

Infrastructure Delivery: fixed penalty notice charges are set by the New Roads and Street Works Act. The review of charges for on street parking will be undertaken after the installation of new payment machines. Residents parking permits are subject to a separate agreement where they are reviewed every three years and the increase is linked to RPI. Parking penalty charge notices are governed by legislation.

Customer Service Centre: the administration charge for disabled parking is a discretionary charge but when charged, local authorities are only allowed to charge £10 per blue badge.

Trading Standards: the majority of charges are statutory but where possible other charges have been increased above 2%.

Library Service: a review of the charges has taken place in comparison with other local authorities the majority of charges have been increased above 2%.

Registration Service: The government is reviewing licencing fees nationally as part of a 'reducing burdens to businesses' Oxfordshire is already one of the most expensive (therefore this hasn't been increased), however, the increase on the majority of other charges is higher than 2%.

3. The Council's corporate charging policy was agreed by Cabinet in September 2014. The proposed charges for 2018/19 are in line with this policy. The proposed and current charges are set out in detail in Annex 2b. The proposed charges are shown by grey shading.

This page is intentionally left blank

1. People - Children's Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|--|----------------------------|--------------------------------|---|----------------|--------------------|----------------|--------------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEF3-2 | Corporate Parenting Riverside Centre | D | Cost Recovery | Climbing wall (tower) hire for one day within Oxfordshire | 01/04/2015 | £709.80 | 01/04/2018 | £750.00 | 5.7% | | SR |
| | | | | Recharge rate for DSEN & Meadowbrook Schools | | | 01/11/2017 | £20.00 | n/a | | ZR |
| | | | | First Staff member per half day (up to 3.5 hours). | 01/04/2015 | £200.00 | 01/04/2018 | £207.90 | 4.0% | | SR |
| | | | | Second staff member per half day | 01/04/2015 | £145.00 | 01/04/2018 | £150.00 | 3.4% | | SR |
| | | | | First Staff member per whole day (3.5hrs- 7hrs) | 01/04/2015 | £265.00 | 01/04/2018 | £277.00 | 4.5% | | SR |
| | | | | Second Staff member per whole day | 01/04/2015 | £210.00 | 01/04/2018 | £220.00 | 4.8% | | SR |
| | | | | Minibus hire to OCC approved groups | 01/04/2015 | £70.00 | 01/04/2018 | £75.00 | 7.1% | | SR |
| | | | | Hire of Premises (cost of the building per day) | 01/04/2015 | £40.00 | 01/04/2018 | £60.00 | 50.0% | | SR |
| | | | | | | | | | | | |
| CEF1-5 | School Organisation & Planning Home To School & College Transport | D | | <u>Contributions To School Transport (Per Term i.e. 3 per year)</u> | | | | | | | |
| | | | | Under 3 Miles Pre & Post-16 Students | 01/09/2016 | £112.06 | | £117.66 | 5.0% | Cabinet on 4th February 2014 agreed a five year charging mechanism based on distance, under/over 3 miles. The charges are to increase by 5% per annum. | ZR |
| | | | | Over 3 Miles Pre & Post-16 Students | 01/09/2016 | £208.84 | | £219.28 | 5.0% | | ZR |
| | | | | Total Income EE2-51B | | £688,812.00 | | £688,812.00 | | | |

Legal Position on charging

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

VAT Class

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

2. People - Adult Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|---|----------------------------|--|---|----------------|---------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS1 | ADULT SOCIAL CARE | | | | | | | | | | |
| SCS1-1 | Older People | | | | | | | | | | |
| | Urgent Response and Telecare Service: telecare equipment and monitoring from a call centre. Level 1: contact nominated carer. Level 2: response team attend | | URTS service - telecare level 1 | Weekly charge | 01/10/2016 | £5.00 | 01/10/2016 | £5.00 | 0.0% | All service users are assessed as requiring this preventative service. The VAT treatment is dependent on whether an assessment has been carried out and if the service user requires such a device. If they do it would be zero rated, tax code A8. If they don't but want one anyway its standard rated. See Notice 701/7. Evidence of the assessment must be retained for 4 years. | ZR or SR |
| | | | URTS service - telecare level 2 | Weekly charge | 01/10/2016 | £10.00 | 01/10/2016 | £10.00 | 0.0% | | ZR or SR |
| | Care Homes | SA | Residents who are financially supported by the County Council in Residential and Nursing Homes are subject to a financial assessment under the Care Act 2014 guidelines. | Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly. | 01/04/2015 | Various | 01/04/2015 | Various | | Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | Non Residential Care | SA | Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided. | Home Care (including laundry, meals and shopping services) | 01/04/2015 | Various | 01/04/2015 | Various | - | Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |

2. People - Adult Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|--------------|----------------------------|--|---|----------------|---------|----------------|---------------|-------------------------------|--|--------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| Page 85 | | SA | Daytime Support Service Users are financially assessed under statutory Government Regulations according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided. A full cost service user will be charged the full amount shown. For private funders there will be no VAT on attendance because they will have been assessed and will have a care plan. | Service User Transport (single or return journey) where this is part of assessed need | 01/10/2017 | £20.00 | 01/10/2017 | £20.00 | 0.0% | (1) Meals – charge standard VAT where not assessed care need as this would simply amount to catering. | NB |
| | | | | Respite & prevention (3 hour session) | 01/10/2017 | £19.00 | 01/10/2017 | £19.00 | 0.0% | | NB |
| | | | | Active Support (3 hour session) | 01/10/2017 | £28.00 | 01/10/2017 | £28.00 | 0.0% | (2) Activities – charge standard VAT where not part of a support plan, non-business where included in a support plan Yes. | NB |
| | | | | 1:1 Support (3 hour session) | 01/10/2017 | £62.00 | 01/10/2017 | £62.00 | 0.0% | | NB |
| | | | | 2:1 Support (3 hour session) | 01/10/2017 | £112.00 | 01/10/2017 | £112.00 | 0.0% | | NB |
| | | | | Hourly cost of attendance outside of core hours | | | 01/10/2017 | £21.00 | | Attendance – non-business for Council funded people, also non-business for self-funders where an assessed need and care plan is in place (this will be the case for all people using the service as everyone will have a proportionate assessment and care plan although not everyone's assessed need will meet the care act threshold for eligibility for council funding. Yes. | NB |
| | | | | Lunchtime meal | | | 01/10/2017 | £2.08 | | | SR (1) |
| | | | | Hire of Sensory Room (per session) | | | 01/01/2018 | £5.00 | | | (2) NB or ZR |
| | | | | Hire of Room (no equipment provided) | | | 01/01/2018 | £5.00 | | | (2) NB or ZR |
| | | | | Music, Art and Boom Groups (per session) | | | 01/01/2018 | £5.00 | | | (2) NB or ZR |
| | | | | SMILE (per session) | | | 01/01/2018 | £5.00 | | | (2) NB or ZR |
| | | | | | | | | | | Hire of rooms – charge standard VAT The hire of a room with tables and chairs is exempt, tax code A0. Where we provide specialist equipment it could become standard rated. Examples of hiring of rooms are for groups that meet to do fitness classes where they bring their own mats etc, social clubs – so not specialist equipment provided. | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

2. People - Adult Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-----------------------|----------------------------|--|---|----------------|---------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS1-2 | Learning Disabilities | | | | | | | | | | |
| | Residential External | SA | Statutory Requirement | Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly. | 01/04/2015 | Various | 01/04/2015 | Various | - | Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | Non residential Care | SA | Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines | Home Care & Day Care | 01/04/2015 | Various | 01/04/2015 | Various | - | | NB |
| | | D | Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided. | Supported Living | 01/04/2015 | Various | 01/04/2015 | Various | - | Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | | | | Adult Placements (including those for other client groups) | 01/04/2015 | Various | 01/04/2015 | Various | - | | NB |
| | | | | Supported living - additional support for client holidays | 01/04/2015 | Various | 01/04/2015 | Various | - | | |
| SCS1-3 | Mental Health | | | | | | | | | | |
| | Residential Services | SA | Statutory Requirement | Financially assessed contributions from clients in Care Homes | 01/04/2015 | Various | 01/04/2015 | Various | - | Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | | SP | Nil contribution for clients covered by S117 | Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly. | | | | | | | NB |
| | Drugs and Alcohol | SA | | As above | 01/04/2015 | Various | 01/04/2015 | Various | - | | NB |
| | Non residential Care | SA | Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided. | | 01/04/2015 | various | 01/04/2015 | Various | - | | NB |

2. People - Adult Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|------------------|----------------------------|--------------------------------|---|----------------|---------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS1-4M | Money Management | SA | Statutory Requirement | Court of Protection income detail as follows: | | | | | | | |
| | | | | <u>Category 1</u> | | | | | | | |
| | | | | Work up to court order date | 01/02/2011 | £670.00 | 01/04/2018 | £745.00 | 11.2% | | NB |
| | | | | <u>Category 2 Property & Affairs</u> | | | | | | | |
| | | | | Annual Management Fee Yr 1 | 01/02/2011 | £700.00 | 01/04/2018 | £775.00 | 10.7% | | NB |
| | | | | Yr2 & subsequent yrs | 01/02/2011 | £585.00 | 01/04/2018 | £650.00 | 11.1% | | NB |
| | | | | or max 3% of net assets if less than £16,000 | | | | | | | |
| | | | | Deputy for Health & Welfare | 01/02/2011 | £500.00 | 01/04/2018 | £555.00 | 11.0% | | NB |
| | | | | <u>Category 3 Property Management</u> | 01/02/2011 | £270.00 | 01/04/2018 | £300.00 | 11.1% | Ministry of Justice to approved an increase into Court of Protection charges from 1/4/2017. | NB |
| | | | | <u>Category 4 Annual report</u> | 01/02/2011 | £195.00 | 01/04/2018 | £216.00 | 10.8% | | NB |
| | | D | Recovery of full cost | <u>Category 5 Preparing Tax Return</u> | | | | | | | |
| | | | | Preparation of basic HMRC income tax return | | | 01/04/2018 | £70.00 | New Charge | | NB |
| | | | | Preparation of complex HMRC income tax return | | | 01/04/2018 | £140.00 | New Charge | | NB |
| | | | | Charge per hour for work in relation to estates of deceased clients | 01/04/2015 | £105.00 | 01/04/2015 | £105.00 | 0.0% | | SR |
| | | | | | | | | | | Hourly rate is already above what Legal Services charge. Therefore no planned increase given this is administrative work. | |

2. People - Adult Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-------------------------------------|----------------------------|--|---|----------------|---------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS1-5 | Physical Disabilities Care Homes | SA | Statutory Requirement | Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly. | 01/04/2015 | Various | 01/04/2015 | Various | | - Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | Non Residential Care | SA | Since April 2015 all clients receiving non-residential services are subject to charging under the Care Act 2014 guidelines Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided. | | 01/04/2015 | Various | 01/04/2015 | Various | | - Client Contributions are held within the pooled budget and form part of the payments to the relevant care providers. | NB |
| | | | | | | | | | | | |

Legal Position on charging

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

VAT Class

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

3. People - Public Health - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change |
|------|--|----------------------------|--------------------------------|----------------|----------------|------|----------------|---------------|-------------------------------|---|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | |
| | Public Health services provided under Section 2B of the National Health Service Act 2006 are required to be provided free of charge at the point of use. | | | | | | | | | |
| | | | | | | | | | | |

4. Communities - Place and Planning - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------|-----------------------------|----------------------------|--|--|--|---|--|---|--|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE1 | <u>PLACE & PLANNING</u> | | | | | | | | | | |
| EE1-2 | Planning Regulation | SA | To contribute to cost of deciding on minerals and waste development control application & County Council's own developments. | Planning Applications - Standard Searches - Extended Searches | 01/10/2012 01/04/2017 01/04/2017 | Various £50.00 £85.00 | 01/04/2018 01/04/2018 01/04/2018 | £52.00 £88.00 | 4.0% 3.5% | Statutory Fees not in Control of Council | NB |
| | | D | To contribute to cost of providing pre-providing pre-app advice to applicants/developers | Pre - application advice Written response (minor development) Meeting and follow-up written response (minor development) Specialist officers to attend meetings (per additional officers) £42,826.00 Written response (major developments) Meeting and follow-up written response (minor development) Specialist officers to attend meetings (per additional officers) Bespoke charging for larger developments: Senior Planner - day rate Principal Planner - day rate Locality Manager - day rate | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £192.00 £275.00 £69.00 £42,826.00 £275.00 £547.00 £69.00 £395.20 £433.68 £562.64 | 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 | £198.00 £284.00 £71.00 £284.00 £563.00 £71.00 £410.00 £450.00 £580.00 | 3.1% 3.3% 2.9% 3.3% 2.9% 2.9% 3.7% 3.8% 3.1% | | NB |
| | | SA | To contribute to cost of providing pre-application advice to developers. | Clearance of conditions on planning permissions | 01/10/2012 | £97.00 | 01/10/2012 | £97.00 | 0.0% | Statutory fee not in control of County Council | NB |
| | | SA | Recovery of costs | Charging for Monitoring of Minerals Sites - Active Sites Charging for Monitoring of Minerals Sites - Dormant Sites | 01/10/2012 01/10/2012 | £331.00 £110.00 | 01/10/2012 01/10/2012 | £331.00 £110.00 | 0.0% 0.0% | Statutory fee not in control of County Council Statutory fee not in control of County Council | NB |
| | | D | Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments | Administration and Supervision Fees for highway works on new developments - Percentage of Capital cost - Minimum charge (from 1 April 2010) | 01/04/2017 | 9% £2,080 | 01/04/2018 01/04/2018 | 9% £2,150 | 3.4% | | NB NB |
| | | D | Recovery of costs | Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions | 01/04/2017 | Various | 01/04/2018 | Various | | Income from these fees will reduce due to the new Community Infrastructure Levy (CIL) regulations. | NB |

4. Communities - Place and Planning - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class | |
|-------|-----------------------------------|----------------------------|--|---|----------------|---------------------|--------------------------|-----------------------|-------------------------------|---|-----------|--|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | | |
| EE1-2 | Planning Regulation continued | D | Recovery of cost | Specialist Ecological Planning Advice for District Authorities (hourly rate, senior staff) | 01/04/2017 | £50.00 | 01/04/2017 | £50.00 | 0.0% | | NB | |
| | | D | Recovery of cost | Protected Species Advice to District Authorities (hourly rate) | 01/04/2017 | £50.00 | 01/04/2017 | £50.00 | 0.0% | | NB | |
| | | D | Recovery of cost | Specialist Ecological Planning Advice for District Authorities (hourly rate - normal) | 01/04/2017 | £50.00 | 01/04/2017 | £50.00 | 0.0% | | NB | |
| | | | | Total Income EE1-2 | | £244,877.00 | | | | | | |
| | | D | To recover the actual reasonable cost of Historic Environment Record (HER) consultations | Charge for digitised HER data to commercial organisations based on the recovery of costs and the number of records. | 01/04/2017 | Minimum charge £104 | 01/04/2017 | Minimum charge £104 | 4.0% | No Maximum Charge | NB | |
| | | D | To recover the actual reasonable cost of monitoring fieldwork. | Charge for monitoring of archaeological fieldwork based uopn the number of visits . additional visits | 01/04/2017 | £104 to £260 | 01/04/2018 01/04/2018 | £52 to £260 £80.00 | 4.0% | | NB | |
| EE1-4 | Localities, Policies & Programmes | D | Recover Costs | Pre-Application Charges for Highways Advice | | | | | | | | |
| | | | | 10-24 Dwellings: | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £228.80 | 01/04/2018 | £240.00 | 4.9% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £343.20 | 01/04/2018 | £360.00 | 4.9% | | SR | |
| | | | | 25-49 Dwellings: | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £457.60 | 01/04/2018 | £480.00 | 4.9% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £686.40 | 01/04/2018 | £720.00 | 4.9% | | SR | |
| | | | | 50-99 Dwellings | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £915.20 | 01/04/2018 | £960.00 | 4.9% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £1,372.80 | 01/04/2018 | £1,430.00 | 4.2% | | SR | |
| | | | | 100-199 Dwellings | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £1,144.00 | 01/04/2018 | £1,250.00 | 9.3% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £1,716.00 | 01/04/2018 | £1,900.00 | 10.7% | | SR | |
| | | | | 200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £1,372.80 | 01/04/2018 | £1,500.00 | 9.3% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £2,059.20 | 01/04/2018 | £2,250.00 | 9.3% | | SR | |
| | | | | 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use | | | | | | | | |
| | | | | Additional Written Response | 01/04/2017 | £1,716.00 | 01/04/2018 | £2,000.00 | 16.6% | | SR | |
| | | | | Meeting/Site Visit + Additional Written Response | 01/04/2017 | £2,288.00 | 01/04/2018 | £2,500.00 | 9.3% | | SR | |
| | | | | Total Income EE1-4 | | £203,131.00 | | | | | | |

Legal Position on charging

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

VAT Class

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

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------|---------------------------------------|----------------------------|---|--|--|---|--|--|----------------------------------|--|----------------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2 | INFRASTRUCTURE DELIVERY | | | | | | | | | | |
| EE2-3 | Network & Asset Management | D | Recover costs | Temporary Traffic Regulation Orders Basic Charges: - Routine Temporary TRO & Advertisting Costs - Emergency Notice 1-5 Days - Emergency Notice 5-21 Days --Repeat Emergency Closure Advertising, maintenance of notices and exceptional staff time at cost | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £1,200.00 £550.00 £1,200.00 £1,200.00 | 01/04/2017 01/04/2017 01/08/2015 01/08/2015 | £1,200.00 £550.00 £1,200.00 £1,200.00 | 0.0% 0.0% 0.0% 0.0% | | NB NB NB NB |
| | | D | Recover Costs | Traffic Regulation Orders: Standard Traffic Regulation Order Other Consultation Requiring placing of a single newspaper notice and no input from legal team - includes pedestrian crossings; traffic calming schemes and incorporating road humps Other consultation not requiring placing of a newspaper notice Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development | 01/04/2017 01/04/2017 01/08/2015 01/08/2015 | £2,600.00 800.00 £500.00 £2,000.00 | 01/04/2017 01/04/2017 01/08/2015 01/08/2015 | £2,600.00 £800.00 £500.00 £2,000.00 | 0.0% 0.0% 0.0% 0.0% | Note: these costs have recently been increased so further increase is considered unsustainable. Note: these costs have recently been increased so further increase is considered unsustainable. | NB NB NB NB |
| | | D | Recover cost of sign removal | Removal of unauthorised signs (a) Signs under 0.5 sq. metre in area (b) Signs over 0.5 sq. metre in area | 01/04/2017 01/04/2017 | £150.00 £200.00 | 01/04/2018 01/04/2018 | £180.00 £240.00 | 20.0% 20.0% | | NB NB |
| | | D | | Tourism Signs - New charging framework from 2007: (a) Assessing application and detailed site assessment (b) Design, manufacture & erection (c) Maintenance & removal | 01/04/2017 01/04/2016 01/04/2016 | £280.00 Cost + 15% 2/3 x (b) above | 01/04/2017 01/04/2016 01/04/2016 | £280.00 Cost +15% 2/3 x (b) above | 0.0% | | NB SR SR |
| | | D | | Private access protection road markings Directional Signage - New Developments Design Services (per hour) Installation Supervision (per hour) | 01/04/2017 | £100.00 | 01/04/2018 01/04/2018 01/04/2018 | £120.00 £50.00 £60.00 | 20.0% | New Charge | NB SR SR |
| | | D | Recover costs of design work for new street lighting schemes. | Design Work on Street Lighting for New Developments - Percentage of capital cost - Minimum Charge | 01/04/2017 01/04/2017 | 5% £400.00 | 01/04/2017 01/04/2017 | 5% £400.00 | 0.0% 0.0% | To cover payment admin | SR SR |
| | | D | Recover costs of design work for new street lighting schemes. | Re-submission of Design Work on Street Lighting | 01/04/2017 | £300.00 | 01/04/2017 | £300.00 | 0.0% | To cover payment admin | SR |

Page 92

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------|--------------------------------------|----------------------------|------------------------------------|---|--|--|--|---|---|--|----------------------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-3 | Network & Asset Management continued | D | Recover costs | Supply of traffic accident data (planning matter or other professional purpose) - supply of accident data - first location / date range supply of accident data - second and each subsequent location / date range search of records to establish if there is any relevant data Supply of traffic accident data (other purpose - town or parish council or educational) - search of records to establish if there is any relevant data | 24/05/2016 24/05/2016 24/05/2016 24/05/2016 | £140.00 £75.00 £40.00 no charge | 24/05/2016 24/05/2016 24/05/2016 24/05/2016 | £145.00 £90.00 £42.00 no charge | 0.0% 0.0% 0.0% 0.0% | New charge this year agreed by Cabinet in May 2016, therefore no proposed increase | SR |
| | | SA | Ensure reinstatement is undertaken | Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Defect Inspections set by Statutory Regulation | 01/04/2017 | £50.00 | 01/04/2017 | £50.00 | 0.0% | Fixed charge under NRSWA | NB |
| | | SA | Ensure reinstatement is undertaken | Reinstatement of Trenches Site Supervision by Highways Inspectors - Standard Charge for Sample Inspections set by Statutory Regulation | 01/04/2017 | £55.00 | 01/04/2017 | £55.00 | 0.0% | | NB |
| | | SA | Recover costs | Commutated fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record | 01/04/2017 | £700.00 | 01/04/2017 | £700.00 | 0.0% | | NB |
| | | SA | Recover costs | Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA) Discounted rate | 12/05/2008 12/05/2008 | £120.00 £80.00 | 12/05/2008 12/05/2008 | £120.00 £80.00 | 0.0% 0.0% | Fixed charge under NRSWA | NB NB |
| | | SA | Recover costs | Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway. | 01/06/2001 | Various As per Scale of charges | 01/06/2001 | Various As per Scale of charges | | Fixed charge under NRSWA | NB |
| | | D | Recover Costs | Attending site to switch off and then on traffic signals (Min £50) | 01/04/2016 | £50 per hour | 01/04/2016 | £50.00 per hour | | | |
| | | D | Recover costs | Filming Policy - On or in the vicinity of the Highway: - Application Fee for permission to film Crew Size 1-5 Crew Size 6-12 Crew Size 12-29 Crew Size 30 - 40 Crew Size 41+ - Further Associated charges (site visits, materials, alterations, clearance etc...). After one initial meeting . Charges per hour | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £65.00 £130.00 £400.00 £1,500.00 1500 + £50ph £50.00 per hour | 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 | £70.00 £150.00 £500.00 £2,000.00 £2000 + £50ph £50.00 per hour | 7.7% 15.4% 25.0% 33.3% 0.0% | | NB NB NB NB NB |
| | | D | Recover costs | Vehicle Crossings (residential) | 01/04/2017 | £100.00 | 01/04/2017 | £100.00 | 0.0% | | NB |
| | | D | Recover costs | Vehicle Crossings (multiple access and commercial use) | 01/04/2017 | £400.00 | 01/04/2017 | £400.00 | 0.0% | | NB |

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------|--------------------------------------|----------------------------|--------------------------------|---|--|--|--|---|-------------------------------|---|----------------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-3 | Network & Asset Management continued | D | Recover costs | Highway Material Storage Licence Retrospective Licence | 01/04/2017 01/04/2017 | £70.00 £100.00 | 01/04/2017 01/04/2017 | £70.00 £100.00 | 0.0% 0.0% | | NB |
| | | D | Recover costs | Skip Licences | 01/04/2017 | £60.00 | 01/04/2018 | £65.00 | 8.3% | | NB |
| | | D | Recover costs | Skip Licence Renewals | 01/04/2017 | £50.00 | 01/04/2018 | £55.00 | 10.0% | | NB |
| | | D | Recover costs | One day Skip Licence | 01/04/2017 | £30.00 | 01/04/2018 | £32.00 | 6.7% | | NB |
| | | | Recover costs | Late renewal (more than 5 working days to be classed as new application) Retrospective Licence | 01/04/2017 01/04/2017 | £60.00 £100.00 | 01/04/2018 01/04/2018 | £65.00 £120.00 | 8.3% 20.0% | | NB |
| | | D | Recover costs | Scaffolding Licences - one month occupation | 01/04/2017 | £125.00 | 01/04/2017 | £125.00 | 0.0% | | NB |
| | | D | Recover costs | Scaffolding Licences Renewals - one month occupation Retrospective Licence | 01/04/2017 01/04/2017 | £110.00 £200.00 | 01/04/2017 01/04/2017 | £110.00 £200.00 | 0.0% 0.0% | | NB |
| | | D | Recover costs | Tower Scaffolding Licences/Cherry Picker / Small Lift - 2 days occupation Retrospective Licence | 01/04/2017 01/04/2017 | £100.00 £200.00 | 01/04/2017 01/04/2017 | £100.00 £200.00 | 0.0% 0.0% | | NB |
| | | D | Recover costs | Cranes Retrospective Licence | 01/04/2017 01/04/2017 | £300 £500.00 | 01/04/2017 01/04/2017 | £300 £500 | 0.0% 0.0% | | NB |
| | | D | Recover costs | Scaffolding Licences Renewals - 2 days occupation | 01/04/2017 | £10.00 | 01/04/2018 | £20.00 | 100.0% | | NB |
| | | D | Recover costs | Hoarding Consents - one month occupation | 01/04/2017 | £125.00 | 01/04/2017 | £125.00 | 0.0% | | NB |
| | | D | Recover costs | Hoarding Consents Renewals - one month occupation Retrospective Licence | 01/04/2017 01/04/2017 | £110.00 £200 | 01/04/2017 01/04/2017 | £110.00 £200.00 | 0.0% 0.0% | | NB |
| | | D | Recover costs | Oversailing Consents - structures oversailing the highway Retrospective Licence | 01/04/2017 01/04/2017 | £300.00 £500 | 01/04/2017 01/04/2017 | £300.00 £500.00 | 0.0% 0.0% | | NB NB |
| | | D | Recover costs | Table & Chairs Licence Annual charges - new framework Up to 2 tables & 8 seats For 3 to 4 tables & up to 16 seats For 5 to 10 tables & up to 40 seats For 11 or more tables & over 40 seats | 01/04/2013 01/04/2013 01/04/2013 01/04/2013 | £200 £500 £900 £1,400 | 01/04/2013 01/04/2013 01/04/2013 01/04/2013 | £200 £500 £900 £1,400 | 0.0% 0.0% 0.0% 0.0% | Districts implement charges | NB NB NB NB |
| | | | Recover costs | Approving traffic Management plans and signage schedules Approving temporary bus stop locations Providing Pre contract information on CTMP and general requirements Approving temporary traffic signals 2 way Approving temporary traffic signals multi phase | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £50 per hour £75.00 £50 per hour £150.00 £300.00 | 01/04/2017 01/04/2017 01/04/2017 01/04/2018 01/04/2018 | £50 per hour £75 £50 per hour £160 £315 | 0.0% 0.0% 6.7% 5.0% | Awaiting benchmarking info Common practice by others | |

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------|--------------------------------------|----------------------------|--|--|----------------|-----------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-3 | Network & Asset Management continued | D | Recover costs | Supply of Highway related information, including Personal Search Fees -: - Highway extent - Per additional question - Con29 property search - Per additional question - Extensive highway boundary extent - Highway Extent research/survey Verbal response to enquiries | 01/04/2017 | £33.00 | 01/04/2018 | £34.00 | 3.0% | Min 4% rounded up as above as above as above as above as above | SR |
| | | | | | 01/04/2017 | £10.50 | 01/04/2018 | £11.00 | 4.8% | | SR |
| | | | | | 01/04/2017 | £33.00 | 01/04/2018 | £34.00 | 3.0% | | |
| | | | | | 01/04/2017 | £10.50 | 01/04/2018 | £11.00 | 4.8% | | |
| | | | | | 01/04/2017 | £82.00 | 01/04/2018 | £84.00 | 2.4% | | |
| | | | | | 01/04/2017 | £114.00 | 01/04/2018 | £117.00 | 2.6% | | |
| | | | | | 23/04/2013 | £0.00 | 23/04/2013 | £0.00 | - | | |
| | | D | Recover costs | Supply of Conveyancing 29 Highway Search Information | 01/04/2017 | £9,000.00 | 01/04/2017 | £9,000.00 | 0.0% | | NB |
| | | D | Recover cost of photocopies at an actual cost per page basis | Supply of existing Traffic Survey data - Sale of Photocopies (per side) A4 - black & white A4 - colour A3 - black & white A3 - colour | 23/04/2013 | £0.02 | | n/a | | No longer supplied, email only. | SR |
| | | | | | 23/04/2013 | £0.05 | | n/a | | | |
| | | | | | 23/04/2013 | £0.06 | | n/a | | | |
| | | | | | 23/04/2013 | £0.09 | | n/a | | | |
| | | D | Recover costs | Supply of Manual Traffic Survey Data (when a commercial request to conduct a traffic survey is received) Small Manual Classified Count Medium Manual Classified Count Large Manual Classified Count | 01/04/2017 | £260.00 | 01/04/2017 | £260.00 | 0.0% | | SR |
| | | | | | 01/04/2017 | £416.00 | 01/04/2017 | £416.00 | 0.0% | | SR |
| | | | | | 01/04/2017 | £624.00 | 01/04/2017 | £624.00 | 0.0% | | SR |
| | | | | Supply of Automatic Traffic Count Data to commercial organisations One week's traffic count data (1st location) Each additional week One week's traffic count data (2nd and subsequent location) Search of records to find relevant data | 01/04/2017 | £146.00 | 01/04/2017 | £146.00 | 0.0% | | |
| | | | | | 01/04/2017 | £26.00 | 01/04/2017 | £26.00 | 0.0% | | |
| | | | | | 01/04/2017 | £78.00 | 01/04/2017 | £78.00 | 0.0% | | |
| | | | | | 01/04/2017 | £41.50 | 01/04/2017 | £41.50 | 0.0% | | |
| | | | | Supply of Radar Speed Data to commercial organisations Speed Survey (one week's data) Each additional week (same location) Speed Survey (one week's data) second and subsequent location Search of records to find relevant data | 01/04/2017 | £110.00 | 01/04/2017 | £110.00 | 0.0% | | |
| | | | | | 01/04/2017 | £30.00 | 01/04/2017 | £30.00 | 0.0% | | |
| | | | | | 01/04/2017 | £75.00 | 01/04/2017 | £75.00 | 0.0% | | |
| | | | | | 01/04/2017 | £50.00 | 01/04/2017 | £50.00 | 0.0% | | |
| | | D | Recover costs | Oversailing Consents - temporary traffic monitoring/CCTV oversailing the highway attached to OCC property Agreement for temporary traffic counter on highway | 01/04/2017 | £35.00 | 01/04/2017 | £35.00 | 0.0% | | NB |
| | | | | | 01/04/2017 | £30.00 | 01/04/2017 | £30.00 | 0.0% | | NB |
| | | | Recovery of costs relating to Sustainable use Directive as approved by DEFRA | Fees to be charged to developers in the first three years of implementation: Less than or equal to 0.5 hectares Greater than 0.5 but less than 1 hectare Greater than 1 and less than or equal to 5 hectares Greater than 5 hectares | 01/04/2017 | £400.00 | 01/04/2017 | £400.00 | 0.0% | | NB |
| | | | | | 01/04/2017 | £800.00 | 01/04/2017 | £800.00 | 0.0% | | |
| | | | | | 01/04/2017 | £1,200.00 | 01/04/2017 | £1,200.00 | 0.0% | | |
| | | | | | 01/04/2017 | £2,000.00 | 01/04/2017 | £2,000.00 | 0.0% | | |

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|--|--|--|---|--|---|--|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-35C | Definitive Map and Commons | SA | Recovery of costs under DoE Circular 11/1996 | Orders confirmed unopposed | 01/04/2017 | £3,330.00 | 01/04/2017 | £3,330.00 | 0.0% | | NB |
| | | SA | Recovery of costs under DoE Circular 11/1996 | Orders confirmed - objections withdrawn | 01/04/2017 | £3,805.00 | 01/04/2017 | £3,805.00 | 0.0% | | NB |
| | | SA | Recovery of costs under DoE Circular 11/1996 | Orders opposed - not proceeded with | 01/04/2017 | £4,035.00 | 01/04/2017 | £4,035.00 | 0.0% | | NB |
| | | SA | Recovery of costs under DoE Circular 11/1996 | Orders opposed - submitted to SoS | 01/04/2017 | £4,870.00 | 01/04/2017 | £4,870.00 | 0.0% | | NB |
| | | | Recovery of full cost | <u>Commons Registration Authority Charges</u> Common searches (new Con290 form due 14/15 or after) | 01/04/2017 | £31.50 | 01/04/2017 | £31.50 | 0.0% | | NB |
| | | | | Per additional land parcel | 01/04/2017 | £0.00 | 01/04/2017 | £0.00 | | | |
| | | D | Recover costs | Landowner statements and declarations (public rights of way) Standard fee per application (incl up to 2 land parcels) Fee per application (3-4 land parcels) Fee per application (5-7 land parcels) Fee per application (exceeding 7 land parcels) | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £274.00 £299.00 £336.00 £336+ £73 per additional land parcel | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £274.00 £299.00 £336.00 £336+ £73 per additional land parcel | 0.0% 0.0% 0.0% | The amount of hours needed to undertake the work has been reassessed using up to date evidence, as has staff cost in time and overheads for completing the work involved. | EX |
| | | D | Recover costs | Supply of Highway (rights of way) related information - Written response to standard enquiry - Written response to extensive enquiry | 01/04/2017 01/04/2017 | £47.50 £63.00 | 01/04/2017 01/04/2017 | £47.50 £63.00 | 0.0% 0.0% | | SR |
| | | SA | Recover costs | - Supply of copy Order (on advertising notice) | 01/04/2017 | £3.50 | 01/04/2017 | £3.50 | 0.0% | | |
| | | D | Recover actual costs, in line with Environmental Information Regulations (EIR) | Sale of Planprints - up to A1 size Sale of Photocopies (per side) A4 - black & white A4 - colour A3 - black & white A3 - colour | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £1.50 £0.02 £0.05 £0.06 £0.09 | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £1.50 £0.05 £0.10 £0.10 £0.15 | 0.0% 150.0% 100.0% 66.7% 66.7% | Recover actual costs, in line with Environmental Information Regulations (EIR) | SR |
| | | D | Recover costs | Commons Registration Charges - corrective applications under Commons Act 2006 Schedule 2 paras 6 & 9 | 01/04/2017 | £1,040.00 | 01/04/2017 | £1,040.00 | 0.0% | | SR |
| | | | | Total Income EE2-35C | | £39,627.00 | | £39,627.00 | | | |

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-----------------------------------|----------------------------|--|---|----------------|------------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-36 | On-Street Parking and Park & Ride | D | Contribute towards operating costs of park and ride facilities | Park and Ride Car Park charges | | | | | | | |
| | | | | Thornhill & Water Eaton only | | | | | | | NB |
| | | | | Up to 1 hr | 11/11/2013 | Free | 11/11/2013 | free | 0.0% | | NB |
| | | | | 1-11 hrs | 11/11/2013 | £2.00 | 11/11/2013 | £2.00 | 0.0% | | NB |
| | | | | 11-24 hrs | 11/11/2013 | £4.00 | 11/11/2013 | £4.00 | 0.0% | | NB |
| | | | | 24-48 hrs | 11/11/2013 | £8.00 | 11/11/2013 | £8.00 | 0.0% | | NB |
| | | | | 48-72 hrs | 11/11/2013 | £12.00 | 11/11/2013 | £12.00 | 0.0% | | NB |
| | | | | Season Tickets | | | | | | | |
| | | | | Monthly ticket | 11/11/2013 | £41.33 | 11/11/2013 | £41.33 | 0.0% | | NB |
| | | | | Quarterly Ticket | 11/11/2013 | £110.93 | 11/11/2013 | £110.93 | 0.0% | | NB |
| | | | | Annual ticket | 11/11/2013 | £391.50 | 11/11/2013 | £391.50 | 0.0% | | NB |
| | | | | Business Permits | | | | | | | |
| | | | | 3 months | 11/11/2013 | £25.00 | 11/11/2013 | £25.00 | 0.0% | | NB |
| | | | | 6 months | 11/11/2013 | £50.00 | 11/11/2013 | £50.00 | 0.0% | | NB |
| | | | | 12 months | 11/11/2013 | £100.00 | 11/11/2013 | £100.00 | 0.0% | | NB |
| | | | | Excess Charge Notices - | | | | | | | |
| | | | | Fines paid within 14 days | 19/11/2012 | £50.00 | 19/11/2012 | £50.00 | 0.0% | | NB |
| | | | | Fines paid after 14 & up to 28 days | 19/11/2012 | £100.00 | 19/11/2012 | £100.00 | 0.0% | | NB |
| | | D | On Street Parking | On Street Parking - | | | | | | | |
| | | | | Pay and Display | | | | | | | |
| | | | | Oxford City Centre - Central Area | | | | | | | |
| | | | | 8am-6:30pm Mon-Sat | | | | | | | |
| | | | | 30 min | 01/07/2015 | £1.50 | 01/07/2015 | £1.50 | 0.0% | The review of charges will be undertaken after the installation of new payment machines in 2017. | NB |
| | | | | 1 hour | 01/07/2015 | £3.00 | 01/07/2015 | £3.00 | 0.0% | | NB |
| | | | | 2 hours (where applicable) | 01/07/2015 | £5.00 | 01/07/2015 | £5.00 | 0.0% | | NB |
| | | | | 3 hours (where applicable) | 01/07/2015 | £5.00 | 01/07/2015 | £5.00 | 0.0% | | NB |
| | | | | 8am-6:30pm Sunday | 01/07/2015 | As Mon-Sat | 01/07/2015 | | | | NB |
| | | | | 6.30pm - 10pm daily | 01/07/2015 | £3.00 | 01/07/2015 | £3.00 | 0.0% | | NB |
| | | | | Oxford City Centre - Outer Areas | | | | | | | |
| | | | | 8am-6:30pm Mon-Sat (or as applicable) | | | | | | | |
| | | | | 30 min | 01/07/2015 | £1.50 | 01/07/2015 | £1.50 | 0.0% | | NB |
| | | | | 1 hour | 01/07/2015 | £2.50 | 01/07/2015 | £2.50 | 0.0% | | NB |
| | | | | 2 hours | 01/07/2015 | £4.00 | 01/07/2015 | £4.00 | 0.0% | | NB |
| | | | | 8am-10pm Sunday (where applicable) | 01/07/2015 | £2.50 | 01/07/2015 | £2.50 | 0.0% | | NB |
| | | | | 6.30pm - 10pm daily (where applicable) | 01/07/2015 | £2.50 | 01/07/2015 | £2.50 | 0.0% | | NB |
| | | | | Abingdon 8am-6pm (excl. Sundays, B hols.) | | | | | | | |
| | | | | 1 hour | 01/07/2015 | £0.50 | 01/07/2015 | £0.50 | 0.0% | | NB |
| | | | | 2 hours (the maximum) | 01/07/2015 | £0.80 | 01/07/2015 | £0.80 | 0.0% | | NB |
| | | | | Visitor permit (24 hours) | 01/07/2015 | £0.50 | 01/07/2015 | £0.50 | 0.0% | | NB |
| | | | | Henley 8am-6pm (excl. Sundays, B Hols.) | | | | | | | |
| | | | | 1 hour | 01/07/2015 | £0.50 | 01/07/2015 | £0.50 | 0.0% | | NB |
| | | | | 2 hours (the maximum) | 01/07/2015 | £0.80 | 01/07/2015 | £0.80 | 0.0% | | NB |
| | | | | Visitors permit (24 hours) | 01/07/2015 | £0.50 | 01/07/2015 | £0.50 | 0.0% | | NB |

5. Communities - Infrastructure Delivery - Review of Charges 2018/19

Page 98

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class | |
|---------|---|--------------------------------|--|---|----------------|---------------|----------------|--------------------------|-------------------------------|--|-------------------------|----|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | | |
| EE2-36 | On-Street Parking & Park and Ride Continued | | | Wallingford 8am-6pm (excl. Sundays, B hols.) 1.5 hours (the maximum) | 01/04/2010 | £0.30 | 01/04/2010 | £0.30 | 0.0% | District Council | NB | |
| | | | | Vehicle Removal Charge | 01/04/2010 | £105.00 | 01/04/2010 | £105.00 | 0.0% | Governed by Legislation | NB | |
| | | D | Parking Permits | Parking Permits - Oxford (per annum) | | | | | | | | |
| | | | | Oxford residents (excl. Kassam stadium)1st & 2nd Car | 01/08/2015 | £60.00 | 01/08/2015 | £60.00 | 0.0% | These are subject to a separate agreement and are reviewed every three years (increase linked to RPI). | NB | |
| | | | | Oxford residents (excl. Kassam stadium) 3rd Car | 01/08/2015 | £120.00 | 01/08/2015 | £120.00 | 0.0% | | NB | |
| | | | | Oxford residents (excl. Kassam stadium) 4th Car | 01/08/2015 | £180.00 | 01/08/2015 | £180.00 | 0.0% | | NB | |
| | | | | Oxford residents (Kassam stadium area) | 01/08/2015 | £15.00 | 01/08/2015 | £15.00 | 0.0% | | NB | |
| | | | | Business permits | 01/08/2015 | £100.00 | 01/08/2015 | £100.00 | 0.0% | | NB | |
| | | | | Traders permits per week | 01/08/2015 | £20.00 | 01/08/2015 | £20.00 | 0.0% | | NB | |
| | | | | Visitors permits - First 25 | 01/08/2015 | Free | 01/08/2015 | Free | 0.0% | | NB | |
| | | | | Visitors permits - 2nd 25 (total cost) | 01/08/2015 | £20.00 | 01/08/2015 | £20.00 | 0.0% | | NB | |
| | | | | | | | | £0.00 | | | | |
| | | | | Residents Parking Permits - Abingdon (per annum) | 01/04/2012 | £100.00 | 01/04/2012 | £100.00 | 0.0% | | NB | |
| | | | | Visitors permits - First 25 | 01/04/2012 | Free | 01/04/2012 | Free | | | | |
| | | | | Visitors permits - 2nd 25 (total cost) | 01/04/2017 | £20.00 | 01/04/2017 | £20 | 0.0% | | | |
| | | | | | | | | | | | | |
| | | | | Henley (per annum) | 01/04/2012 | £65.00 | 01/04/2012 | £65.00 | 0.0% | | NB | |
| | | | | Visitors permits - First 25 | 01/04/2012 | Free | 01/04/2012 | Free | | | | |
| | | | | Visitors permits - 2nd 25 (total cost) | 01/04/2017 | £20.00 | 01/04/2017 | £20 | 0.0% | | | |
| | | | | | | | | | | | | |
| | | | | Excess Charge Notices - Fines paid within 14 days | 01/04/2012 | £20.00 | 01/04/2012 | £20.00 | 0.0% | | Governed by Legislation | NB |
| | | | | Fines paid after 14 & up to 28 days | 01/04/2012 | £40.00 | 01/04/2012 | £40.00 | 0.0% | NB | | |
| | | | | | | | | | | | | |
| | | | | Penalty Charge Notices - higher contraventions | | | | | | Governed by Legislation | | |
| | | | | Fines paid within 14 days | 01/04/2008 | £35.00 | 01/04/2008 | £35.00 | 0.0% | | NB | |
| | | | | Fines paid after 14 & up to 28 days | 01/04/2008 | £70.00 | 01/04/2008 | £70.00 | 0.0% | | NB | |
| | | | | | | | | | | | | |
| | | | | Penalty Charge Notices - lower contraventions | | | | | | Governed by Legislation | | |
| | | | | Fines paid within 14 days | 01/04/2008 | £25.00 | 01/04/2008 | £25.00 | 0.0% | | NB | |
| | | | | Fines paid after 14 & up to 28 days | 01/04/2008 | £50.00 | 01/04/2008 | £50.00 | 0.0% | | NB | |
| | | | | | | | | | | | | |
| | | | | Bus Lane Camera Enforcement | | | | | | Governed by Legislation | | |
| | | | | Fines paid within 14 days | 01/04/2012 | £30.00 | 01/04/2012 | £30.00 | 0.0% | | NB | |
| | | | | Fines paid after 14 & up to 28 days | 01/04/2012 | £60.00 | 01/04/2012 | £60.00 | 0.0% | | NB | |
| | | | | | | | | | | | | |
| | | | | Total Income EE2-36 | | £6,085,128.00 | | £6,085,128.00 | | | | |
| EE2-51A | Waste Management General Site Costs | D | Recover costs | Disposal of Large Scale DIY Waste | 01/04/2011 | £1.00 | 01/04/2018 | £1.50 | 50.0% | | NB | |
| | | D | To recover costs of disposing of tyres | Standard motorcycle and car tyres | 01/04/2011 | £2.50 | 01/04/2018 | £5.00 | 100.0% | | NB | |
| | | Oversized car (no lorry tyres) | | 01/04/2011 | £4.00 | | Not accepted | | | NB | | |
| | | D | Recover costs | Plaster/plasterboard per bag Plasterboard sheet up to 2m x 1m | | | | 01/10/2017 01/10/2017 | £2.50 £10.00 | | | |
| | | | | Total Income EE1-4 | | £111,618.00 | | £111,618.00 | | | | |

Legal Position on charging

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

VAT Class

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

6. Communities - Property & Investment- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|--|----------------------------|----------------------------------|--|----------------|---------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| EE2-22 | <u>Property & Facilities Management</u> | | | | | | | | | | |
| | Corporate Properties | D | Recovery of full cost | Rents controlled by terms of the lease | 01/04/2009 | Various | 01/04/2018 | £406k | - | Estate is rationalising and Acadamisation programme impact | EX |
| | Staff Housing | D | Recovery of full cost | | 01/04/2009 | Various | 01/04/2018 | £50k | - | | EX |
| | Smallholdings | D | Recovery of full cost | | 01/04/2009 | Various | 01/04/2018 | £58k | - | | EX |
| | Oxford Castle site (opted) Any provision for parking a motorcar - garage etc. | | | | | | | | | | SR |
| | | | | | | | | | | | SR |
| | School Meals | D | Cost of providing lunchtime meal | Pupils | 01/09/2017 | £2.20 | 01/09/2018 | £2.20 | 0.0% | Income is collected by the contractor on behalf of schools | NB |
| | | | | Adults | 01/09/2017 | £3.15 | 01/09/2018 | £3.15 | 0.0% | | SR |

Legal Position on charging

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

VAT Class

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

7. Communities - Fire & Rescue - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|----------------------------|---|----------------------------|---|--|--|-------------------------------|--|-------------------------------|-------------------------------|---|----------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3 | FIRE AND RESCUE & EMERGENCY PLANNING | | | | | | | | | | |
| SCS3-1 | Fire & Rescue Service | D | The charge is to cover the cost of an operational firefighter plus overheads. | Special Services: a) Personnel, regardless of rank, per hour or part hour. | 01/04/2017 | £48.72 <u>Inc VAT</u> | 01/04/2018 | £50.10 | 2.8% | | SR |
| | | | The charge compares with the hiring of a similar type of heavy plant such as a large mobile crane or Cherry Picker. | b) Aerial Ladder Platform per hour or part hour, excluding petrol. | 01/04/2017 | £250.92 <u>Inc VAT</u> | 01/04/2018 | £258.00 | 2.8% | | SR |
| | | | This charge compares with the hiring of smaller plant with multiple special tools. | c) Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour | 01/04/2017 | £98.04 <u>Inc VAT</u> | 01/04/2018 | £100.50 | 2.5% | | SR |
| | | | The charge compares with the hiring of smaller self contained plant such as a small Cherry Picker. | d) Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour. | 01/04/2017 | £66.18 <u>Inc VAT</u> | 01/04/2018 | £67.50 | 2.0% | | SR |
| | | D | Recovery of costs relevant to the retrieval of a Fire Report, copying/extract preparation and posting to client. | Fire Reports: a) Preparation of Fire Report | 01/04/2017 | £41.00 | 01/04/2018 | £42.00 | 2.4% | | NB |
| | | | Recovery of costs relevant to time spent investigating the fire, preparation of report and posting to client. | b) Preparation of a Fire Investigation Report i) short or extracted ii) full report or one involving extensive enquiries, photographs etc. iii) full report or one on major incidents requiring extensive protracted investigation etc. | 01/04/2017 01/04/2017 01/04/2017 | £305.00 £410.00 £600.00 | 01/04/2018 01/04/2018 01/04/2018 | £313.00 £420.00 £615.00 | 2.6% 2.4% 2.5% | | NB NB NB |
| | | D | The charge is to cover the cost of an operational officer for an interview on one of the Fire Service site locations. | Insurance Interviews | 01/04/2017 | £85.00 | 01/04/2018 | £87.00 | 2.4% | | NB |
| | | D | Recovery of full cost | Charging third parties for the use of operational assets where we are able to charge | | | | | | | SR |
| | Service Support | D | Annual charge made to alarm receiver centres and users of dedicated dial in facilities in respect of unwanted fire alarms | Direct Dial in Facilities Charges made to alarm receiver centres & users of & users of dedicated dial in facilities | 01/04/2017 | £452.50 <u>Excl VAT</u> | 01/04/2018 | £465.00 | 2.8% | Contract increase is RPI rate in Sept prior to April increase | SR |
| | Commercial Training Unit | D | Recovery of full cost | Fire prevention training - various courses | | Various | | Various | | | EX |
| Total Income SCS3-1 | | | | | | £360,650.00 | | £367,862.00 | | | |

Legal Position on charging

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

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

8. Communities - Trading Standards- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|--------------------------|----------------------------|---|--|--|---|--|---|--|---|--|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3-4 | <u>TRADING STANDARDS</u> | D | So that licence holders contribute towards the cost of the licencing system | Performing animal licences | 01/04/2017 | £41.60 | 01/04/2017 | £42.85 | 3.0% | | NB |
| | | SA | Statutory Charge for issuing a licence to store explosives. | Explosive Acts 1875 & 1923: Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed 1 year 2 years 3 years 4 years 5 years Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed 1 year 2 years 3 years 4 years 5 years Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed 1 year 2 years 3 years 4 years 5 years Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed 1 year 2 years 3 years 4 years 5 years e) Varying a licence - varying name or address - Transfer of licence/registration - Replacement of licence/registration | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £185.00 £243.00 £304.00 £374.00 £423.00 £86.00 £147.00 £206.00 £266.00 £326.00 £109.00 £141.00 £173.00 £206.00 £238.00 £54.00 £86.00 £120.00 £152.00 £185.00 £36.00 £36.00 £36.00 | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £185.00 £243.00 £304.00 £374.00 £423.00 £86.00 £147.00 £206.00 £266.00 £326.00 £109.00 £141.00 £173.00 £206.00 £238.00 £54.00 £86.00 £120.00 £152.00 £185.00 £36.00 £36.00 £36.00 | 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% | CHARGES SET BY STATUTE | NB NB NB NB NB NB NB NB NB NB NB NB NB |

8. Communities - Trading Standards- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-----------------------------|----------------------------|---|---|----------------|---------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3-4 | Trading Standards Continued | SA | Statutory Charge for issuing a licence to store petroleum. | Dangerous Substances and Explosive Atmospherics Regulations 2002: a) Not exceeding 2,500 litres b) Exceeding 2,500 litres but less than 50,000 litres c) Over 50,000 litres | 01/04/2017 | £44.00 | 01/04/2017 | £44.00 | 0.0% | CHARGES SET BY STATUTE | NB |
| | | | | | 01/04/2017 | £60.00 | 01/04/2017 | £60.00 | 0.0% | | NB |
| | | | | | 01/04/2017 | £125.00 | 01/04/2017 | £125.00 | 0.0% | | NB |
| | | D | So that fee payers contribute towards the costs of the tests. | Testing fees - verifying weights and measures Hourly rate Weighing instruments 15k or less - First item - Reduced fee for second item - Reduced fee for 3 items or more Over 15Kg to 1,000kg - First item - Reduced fee for second item - Reduced fee for 3 items or more Over 1,000kg to 10t - First item - Reduced fee for second item - Reduced fee for 3 items or more - Weights and labour provided Over 10t to 60t - First item - Reduced fee for second item - Reduced fee for 3 items or more - Weights and labour provided Testing outside normal hours Outside 8:30-17:00, Monday to Friday and on Saturday: Trading Standards Officer, per hour Non Trading Standards Officer, per hour On Sundays and Bank Holidays Trading Standards Officer, per hour Non Trading Standards Officer, per hour Weights 500mg- 5Kg - First item - Second and subsequent items Below 500mg and above 5Kg - First item - Second and subsequent items | 01/04/2017 | £82.50 | 01/04/2018 | £85.00 | 3.0% | - | SR |
| | | | | | 01/04/2017 | £42.50 | 01/04/2018 | £43.75 | 2.9% | | |
| | | | | | 01/04/2017 | £34.50 | 01/04/2018 | £35.50 | 2.9% | | |
| | | | | | 01/04/2017 | £33.00 | 01/04/2018 | £34.00 | 3.0% | | |
| | | | | | 01/04/2017 | £71.50 | 01/04/2018 | £73.50 | 2.8% | | |
| | | | | | 01/04/2017 | £57.00 | 01/04/2018 | £58.75 | 3.1% | | |
| | | | | | 01/04/2017 | £54.00 | 01/04/2018 | £55.50 | 2.8% | | |
| | | | | | 01/04/2017 | £220.50 | 01/04/2018 | £227.00 | 2.9% | | |
| | | | | | 01/04/2017 | £177.00 | 01/04/2018 | £182.50 | 3.1% | | |
| | | | | | 01/04/2017 | £367.00 | 01/04/2018 | £378.00 | 3.0% | | |
| | | | | | 01/04/2017 | £293.50 | 01/04/2018 | £302.50 | 3.1% | | |
| | | | | | 01/04/2017 | £12.50 | 01/04/2018 | £13.00 | 4.0% | | |
| | | | | | 01/04/2017 | £8.50 | 01/04/2018 | £8.75 | 2.9% | | |
| | | | | | 01/04/2017 | £24.50 | 01/04/2018 | £25.25 | 3.1% | | |
| | | | | | 01/04/2017 | £17.00 | 01/04/2018 | £17.50 | 2.9% | | |
| | | | | | 01/04/2017 | £6.70 | 01/04/2018 | £6.90 | 3.0% | | |
| | | | | | 01/04/2017 | £5.40 | 01/04/2018 | £5.56 | 3.0% | | |
| | | | | | 01/04/2017 | £10.70 | 01/04/2018 | £11.00 | 2.8% | | |
| | | | | | 01/04/2017 | £8.00 | 01/04/2018 | £8.25 | 3.1% | | |

8. Communities - Trading Standards- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-----------------------------|----------------------------|--------------------------------|--|----------------|---------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3-4 | Trading Standards Continued | | | Measuring instruments for Liquid fuel and Lubricants | | | | | | | |
| | | | | Per Nozzle - First item | 01/04/2017 | £121.50 | 01/04/2018 | £125.00 | 2.9% | | |
| | | | | - Second and subsequent items on same site | 01/04/2017 | £75.50 | 01/04/2018 | £77.75 | 3.0% | | |
| | | | | Testing peripheral electronic equipment on a separate visit (per site) | 01/04/2017 | £82.50 | 01/04/2018 | £85.00 | 3.0% | | |
| | | | | Testing of credit card acceptor (per unit, regardless of number of nozzles etc) | 01/04/2017 | £82.50 | 01/04/2018 | £85.00 | 3.0% | | |
| | | | | Measuring instruments - Intoxicating liqueur | | | | | | | |
| | | | | 150ml or less - First item | 01/04/2017 | £17.50 | 01/04/2018 | £18.00 | 2.9% | | |
| | | | | - Second and subsequent items | 01/04/2017 | £14.00 | 01/04/2018 | £14.50 | 3.6% | | |
| | | | | Above 150ml - First item | 01/04/2017 | £21.50 | 01/04/2018 | £22.15 | 3.0% | | |
| | | | | - Second and subsequent items | 01/04/2017 | £17.00 | 01/04/2018 | £17.50 | 2.9% | | |
| | | | | Length measures | | | | | | | |
| | | | | 3 metres or less - First item | 01/04/2017 | £10.70 | 01/04/2018 | £11.00 | 2.8% | | |
| | | | | - Second and subsequent items | 01/04/2017 | £8.00 | 01/04/2018 | £8.25 | 3.1% | | |
| | | | | Capacity measures | | | | | | | |
| | | | | 1 litre or less - First item | 01/04/2017 | £6.70 | 01/04/2018 | £6.90 | 3.0% | | |
| | | | | - Second and subsequent items | 01/04/2017 | £5.30 | 01/04/2018 | £5.45 | 2.8% | | |
| | | | | Cubic ballast measures | 01/04/2017 | £181.00 | 01/04/2018 | £186.50 | 3.0% | | |
| | | | | Average quantity measures | 01/04/2017 | £29.50 | 01/04/2018 | £30.25 | 2.5% | | |
| | | | | Average quantity templates - First item | 01/04/2017 | £50.50 | 01/04/2018 | £52.00 | 3.0% | | |
| | | | | - Second and subsequent items | 01/04/2017 | £20.00 | 01/04/2018 | £20.50 | 2.5% | | |
| | | | | Pharmaceutical measures at manufacturers premises | | | | | | | |
| | | | | 0-50 items - 5 graduations | 01/04/2017 | £2.90 | 01/04/2018 | £2.99 | 3.0% | | |
| | | | | - 6 graduations | 01/04/2017 | £3.10 | 01/04/2018 | £3.19 | 3.0% | | |
| | | | | - 7 to 10 graduations | 01/04/2017 | £4.30 | 01/04/2018 | £4.43 | 3.0% | | |
| | | | | 50-100 items - 5 graduations | 01/04/2017 | £2.30 | 01/04/2018 | £2.37 | 3.0% | | |
| | | | | - 6 graduations | 01/04/2017 | £2.50 | 01/04/2018 | £2.58 | 3.0% | | |
| | | | | - 7 to 10 graduations | 01/04/2017 | £3.40 | 01/04/2018 | £3.50 | 3.0% | | |
| | | | | 100+ items - 5 graduations | 01/04/2017 | £2.20 | 01/04/2018 | £2.27 | 3.0% | | |
| | | | | - 6 graduations | 01/04/2017 | £2.30 | 01/04/2018 | £2.37 | 3.0% | | |
| | | | | - 7 to 10 graduations | 01/04/2017 | £3.20 | 01/04/2018 | £3.30 | 3.0% | | |

8. Communities - Trading Standards- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-----------------------------|----------------------------|--|---|----------------|---------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3-4 | Trading Standards Continued | D | | Hire of cattle crush (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks): Oxfordshire businesses - First day - Subsequent days - Additional fee for re-location (per hour) Non-Oxfordshire businesses - First day - Subsequent days - Additional fee for re-location (per hour) | 01/04/2017 | £280.00 | 01/04/2018 | £288.50 | 3.0% | | SR |
| | | | | | 01/04/2017 | £85.00 | 01/04/2018 | £87.50 | 2.9% | | |
| | | | | | 01/04/2017 | £17.00 | 01/04/2018 | £17.50 | 2.9% | | |
| | | | | | 01/04/2017 | £335.00 | 01/04/2018 | £345.00 | 3.0% | | |
| | | | | | 01/04/2017 | £84.00 | 01/04/2018 | £86.50 | 3.0% | | |
| | | | | | 01/04/2017 | £17.00 | 01/04/2018 | £17.50 | 2.9% | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | D | To recover costs incurred administering the scheme | Buy with Confidence Trader Approval scheme First year total for 1-5 employees First year total for 6-20 employees First year total for 20-49 employees Renewal Fee (from 2018/19) for 1-5 employees Renewal Fee (from 2018/19) for 6-20 employees Renewal Fee (from 2018/19) for 20-49 employees Renewal Fee (members prior to April 2017) for 1-5 employees Renewal Fee (members prior to April 2017) for 6-20 employees Renewal Fee (members prior to April 2017) for 20-49 employees | 01/04/2017 | £450.00 | 01/04/2017 | £450.00 | 0.0% | The Buy with Confidence scheme is a national scheme delivered locally by local authorities who wish to run the scheme in their area. It checks and approves local traders (home repairs and maintenance). The new price more accurately reflects cost of the scheme, which had previously been subsidised by local authorities. | SR |
| | | | | | 01/04/2017 | £650.00 | 01/04/2017 | £650.00 | 0.0% | | |
| | | | | | 01/04/2017 | £850.00 | 01/04/2017 | £850.00 | 0.0% | | |
| | | | | | 01/04/2017 | £300.00 | 01/04/2017 | £300.00 | 0.0% | | |
| | | | | | 01/04/2017 | £450.00 | 01/04/2017 | £450.00 | 0.0% | | |
| | | | | | 01/04/2017 | £600.00 | 01/04/2017 | £600.00 | 0.0% | | |
| | | | | | 01/04/2017 | £101.10 | 01/04/2018 | £104.00 | 2.9% | | |
| | | | | | 01/04/2017 | £150.16 | 01/04/2018 | £154.50 | 2.9% | | |
| | | | | | 01/04/2017 | £203.95 | 01/04/2018 | £210.00 | 3.0% | | |
| | | D | To recover costs incurred during meeting requests for environmental searches | Petroleum Environmental Searches | 01/04/2017 | £117.00 | 01/04/2018 | £120.50 | 3.0% | | NB |
| | | | | | | | | | | | |
| | | D | To recover costs associated with providing additional business support and consultancy service | Additional Business Support (per hour) | 01/04/2017 | £47.00 | 01/04/2018 | £48.50 | 3.2% | | SR |
| | | | | | | | | | | | |
| | | D | To recover costs incurred in administering the scheme | Carrying Agent for imported dogs, cats and other mammals: Includes local authorities within TSSE region (excl Isle of Wight), Warwickshire, Gloucestershire, Northamptonshire and Wiltshire where the pick-up and destination locations are within the areas identified above - Monday to Friday - Saturday and Sunday - Bank Holidays | 01/04/2017 | £249.60 | 01/04/2018 | £257.00 | 3.0% | | |
| | | | | | 01/04/2017 | £374.40 | 01/04/2018 | £385.50 | 3.0% | | |
| | | | | | 01/04/2017 | £499.20 | 01/04/2018 | £514.00 | 3.0% | | |
| | | | | | | | | | | | |

8. Communities - Trading Standards- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class | |
|----------|-----------------------------|----------------------------|--------------------------------|--|----------------|--------|----------------|---------------|-------------------------------|---|-----------|-------------------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | | |
| SCS3-4 | Trading Standards Continued | | | Petroleum Vapour Recovery Services (TBC) Income received from those local authorities where an agreement exists for the provision of vapour recovery services by the Council. Based on a percentage of the relevant permit fee | | | | | | CHARGES SET BY STATUTE | | |
| | | | | Application | | | | | | | | |
| | | | | - PVR Stage 1 | 01/04/2017 | 118.40 | 01/04/2018 | £118.40 | 0.0% | | | |
| | | | | - PVR Stage 1 and 2 | 01/04/2017 | 196.80 | 01/04/2018 | £196.80 | 0.0% | | | |
| | | | | Annual Subsistence Charge | | | | | | | | |
| | | | | - PVR Stage 1 (low risk) | 01/04/2017 | 60.80 | 01/04/2018 | £60.80 | 0.0% | | | |
| | | | | - PVR Stage 1 and 2 (low risk) | 01/04/2017 | 86.40 | 01/04/2018 | £86.40 | 0.0% | | | |
| | | | | Transfer | | | | | | | | |
| | | | | - Standard Process Transfer | 01/04/2017 | 129.60 | 01/04/2018 | £129.60 | 0.0% | | | |
| | | | | - Standard Process Partial Transfer | 01/04/2017 | 380.80 | 01/04/2018 | £380.80 | 0.0% | | | |
| | | | | Mobile Device Examination Service Income received from other local authorities submitting mobile devices for forensic examination | | | | | | | | |
| | | | | Single Phone and SIM | 01/04/2017 | 140.40 | 01/04/2018 | £144.50 | 2.9% | | | |
| SIM Only | 01/04/2017 | 25.85 | 01/04/2018 | £26.50 | 2.5% | | | | | | | |
| | | | | Achieving Best Evidence (ABE) Interview Service Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf | | | | | | OCC has access to an ACESO machine. These are used by law enforcement agencies to download the content of electrical items such as phones for examination and possible court use. | SR | |
| | | | | Time charged per hour, per officer | 01/04/2017 | 46.80 | 01/04/2018 | £48.50 | 3.6% | | | SR |
| | | | | Total Income SCS3-4 | | | | | | | | £62,589.00 |

Page 105

Legal Position on charging

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

VAT Class

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

9. Communities - Gypsy & Travellers Service - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|--|----------------------------|--------------------------------|---|----------------|--------------------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| SCS3-3 | <u>GYPSY & TRAVELLER SERVICES</u> | | | | | | | | | | |
| | Oxfordshire sites | D | Recovery of full cost | Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites). | 03/04/2017 | £73.00 | 02/04/2018 | £75.00 | 2.7% | <i>Sites to go up by £2.00 per week .</i> | EX |
| | | D | Recovery of full cost | Rent for nine additional plots at Redbridge | 03/04/2017 | £97.00 | 02/04/2018 | £99.00 | 2.1% | <i>Plots to go up by £2.00 per week.</i> | EX |
| | | | | Total Income SCS3-3 | | £137,700.00 | | | | | |

Legal Position on charging

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

VAT Class

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

10. Resources - Libraries - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | Note | 2017/18 | | | 2018/19 | | | % increase in fees & charges | Additional information and/or Reason for Change | VAT Class |
|-------------------|---|----------------------------|--|--|------|----------------|---------|----------------|----------------|---------------|----------------|------------------------------|--|-----------|
| | | | | | | Effective Date | Rate | Maximum Charge | Effective Date | Proposed Rate | Maximum Charge | | | |
| CE07-6 CE07-61 | <u>CULTURAL SERVICES</u> Library Service | D | To recover costs but remain competitive. | PHOTOCOPYING a) self-service photocopying - per A4 copy - per A3 copy b) minimum charge for postal requests for copies a) self-service photocopying - Black & wWhite (A4 & A3) - Colour (A4 & A3) b) minimum charge for postal requests for copies | | 13/04/2015 | £0.20 | | | | | -100.0% | New service provided | SR |
| | | | | | | 13/04/2015 | £0.40 | | | | | -100.0% | | SR |
| | | | | | | 13/04/2015 | £5.00 | | | | | -100.0% | | SR |
| | | | | | | | | | 09/04/2018 | £0.25 | | | | SR |
| | | D | To recover costs but remain competitive. | MICROFORM COPYING a) self service copying b) staff service | | 13/04/2015 | £0.70 | | 09/04/2018 | £0.70 | | 0.0% | | SR |
| | | | | | | | | | 09/04/2018 | £1.50 | | | | SR |
| | | D | An incentive for the earlier return of borrowed items. | LIBRARY OVERDUE CHARGES a) Static Libraries - Adults - per day library open during first week (daily rate) - maximum per item -Children - per day library open during first week - maximum per item - Children in public care - Institutions - per day library open during first week (daily rate) - maximum per item Charge for lost/damaged books | A | 03/04/2017 | £0.30 | | 03/04/2017 | £0.30 | | 0.0% | No changed proposed. Increased by 20% last year making the charge high end of neighbouring authorities | NB |
| | | | | | | 13/04/2015 | £5.00 | | 13/04/2015 | £5.00 | | 0.0% | | NB |
| | | | | | | 01/04/2007 | £0.05 | | 01/04/2007 | £0.05 | | 0.0% | | NB |
| | | | | | | 01/04/2007 | £2.30 | | 01/04/2007 | £2.30 | | 0.0% | | NB |
| | | | | | | 01/04/2003 | Exempt | | 01/04/2003 | Exempt | | | | |
| | | | | | | 03/04/2017 | £0.30 | | 03/04/2017 | £0.30 | | 0.0% | | NB |
| | | | | | | 03/04/2017 | £5.00 | | 03/04/2017 | £5.00 | | 0.0% | | NB |
| | | | | | | | Various | | | Various | | | | NB |
| | | D | An incentive for readers to remember their tickets. | REPLACEMENT OF LIBRARY TICKETS - computer system (per ticket) | | 03/04/2017 | £2.50 | | 09/04/2018 | £3.00 | | 20.0% | Increased administration costs/Increased incentive not to lose card | NB |
| | | | | | | | | | | | | | | |

10. Resources - Libraries - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | Note | 2017/18 | | | 2018/19 | | | % increase in fees & charges | Additional information and/or Reason for Change | VAT Class |
|---------|--------------------------|----------------------------|---|--|------|----------------|--------|----------------|----------------|---------------|----------------|------------------------------|---|--|
| | | | | | | Effective Date | Rate | Maximum Charge | Effective Date | Proposed Rate | Maximum Charge | | | |
| CEO7-61 | Library Service (cont'd) | D | To cover small element of costs incurred and act as an incentive to collect items when available. | LIBRARY RESERVATION FEES a) Book / Audio Books Reservations: - Standard charge - Under 18s (Incl children in public care) b) Items supplied from outside Oxfordshire : - Standard charge Items supplied by the British Library and Universities c) Audio Visual Reservations (excluding Audio Books): - Standard charge - Concessionary rate | B | 01/04/2012 | £1.00 | | 09/04/2018 | £1.20 | | 20.0% | Increased administration costs | NB |
| | | | | | | 01/04/2005 | Exempt | | 01/04/2005 | Exempt | | | | |
| | | | | | | 13/04/2015 | £6.50 | | 09/04/2018 | £7.50 | | 15.4% | | |
| | | | | | C | 03/04/2017 | £13.00 | | 09/04/2018 | £15.00 | | 15.4% | Increased British Library costs | NB NB |
| | | | | | | 01/04/2012 | £1.00 | | 09/04/2018 | £1.20 | | 20.0% | | |
| | | | | | | 01/04/2012 | £0.50 | | 09/04/2018 | £0.60 | | 20.0% | | |
| | | D | To purchase new items and maximise income for the Service as a whole. | AUDIO VISUAL HIRE CHARGES a) DVDs (Per Week) - Band 1 - Band 2 NOT IN USE - Band 3 - Band 4 b) DVDs Late return Charges (Per day Static Library) - Band 1 - Band 2 NOT IN USE - Band 3 - Band 4 d) Music CD's (per Week) - Band 1 - Band 2 & 3 e) Music CDs Late return Charges (Per day Static Library) - Band 1 - Band 2 & 3 g) Audio Books and Language Packs on CD (3 weeks): - Band 1 - Band 2 & 3 - Children in public care | D | 01/04/2014 | £1.00 | | 09/04/2018 | £1.20 | | 20.0% | | NB NB NB NB NB NB NB NB NB |
| | | | | | | 01/04/2014 | £2.00 | | 09/04/2018 | £2.40 | | 20.0% | | |
| | | | | | | 01/04/2014 | £3.00 | | 09/04/2018 | £3.60 | | 20.0% | | |
| | | | | | D | 01/04/2014 | £0.14 | £3.00 | 09/04/2018 | £0.30 | £3.00 | 114.3% | | |
| | | | | | | 01/04/2014 | £0.28 | £6.00 | 09/04/2018 | £0.60 | £6.00 | 114.3% | | |
| | | | | | | 01/04/2014 | £0.42 | £9.00 | 09/04/2018 | £0.90 | £9.00 | 114.3% | | |
| | | | | | D | 01/04/1998 | £1.00 | | 09/04/2018 | £1.20 | | 20.0% | | |
| | | | | | | 13/04/2015 | £2.00 | | 09/04/2018 | £2.40 | | 20.0% | | |
| | | | | | D | 01/01/2009 | £0.15 | £3.00 | 09/04/2018 | £0.30 | £3.00 | 100.0% | | |
| | | | | | | 13/04/2015 | £0.28 | £6.00 | 09/04/2018 | £0.60 | £6.00 | 114.3% | | |
| | | | | | D | 13/04/2015 | £1.50 | | 13/04/2015 | £1.50 | | 0.0% | Exemption applies to Audio Books only. | NB NB |
| | | | | | | 13/04/2015 | £2.50 | | 13/04/2015 | £2.50 | | 0.0% | | |
| | | | | | | 01/04/2003 | Exempt | | 01/04/2013 | Exempt | | | | |

10. Resources - Libraries - Review of Charges 2018/19

Page 109

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | Note | 2017/18 | | | 2018/19 | | | % increase in fees & charges | Additional information and/or Reason for Change | VAT Class |
|---------|--------------------------|----------------------------|--------------------------------|---|--------------------|--|--|---------------------------------|--|--|---------------------------------|---|--|--|
| | | | | | | Effective Date | Rate | Maximum Charge | Effective Date | Proposed Rate | Maximum Charge | | | |
| CEO7-61 | Library Service (cont'd) | | | h) Audio Books & Language Packs Late Return Charges (Per day Static Library) - Band 1 - Band 2 & 3 j) CD-ROM (per Week) - Band 1 k) CD-ROM late return charges Band 1 (per day static library) Charge for lost/damaged AV | D D | 13/04/2015 13/04/2015 01/04/2001 01/04/2001 | £0.07 £0.11 £1.00 £0.14 | £4.50 £7.50 £3.00 | 13/04/2015 13/04/2015 09/04/2018 09/04/2018 | £0.07 £0.11 £1.50 £0.38 | £4.50 £7.50 £3.00 | 0.0% 0.0% 50.0% 171.4% | | NB NB NB SR |
| | | D | To self finance the service. | VOCAL/ ORCHESTRAL/PLAY SETS a) Booking Fee per 4 month loan - Vocal Scores Oxfordshire Borrowers - per score with performance time of 5 minutes or less - per score with performance time of more than 5 minutes - Vocal Scores Non Oxfordshire Borrowers - per score with performance time of 5 minutes or less - per score with performance time of more than 5 minutes - Orchestral Sets Oxfordshire Borrowers - Orchestral Sets Non Oxfordshire Borrowers - Play Sets b) Overdue charge - per week or part week, per loan, vocal or orchestral - per playset, per day library open during first week (daily rate) - maximum per playset c) Administration fee for performance sets supplied from outside Oxfordshire. | | 03/04/2017 13/04/2015 03/04/2017 03/04/2017 04/04/2016 13/04/2015 13/04/2015 13/04/2015 03/04/2017 | £0.60 £1.50 £42,828.00 £42,828.00 £26.00 £35.00 £5.00 £12.50 £0.25 £5.00 £6.00 | | 09/04/2018 09/04/2018 09/04/2018 09/04/2018 09/04/2018 09/04/2018 04/04/2016 09/04/2018 08/05/2017 13/04/2015 09/04/2018 | £0.70 £1.80 £1.40 £3.00 £30.00 £40.00 £5.00 £13.00 £0.30 £5.00 £7.00 | | 16.7% 20.0% 4.0% 20.0% 0.0% 15.4% 0.0% 16.7% | | NB NB NB NB NB NB |
| | | D | To recover costs. | INTERNET SERVICE Black & White (A4 & A3) Black & White (A4 & A3) double sided Colour (A4 & A3) Colour (A4 & A3) double sided Sales of-memory sticks Sales of headphones | | 03/04/2017 03/04/2017 | £6.00 £1.50 | | 09/04/2018 09/04/2018 09/04/2018 09/04/2018 03/04/2017 03/04/2017 | £0.25 £0.50 £0.50 £1.00 £6.00 £1.50 | | 0.0% 0.0% | New service provided New service provided New service provided New service provided | SR SR SR SR SR SR |
| | | D | To recover costs. | HIRE OF ACCOMMODATION Half day educational use Full day educational use | | 08/05/2017 08/05/2017 | £25.00 £59.00 | | 08/05/2017 08/05/2017 | £26.00 £61.00 | | 4.0% 3.4% | | EX EX |
| | | | | Total Income CEO7-61 | | | £625,384.00 | | | £637,892.00 | | | | SR |

Notes

- A Overdue charges will not be charged in the following cases:
- books borrowed by housebound readers and home library service customers, reading impaired, children in public care, registered foster carers, childminders and picture books borrowed by children under 5 yrs old on their own library card.
For all book and audio book reservations, home library service customers, under 18's, registered foster carers, reading impaired and children in public care are exempt.
- B Concessionary rates for audio visual reservations apply to the under 18's and registered foster carers. Home library customers are exempt.
- C All audio visual hire services are free to home library customers.
- D The reading impaired, children in public care and registered foster carers are entitled to free loans of audio books only.

VAT Class

- ZR Zero Rated
NB Non Business
EX Exempt
Legal Position on charging
SP Statutory Prohibited
SA Statutory Arrangements

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|-------------------|---|----------------------------|--|--|--|--|--|--|---|---|--|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-6 CE07-62 | CULTURAL SERVICES Heritage Services | D | To recover costs but remain competitive. | MRC / OHC DIGITAL IMAGING Plain paper Digital Prints (pre-existing image) - per copy on A4 - per copy on A3 Plain paper Digital Prints (created to order) - per copy on A4 - per copy on A3 Photo paper Digital Prints (pre-existing image) - per copy A4 - per copy A3 Photo paper Digital Prints (created to order) - per copy on A4 (or smaller) - per copy on A3 paper Electronic files (automated scan, Archive, microform, or delicate sources including pre-existing scans of wills and parish registers) - per sheet scanned Electronic files (automated scan, Local Studies sources) - per sheet scanned Electronic files (pre-existing image, compressed) - per image 700 pixels Electronic files (pre-existing image, compressed) - per image 2250 pixels Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above Electronic files (created to order, compressed) - per image 2500 pixels Electronic files (created to order, uncompressed) - per image 3200 pixels and above Electronic files (digitised Tithe Maps) - per image Other - Use of Digital Camera/USB Memory Stick per day - Use of Digital Camera/USB Memory Stick per week Transfer to CD-R | 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2015 01/04/2015 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 01/04/2017 | £6.00 £6.00 £9.50 £9.50 £9.50 £9.50 £13.50 £13.50 £1.50 N/A £1.50 £6.00 £9.50 £9.50 £13.50 £13.50 £6.00 £17.00 £5.00 | 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 | £6.00 £6.00 £10.00 £10.00 £10.00 £10.00 £14.00 £14.00 £1.50 £0.70 £1.50 £6.00 £10.00 £10.00 £14.00 £14.00 £6.00 £17.00 £5.00 | 0% 0% 5% 5% 5% 5% 4% 4% 0% New charge to meet demand No increase proposed. Balanced by increases in higher unit prices. 0% 0% 5% 5% 4% 0% 0% 0% | No increase proposed. Balanced by increases in other unit prices. No increase proposed. Balanced by increases in other unit prices. Increased costs Increased costs Increased costs Increased costs Increased costs Increased costs No increase proposed. Balanced by increases in other unit prices. New charge to meet demand No increase proposed. Balanced by increases in higher unit prices. Increased costs Increased costs Increased costs Increased costs Increased costs Increased costs Increased costs | SR SR SR SR SR SR SR SR SR SR SR SR SR SR |

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|----------------------------------|--|----------------|------------------------------------|----------------|---|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-62 | Heritage Services (cont'd) | D | To meet costs and income target. | OHC/MRC REPRODUCTION FEES | | | | | | | |
| | | | | Publication Commercial | | | | | | | |
| | | | | - Per image | 01/04/2017 | £42.00 | 01/04/2018 | £43.00 | 2% | Increased costs. | SR |
| | | | | - Per extra instance of an image | | N/A | 01/04/2018 | £18.00 | | New charge | |
| | | | | Internal Use Commercial | | | | | | | |
| | | | | -For use within organisation | 01/04/2017 | £22.80 | 01/04/2018 | £24.00 | | | SR |
| | | | | Use on a website (0 - 1 year) | 01/04/2017 | £120.00 | 01/04/2018 | £120.00 | 5% | Increased costs | |
| | | | | - per image | | | | | | | |
| | | | | -Use on a website (2 - 5 years) | 01/04/2017 | £300.00 | 01/04/2018 | £300.00 | 0% | No increase proposed. Balanced by increases in other unit prices. | |
| | | | | - per image | | | | | | | |
| | | | | Broadcast Media | | | | | 0% | No increase proposed. Balanced by increases in other unit prices. | |
| | | | | One programme, one transmission, one country (EU = one country) | 01/04/2017 | £72.00 | 01/04/2018 | £74.00 | | | |
| | | | | One programme, one transmission, worldwide | 01/04/2017 | £120.00 | 01/04/2018 | £123.00 | 3% | Increased costs | |
| | | | | One programme, multiple transmissions, worldwide, 1-5 years | 01/04/2017 | £180.00 | 01/04/2018 | £185.00 | 3% | Increased costs | |
| | | | | One programme, multiple transmissions, worldwide, 6-12 years | 01/04/2017 | £300.00 | 01/04/2018 | £310.00 | 3% | Increased costs | |
| | | | | Publication: local individuals, organisations and partners | | | | | 3% | Increased costs | |
| | | | | - Per use of one or more images | 01/04/2014 | £20.00 | 01/04/2018 | £20.00 | | | SR |
| | | | | OHC USE OF PREMISES | | | | | 0% | No increase proposed. Balanced by increases in other unit prices. | |
| | | | | Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes | | | | | | | EX |
| | | | | - per hour or part hour | 01/04/2017 | £52.00 | 01/04/2018 | £55.00 | 6% | Increased costs | |
| | | | | HIRE OF ACCOMMODATION | | | | | | | |
| | | | | a) Oxfordshire Museum | | | | | | | |
| | | | | - Exhibition Gallery | | | | | | | |
| | | | | - per week | 01/04/2017 | £195.00 | 01/04/2018 | £200.00 | 4% | Increased costs | EX |
| | | | | b) Brewhouse | | | | | | | |
| | | | | - Exhibition Gallery | | | | | | | |
| | | | | - per month | 01/04/2017 | £251.00 | 01/04/2018 | £260.00 | 4% | Increased costs | EX |
| | | | | - 1/2 day Education Use | 01/04/2017 | £25.00 | 01/04/2018 | £26.00 | 4% | Increased costs | EX |
| | | | | - 1/2 day Commercial Use | 01/04/2017 | £64.00 | 01/04/2018 | £66.00 | 4% | Increased costs | EX |
| | | | | - per day - Education Use | 01/04/2017 | £59.00 | 01/04/2018 | £61.00 | 4% | Increased costs | EX |
| | | | | - per day - Commercial Use | 01/04/2017 | £98.00 | 01/04/2018 | £101.00 | 4% | Increased costs | EX |
| | | | | c) Coachhouse | | | | | | | |
| | | | | - 1/2 day Education Use | 01/04/2017 | £36.00 | 01/04/2018 | £37.00 | 3% | Increased costs | EX |
| | | | | - 1/2 day Commercial Use | 01/04/2017 | £76.00 | 01/04/2018 | £78.00 | 4% | Increased costs | EX |
| | | | | - per day - Education Use | 01/04/2017 | £60.00 | 01/04/2018 | £62.00 | 5% | Increased costs | EX |
| | | | | - per day - Commercial Use | 01/04/2017 | £134.00 | 01/04/2018 | £138.00 | 6% | Increased costs | EX |
| | | | | d) MRC Education Lecture Room | | | | | | | |
| | | | | - 1/2 day Education Use | 01/04/2017 | £25.00 | 01/04/2018 | £26.00 | 4% | Increased costs | EX |
| | | | | - per day - Education Use | 01/04/2017 | £50.00 | 01/04/2018 | £52.00 | 4% | Increased costs | EX |
| | | | | e) Provision of staff to support activities of hirer per hour | | | | | | | |
| | | | | - during Museum open hours | 01/04/2017 | £20.00 | 01/04/2018 | £21.00 | 5% | Increased costs | SR |
| | | | | - out of Museum open hours | 01/04/2017 | £31.00 | 01/04/2018 | £32.50 | 3% | Increased costs | SR |

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|--|---|----------------|---------------------------------|----------------|--|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-62 | Heritage Services (cont'd) | D | To meet income targets which reduced the impact of previous budget cuts. | i) Coach House charge for use outside normal hours plus staffing as necessary | 01/04/2017 | £46.00 | 01/04/2018 | £48.00 | 5% | Increased costs | EX |
| | | | | Education use up to 3 hours | 01/04/2017 | £70.00 | 01/04/2018 | £73.00 | 6% | reflect market | EX |
| | | | | Commercial use up to 3 hours | | | | | | | |
| | | | | CONSERVATION AND EXHIBITION SERVICES | | | | | | | |
| | | | | a) MRC | | | | | | | |
| | | | | Remedial conservation | 01/04/2017 | £52.00 | 01/04/2018 | £60.00 | 15% | increased cost | SR |
| | | | | - per hour | | | | | | | |
| | | | | c) Specialist Climate Controlled Collections Storage and Care per year | | | | | | | |
| | | | | -Small Item (c.10x10x10cm) | 01/04/2017 | £115.00 | 01/04/2018 | £120.00 | 4% | increased cost | SR |
| | | | | -Medium Item (c 20x20x20cm) | 01/04/2017 | £230.00 | 01/04/2018 | £240.00 | 4% | increased cost | SR |
| | | | | -Large Item (c.0.5 cubic meters) | 01/04/2017 | £400.00 | 01/04/2018 | £420.00 | 5% | increased cost | SR |
| | | | | d) General Collections storage and Care per year | | | | | | | |
| | | | | -Large Item | 01/04/2017 | £460.00 | 01/04/2018 | £480.00 | 4% | increased cost | SR |
| | | | | e) Environmental Monitoring | | | | | | | |
| | | | | (per month) | | | | | | | |
| | | | | - for 3 thermohygrographs | 01/04/2017 | £52.00 | 01/04/2018 | £55.00 | 6% | increased cost | SR |
| | | | | Loan of datalogger and printout per period up to 2 months | 01/04/2017 | £52.00 | 01/04/2018 | £55.00 | 6% | increased cost | SR |
| | | | | Environmental summary | | | | | | | |
| | | | | f) Conservation Advice per hour | 01/04/2017 | £52.00 | 01/04/2018 | £55.00 | 6% | increased cost | SR |
| | | | | - per day | 01/04/2017 | £420.00 | 01/04/2018 | £450.00 | 7% | increased cost | SR |
| | | | | - per half-day | 01/04/2017 | £210.00 | 01/04/2018 | £225.00 | 7% | increased cost | SR |
| | | | | g) Museum Pest Management plus materials | | | | | | | |
| | | | | - per day | 01/04/2017 | £420.00 | 01/04/2018 | £450.00 | 7% | increased cost | SR |
| | | | | - per half day | 01/04/2017 | £210.00 | 01/04/2018 | £225.00 | 7% | increased cost | SR |
| | | | | - per hour | 01/04/2017 | £52.00 | 01/04/2018 | £55.00 | 6% | increased cost | SR |
| | | | | h) Hire of display equipment | | | | | | | |
| | | | | Cases | | | | | | | |
| | | | | - per day | 01/04/2017 | £12.00 | 01/04/2018 | £15.00 | 25% | increased cost, taking into account wear and tear | SR |
| | | | | - per week | 01/04/2017 | £70.00 | 01/04/2018 | £80.00 | 14% | actual costs | SR |
| | | | | - per month | 01/04/2017 | £180.00 | 01/04/2018 | £200.00 | 11% | | SR |
| | | | | i) Training | | | | | | | |
| | | | | - per day | 01/04/2017 | £420.00 | 01/04/2018 | £450.00 | 7% | increased cost | SR |
| | | | | - per half day | 01/04/2017 | £210.00 | 01/04/2018 | £225.00 | 7% | increased cost | SR |
| | | | | k) Documentation and storage of archaeological archives | | | | | | | |
| | | | | - site archive up to 3 archaeological storage boxes ((0.022m3) | 01/04/2017 | £100.00 | 01/04/2018 | £100.00 | 0% | no increase as 2nd year of 2 year transitional period, will substantially increase in 2017/18 to reflect increased cost | SR |
| | | | | -per archaeological storage box (0.022m3) | 01/04/2017 | £65.00 | 01/04/2018 | £65.00 | 0% | no increase as 2nd year of 2 year transitional period, will substantially increase in 2017/18 to reflect increased cost | SR |
| | | | | | | | | | | | |

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|--------------------------------|--|----------------|------------------------------------|----------------|---|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-62 | Heritage Services (cont'd) | D | To Meet Costs | OHC RESEARCH ENQUIRIES - written reply to each enquiry per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80. - higher rate for businesses and profit-making organisations per hour (or pro-rata) Minimum 30 minutes £26. Maximum 2 hours £104. | 01/04/2017 | £38.00 | 01/04/2018 | £40.00 | 5% | Increased costs (including VAT) | SR |
| | | | | | 01/04/2017 | £50.00 | 01/04/2018 | £52.00 | 4% | Increased costs (including VAT) | SR |
| | | D | To recover costs | MICROFORM COPYING a) Self Service Copying - per A4 copy - per A3 copy b) Copying by Staff - per A4 copy - per A3 copy | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | | SR |
| | | | | | 01/04/2015 | £1.50 | 01/04/2015 | £1.50 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £1.50 | 01/04/2015 | £1.50 | 0% | | SR |
| | | D | To recover costs | PHOTOCOPIES Self Service Copying - - per A4 copy - per A3 copy Local Studies - Staff Operated Copying - - per A4 copy - per A3 copy All Archive Documents and Delicate Documents - per A4 or A3 copy (ordered on-site) - per A4 or A3 copy (ordered remotely) | 01/10/2011 | £0.20 | 01/10/2011 | £0.20 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £0.40 | 01/04/2015 | £0.40 | 0% | | SR |
| | | | | | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | | SR |
| | | | | | 01/04/2017 | £1.25 | 01/04/2017 | £1.25 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £1.50 | 01/04/2015 | £1.50 | 0% | | SR |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | D | To recover costs | Computer Printouts Self Service - - per A4 copy - per A3 copy Staff Operated Copying - - per A4 copy - per A3 copy | 01/10/2011 | £0.20 | 01/10/2011 | £0.20 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £0.40 | 01/04/2015 | £0.40 | 0% | | SR |
| | | | | | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | No increase proposed. Balanced by increases in higher unit prices. | SR |
| | | | | | 01/04/2015 | £0.70 | 01/04/2015 | £0.70 | 0% | | SR |
| | | D | To recover costs | Certificates Per Copy - Motor Vehicle Registration copies Baptism Certificates Marriage Certificates | 01/04/2017 | £9.50 | 01/04/2018 | £10.00 | 5% | Increased costs | SR |
| | | | | | 01/04/2016 | £13.00 | 01/04/2016 | £13.00 | 0% | Fee determined by statute: Church of England Tables of Fees 2016 | NB |
| | | | | | 01/01/2015 | £10.00 | 01/01/2015 | £10.00 | 0% | Fee determined by statute: SI no. 94 (2016), amending SI 911(2016) | NB |
| | | D | To recover costs | COPIES OF RECORDINGS From Oral History (per CD) From Oral History (per DVD) | 01/04/2017 | £16.00 | 01/04/2018 | £17.00 | 6% | Increased costs (including VAT) | SR |
| | | | | | 01/04/2017 | £32.00 | 01/04/2018 | £34.00 | 6% | Increased costs (including VAT) | SR |

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|--------------------------------|--|----------------|------------------------------------|----------------|---|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-62 | Heritage Services (cont'd) | D | To recover costs | ADMINISTRATIVE CHARGE Minimum charge for providing an invoice for any service | 01/04/2017 | £25.00 | 01/04/2018 | £26.00 | 4% | Increased costs (including VAT) | SR |
| | | D | To recover costs | MRC PHOTOGRAPHIC | | | | | | | SR |
| | | | | Photographic Prints by External Photographer | 01/10/2011 | | | | Various | Prices on application | |
| | | D | To recover costs | POSTAGE & PACKING - Reinforced Envelope in reinforced C4 envelope Cardboard Tube - Copies supplied in 450mm cardboard tube Disc Mailer - CR-ROM supplied in disc mailer Air Mail - additional to basic cost | 01/04/2017 | £2.50 | £43,191.00 | £2.50 | 0% | No increase proposed. Charges still reflect current postage costs | SR |
| | | | | | 01/04/2017 | £5.00 | £43,191.00 | £5.00 | 0% | No increase proposed. Charges still reflect current postage costs | SR |
| | | | | | 01/04/2017 | £5.00 | £43,191.00 | £5.00 | 0% | No increase proposed. Charges still reflect current postage costs | SR |
| | | | | | 01/04/2017 | £2.50 | £43,191.00 | £2.50 | 0% | No increase proposed. Charges still reflect current postage costs | SR |
| | | D | To recover costs | Oxfordshire Museum Lecture Fees plus travel at current OCC rates | 01/04/2017 | £55.00 | 01/04/2017 | £55.00 | 0% | Reflects current market rate | SR |
| | | | | Oxfordshire History Service Lecture Fees plus travel at current OCC rates | 01/04/2017 | £66.00 | 01/04/2018 | £68.00 | | Increased costs | SR |
| | | D | To recover costs | Use of Oxfordshire Museum Garden for Wedding Photography | 01/04/2017 | £85.00 | 01/04/2018 | £88.00 | 4% | Reflects market | EX |

11. Resources - Heritage Services - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|---------|----------------------------|----------------------------|--------------------------------|---|--|---|--|---|---|---|--|
| | | | | | Effective Date | Rate (inc VAT where applicable) | Effective Date | Proposed Rate (inc VAT where applicable) | | | |
| CE07-62 | Heritage Services (cont'd) | D | To recover costs | LEARNING & ACCESS School Sessions at The Oxfordshire Museum - up to 30 children Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children School Box Loans - per term Reminiscence Box Loans - per 2 week loan Reminiscence sessions - per session Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening (approximately 2.5 hours) Family Learning Drop In at The Oxfordshire Museum - per child - per family of up to 3 children TOM Tots under 5s sessions at The Oxfordshire Museum - per child - per family Booked family workshop | 01/04/2016 01/04/2016 01/04/2016 01/04/2016 01/04/2012 01/04/2012 01/04/2012 01/04/2012 01/04/2012 01/04/2012 01/04/2014 | £75.00 £89.00 £105.00 £30.00 £20.00 £20.00 £20.00 £2.00 £5.00 £1.00 £2.50 | 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2018 01/04/2012 01/04/2012 01/04/2012 01/04/2012 01/04/2014 | £78.00 £92.00 £110.00 £32.00 £21.00 £21.00 £25.00 £2.00 £5.00 £1.00 £2.50 | 3% 5% 7% 5% 5% 25% 0% 0% 0% 0% | Maintain parity with other providers Increased costs Increased costs Charge reflects market rate Charge reflects market rate Increased cost of delivery Reflects cost of staffing cost recovery for materials no increase cost recovery for materials no increase achieves parity with family learning sessions £5.00-£10.00 according to session length plus materials | NB NB NB NB NB NB NB NB NB |
| | | | | Total Income CE07-62 | | £106,865.00 | | £106,865.00 | | | |

Legal Position on charging

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

Notes

- A: 20% Commission is charged on all sales
 B: 10% discount offered to Members of OMC, for work committed over £1,000 or more than 2 years
 C: Concessions of 50% proposed for community groups that meet specified criteria.
 D: Preventative & Fumigation. Minimum 4 hours labour charged for set up.

VAT Class

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

12. Resources - Customer Service Centre- Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|-------------------------|----------------------------|--------------------------------|--|----------------|--------------------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEO7-5 | Customer Service Centre | | | | | | | | | | |
| | Concessionary Fares | D | Cost of replacement card | Card issue and admin | 01/04/2012 | £10.00 | 01/04/2012 | £10.00 | | Although this is a discretionary service, local authorities are only allowed to charge a maximum of £10. | NB |
| | Disabled Parking | D | Recovery of full cost | Card issue and admin, assessment service | 01/04/2012 | £10.00 | 01/04/2012 | £10.00 | | | NB |
| | | | | Total Income CEO7-5 | | £108,041.00 | | | | | |

Legal Position on charging

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

VAT Class

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

13. Resources - Music Service - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|---------------|----------------------------|---|--|----------------|--|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEO4-6 | Music Service | D | Fees charged for music tuition, instruments hire and for OYMA membership. | Music Tuition | | | | | | | EX |
| | | | | Ensembles | | | | | | | |
| | | | | OYMA full membership Standard Ensemble lessons | 01/04/2017 | £69.00 | 01/04/2018 | £71.00 | 2.9% | No fee increase to encourage more students to attend ensembles | EX |
| | | | | OYMA full membership OCMS lessons - Central Music School | 01/04/2017 | £95.00 | 01/04/2018 | £99.00 | 4.2% | | EX |
| | | | | OYMA single ensemble - OCMS lessons | 01/04/2017 | £49.00 | 01/04/2018 | £50.00 | 2.0% | | EX |
| | | | | OYMA Small Emsemble | 01/04/2017 | £39.00 | 01/04/2018 | £40.00 | 2.6% | name to be changed to "Single Ensemble" | EX |
| | | | | OYMA Secondary Choir Activity | 01/04/2017 | | 01/04/2018 | £50.00 | | name to be changed to "Small Ensemble" | EX |
| | | | | OYMA CMS Pass | 01/04/2017 | £145.00 | 01/04/2018 | £150.00 | 3.4% | name to be changed to "CMS Pass" | EX |
| | | | | Advanced Musicianship Programme | 01/04/2017 | £68.00 | 01/09/2018 | £75.00 | | | EX |
| | | | | County Ensemble | 01/04/2017 | £78.00 | 01/04/2018 | £81.00 | | | EX |
| | | | | County Ensemble 1.5 hours | | | 01/04/2018 | £53.00 | | | |
| | | | | County Ensemble 1 hours | | | 01/04/2018 | £49.00 | | | |
| | | | | Individual Tuition | | | | | | | |
| | | | | 20 minutes | 01/04/2017 | £202.29 | 01/04/2018 | £207.90 | 2.8% | Fee increased by less than 4% to remain competitive with private teachers. Benchmarking undertaken. Offset with higher increases in fees for group lessons. In addition to the % rise the Service will be providing an additional lesson which will result in a further 3% increase in income. | EX |
| | | | | 30 Minutes | 01/04/2017 | £299.86 | 01/04/2018 | £311.85 | 4.0% | | EX |
| | | | | 40 minutes | 01/04/2017 | £399.96 | 01/04/2018 | £415.80 | 4.0% | | EX |
| | | | | 45 minutes | 01/04/2017 | £449.79 | 01/04/2018 | £467.72 | 4.0% | | EX |
| | | | | 60 minutes | 01/04/2017 | £599.72 | 01/04/2018 | £623.70 | 4.0% | | EX |
| | | | | | | | | | | | |
| | | | | Group Tuition | | | | | | | |
| | | | | Group of 2 (30 minutes) | 01/04/2017 | £153.89 | 01/04/2018 | £156.75 | 1.9% | | EX |
| | | | | Group of 2 (20 minutes) | 01/04/2017 | £104.39 | 01/04/2018 | £107.25 | 2.7% | | EX |
| | | | | Group of 3-4 (30 minutes) | 01/04/2017 | £104.39 | 01/04/2018 | £107.25 | 2.7% | | EX |
| | | | | Group of 3-4 (20 minutes) | 01/04/2017 | £71.39 | 01/04/2018 | £74.25 | 4.0% | | EX |
| | | | | Group of 5-6 (30 minutes) | 01/04/2017 | £71.39 | 01/04/2018 | £74.25 | 4.0% | | EX |
| | | | | Group of 7 -9 (40 minutes) | 01/04/2017 | £71.39 | 01/04/2018 | £74.25 | 4.0% | | EX |
| | | | | Group of 10 + (50 minutes) | 4282600% | 6039% | 4319100% | 6325% | 5% | | EX |
| | | | | Endangered Instruments 30 minutes | | | | | | | |
| | | | | Endangered Instruments : viola, french horn, oboe, trombone, double bass, tuba, bassoon, bass guitar | 01/04/2017 | 25% discount across all individual and group tuition rates | | | | | EX |
| | | | | | | | | | | | |
| | | | | Late cancellation Charge | 01/04/2017 | £30.00 | | £35.00 | 17% | | EX |
| | | | | Own teacher accompanist | 01/04/2017 | £25.00 | 01/04/2018 | £26.00 | 4% | | EX |
| | | | | Not own teacher accompanist | 01/04/2017 | £40.00 | 01/04/2018 | £42.00 | 5% | | EX |

13. Resources - Music Service - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|----------|-------------------------|----------------------------|--------------------------------|--|----------------|----------------------|----------------|----------------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| Page 118 | Music Service Continued | | | Hire | | | | | | New Charge 5% max £100 These prices are dependant on prices set by tour operator | |
| | | | | Hire of Instruments (Violin, Viola and Guitars only) | 01/04/2017 | £21.50 | | £23.50 | 9.3% | | EX |
| | | | | Hire of Instruments (All other instruments on offer) | 01/04/2017 | £43.00 | | £44.50 | 3.5% | | EX |
| | | | | Instrument Purchase Charge | 01/04/2017 | £100.00 | 01/04/2018 | £60.00 | | | SR |
| | | | | Oxfordshire schools orchestra | 01/09/2017 | £515.00 | 01/09/2018 | £525.00 | 1.9% | | EX |
| | | | | Oxfordshire Schools Symphony Orchestra | 01/09/2017 | £810.00 | 01/09/2018 | £825.00 | 1.9% | | EX |
| | | | | Oxfordshire County Youth orchestra | 01/09/2017 | £830.00 | 01/09/2018 | £850.00 | 2.4% | | EX |
| | | | | Oxfordshire Youth Music Theatre | 01/09/2017 | £405.00 | 01/04/2018 | £450.00 | | | EX |
| | | | | Charges to schools: | | | | | | | |
| | | | | First Access (60 or 45 minutes) | 01/09/2017 | £1,450.00 | 01/09/2018 | £1,480.00 | 2.1% | | EX |
| | | | | Play On (1 hour) | 01/09/2017 | £1,725.00 | 01/09/2018 | £1,760.00 | 2.0% | | EX |
| | | | | Play On (40 minutes) | 01/09/2017 | £1,150.00 | 01/09/2018 | £1,175.00 | 2.2% | | EX |
| | | | | Play On (30 minutes) | 01/09/2017 | £863.00 | 01/09/2018 | £880.00 | 2.0% | | EX |
| | | | | Transport Zone 1 | 01/09/2017 | £80.00 | 01/09/2018 | £90.00 | | | EX |
| | | | | Transport Zone 2 | 01/09/2017 | £65.00 | 01/09/2018 | £75.00 | | | |
| | | | | Transport Zone 3 | 01/09/2017 | £56.00 | 01/09/2018 | £62.00 | | | EX |
| | | | | Transport Zone 4 | 01/09/2017 | £35.00 | 01/09/2018 | £40.00 | | | EX |
| | | | | Adults | 01/09/2017 | £105.00 | 01/09/2018 | £110.00 | 4.8% | | EX |
| | | | | Curriculum (per hour) | 01/09/2017 | £61.50 | 01/09/2018 | £62.70 | 2.0% | | EX |
| | | | | workshops | 01/04/2017 | | | £10.00 | | | EX |
| | | | | summer fun | 01/04/2017 | | | £110.00 | | | EX |
| | | | | Total Income CEO4-6 | | £1,443,261.00 | | £1,625,261.00 | | | |

Legal Position on charging

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

Notes

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

VAT Class

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

14. Resources - Registration Service - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|----------------------|----------------------------|---|--|----------------|-----------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEO4-4 | Registration Service | D | To raise revenue to cover the costs of the registration service | To licence approved premises for a three-year period | 01/04/2016 | £2,050.00 | 01/04/2018 | £2,090.00 | 2.0% | Government reviewing licencing fees nationally as part of a 'reducing burdens to businesses' Oxfordshire already one of the most expensive. | NB |
| | | D | To raise revenue to cover the costs of the registration service | Non Refundable Booking Fee for Statutory Civil Marriage and Civil Partnership bookings at a Register Officer | 01/09/2015 | £46.00 | 01/09/2015 | £46.00 | 0.0% | | NB |
| | | | | Non Refundable Booking Fee for all other ceremonies such as those undertaken at an Approved Venue | 01/09/2015 | £50.00 | 01/04/2018 | £100.00 | 100.0% | | NB |
| | | D | To cover a proportion of the costs | Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday and Saturday between 9.15am and 12 noon. | | | | | | | |
| | | | | Abingdon- Roysse Court (Mon -Fri) | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Banbury Bodicote House | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Bicester - Garth Park | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Didcot - Broadway Room | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Henley - Regatta Court | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Oxford - Tidmarsh Lane | | | | | | | |
| | | SA | | RO Wed- Fri | | £50.00 | | £50.00 | 0.0% | | NB |
| | | | | Dexter Room Tues-Fri | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Dexter Room Sat AM | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Wheatley - Shotover Room | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Witney - Windrush Rooms | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Total for all district Offices | 01/04/2017 | £260.00 | 01/04/2018 | £275.00 | 5.8% | | NB |
| | | | | Total for all district Offices (Sat pm) | 01/04/2017 | £520.00 | 01/04/2018 | £545.00 | 4.8% | | NB |
| | | | | Total for all district Offices (Sun and BH) | 01/04/2017 | £595.00 | 01/04/2018 | £610.00 | 2.5% | | NB |
| | | SA | | Attending chapel | 01/04/2017 | £90.00 | 01/04/2017 | £90.00 | 0.0% | | NB |
| | | | To raise revenue to cover the costs of the Registration Service | Marriages at Approved Venues (9.00am to 5.30pm) | | | | | | | |
| | | | | Monday - Thursday | 01/04/2017 | £475.00 | 01/04/2018 | £495.00 | 4.2% | | NB |
| | | | | Friday & Saturday | 01/04/2017 | £520.00 | 01/04/2018 | £545.00 | 4.8% | | NB |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £595.00 | 01/04/2018 | £610.00 | 2.5% | | NB |
| | | | To raise revenue to cover the costs of the Registration Service | Marriages at Approved Venues (6.00pm to 8.30pm) | | | | | | | |
| | | | | Monday - Thursday | 01/04/2017 | £550.00 | 01/04/2018 | £560.00 | 1.8% | | NB |
| | | | | Friday & Saturday | 01/04/2017 | £550.00 | 01/04/2018 | £560.00 | 1.8% | | NB |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £650.00 | 01/04/2018 | £660.00 | 1.5% | | NB |

14. Resources - Registration Service - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|--------|--------------------------------|----------------------------|---|--|----------------|---------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEO4-4 | Registration Service Continued | | To raise revenue to cover the costs of the Registration Service | Marriages at Approved Venues (on or after 9pm) | | | | | | | |
| | | | | Monday - Thursday | 01/04/2017 | £700.00 | 01/04/2017 | £700.00 | 0.0% | | NB |
| | | | | Friday & Saturday | 01/04/2017 | £700.00 | 01/04/2017 | £700.00 | 0.0% | | NB |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £720.00 | 01/04/2017 | £700.00 | -2.8% | | NB |
| | | SA | | Conversion of a Civil Partnership into Marriage | 10/12/2015 | £45.00 | 10/12/2015 | £45.00 | 0.0% | | NB |
| | | SA | | Two stage procedure on other premises - completing the declaration | 10/12/2015 | £27.00 | 10/12/2015 | £27.00 | 0.0% | | NB |
| | | SA | | Two stage procedure on other premises -signing the declaration in a religious registered for marriage of same sex couples | 10/12/2015 | £91.00 | 10/12/2015 | £91.00 | 0.0% | | NB |
| | | D | | Non Refundable Booking Fee for all non statutory civil ceremonies | | | 01/04/2018 | £100.00 | 100.0% | | SR |
| | | | To raise revenue to cover the costs of the Registration Service | Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices | | | | | | | |
| | | | | Monday - Friday | 01/04/2017 | £265.00 | 01/04/2018 | £275.00 | 3.8% | | SR |
| | | | | Saturday | 01/04/2017 | £285.00 | 01/04/2018 | £295.00 | 3.5% | | SR |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £345.00 | 01/04/2018 | £355.00 | 2.9% | | SR |
| | | | | Individual Citizenship Ceremonies | 01/04/2017 | £220.00 | 01/04/2018 | £225.00 | 2.3% | | SR |
| | | | To raise revenue to cover the costs of the Registration Service | Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues | | | | | | | |
| | | | | Monday - Friday | 01/04/2017 | £265.00 | 01/04/2018 | £300.00 | 13.2% | | SR |
| | | | | Saturday | 01/04/2017 | £285.00 | 01/04/2018 | £350.00 | 22.8% | | SR |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £345.00 | 01/04/2018 | £365.00 | 5.8% | | SR |
| | | | | Individual Citizenship Ceremonies | 01/04/2017 | £280.00 | 01/04/2018 | £285.00 | 1.8% | | SR |
| | | | To raise revenue to cover the costs of the Registration Service | Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council | | | | | | | |
| | | | | Monday - Sunday/BH | 01/04/2017 | £570.00 | 01/04/2018 | £575.00 | 0.9% | | SR |
| | | | | Saturday | 01/04/2017 | £570.00 | 01/04/2018 | £575.00 | 0.9% | | SR |
| | | | | Sunday & Bank Holiday | 01/04/2017 | £200.00 | 01/04/2017 | £575.00 | 187.5% | | SR |
| | | SA | | Group Citizenship Ceremony at County Hall | 01/04/2017 | £80.00 | 01/04/2018 | £80.00 | 0.0% | | NB |
| | | | | Your day your way ceremony | 01/04/2017 | £650.00 | 01/04/2018 | £660.00 | 1.5% | £275 (NB) £385 (SR) | NB/SR |
| | | D | | Ceremony Amendment Fee | 01/04/2017 | £30.00 | | £50.00 | 66.7% | | SR |

| Legal Position on charging | | VAT Class | |
|----------------------------|-----------------------------|-----------|--------------------------------|
| SP | Statutory Prohibited | SR | Standard Rate (20% 4 Jan 2011) |
| SA | Statutory Arrangements | ZR | Zero Rated |
| D | Discretionary (LG Act 2003) | NB | Non Business |
| | | EX | Exempt |

15. Resources - Legal Services & Governance - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|----------------|---------------------------------|----------------------------|--------------------------------|---|----------------|---------|----------------|---------------|-------------------------------|---|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| CEO4 CEO4-1 | Law & Culture Legal Services | | | | | | | | | | |
| | | SA & D | Recovery of full cost | Sec106 and other legal charges (OUTS) | 1st April 2017 | £190.00 | 1st April 2017 | £190.00 | 0.0% | If we increased our S106 / OUTS rate (currently £190) by 3% it would increase it to £195.70. This is considerably above the national average (£134) and would be highest in country as far as we can tell on the benchmarking figures. We would like to minimise challenges to our rate and would prefer to keep as is to do that. (We are second highest in the UK at the moment.) | SR |
| | | D | Recovery of full cost | Internal charge | 1st April 2017 | £86.50 | 1st April 2018 | £90.00 | 4.0% | If we increased our internal hourly rate by 3% it would go to £90 ph. This would increase our internal income but would be borne by the Directorates. | SR |
| | | D | Recovery of full cost | Legal Hub (OUTS) | 1st April 2017 | £85.00 | 1st April 2017 | £85.00 | 0.0% | Externally set in agreement with the other District Councils £85. | SR |
| | | D | | West Berks/Probation, Thames, Henley TC | 1st April 2017 | £95.00 | 1st April 2017 | £95.00 | 0.0% | If we increase our rate by 3% it would increase to £97.85. However, the work we do is minimal so is unlikely to increase our income by more than £1000. | SR |
| | | D | | Academies - Hourly Rate | 1st April 2017 | £150.00 | 1st April 2017 | £150.00 | 0.0% | If we increase our rate by 3% it would increase to £154.50. Instead, preference would be increase demand through marketing our services further. We have not currently marketed our services to all academies – so I would like to keep it at the best possible rate in order to generate the maximum amount of income. | |

15. Resources - Legal Services & Governance - Review of Charges 2018/19

| Ref. | Service Area | Legal position on charging | Charging Objectives of Service | Type of charge | 2017/18 | | 2018/19 | | % increase in fees or charges | Additional information and/or Reason for Change | VAT Class |
|----------|--------------------------------|----------------------------|--------------------------------|--|----------------|-------------------|----------------|---------------|-------------------------------|--|-----------|
| | | | | | Effective Date | Rate | Effective Date | Proposed Rate | | | |
| Page 123 | Legal Services (continued) | D | | Schools | 1st April 2017 | £86.50 | 1st April 2018 | £90.00 | 4.0% | We currently charge schools at our internal rate. We could increase this in line with our other 'partner' rates to £90 to generate more income. But it is unlikely to be more £2000 per annum. | |
| | | D | | Town Councils | 1st April 2017 | £95.00 | 1st April 2017 | £95.00 | 0.0% | If we increase our rate #by 3% it would increase to £97.85. The work we do is minimal so is unlikely to increase our income by more than £1000. | |
| | Democratic Services | | | | | | | | | | |
| | Education appeals (Admissions) | D | Recovery of full cost | Work for outside bodies (Academies) | | | | | | 'These costs are not cumulative. The Listed cost includes the lodged cost and the appeal meeting cost includes the cost for lodged and listed. | |
| | | | | Lodged | 01/04/2015 | £20.00 | 1st April 2018 | £20.00 | 0.0% | 'Remain as is - already front loads cost for this initial stage and no justification for any increase. | SR |
| | | | | Lodged and Listed | 01/04/2017 | £99.00 | 1st April 2018 | £99.00 | 0.0% | The costs fall more heavily in the earlier stages and the suggested increase more than represents the work undertaken. | SR |
| | | | | Full service including clerking | 01/04/2017 | £213.00 | 1st April 2018 | £218.00 | 2.3% | | SR |
| | | | | For first appeal of each day per school | 01/04/2017 | £180.00 | 1st April 2018 | £184.00 | 2.2% | | SR |
| | Education appeals (Exclusions) | D | Recovery of full cost | Work for outside bodies (Academies) | 01/04/2017 | £1,190.00 | 1st April 2018 | £1,214.00 | 2.0% | | SR |
| | | | | For each exclusion (up to 25 hours work) | 01/04/2017 | £37.00 | 1st April 2018 | £38.00 | 2.7% | | SR |
| | | | | Rate per hour if it takes more than 25 hours | | | | | | | |
| | | | | Total Income CEO4-1 | | £17,564.00 | | | | | |

Legal Position on charging

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

VAT Class

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

This page is intentionally left blank

Service and Resource Planning 2018/19- 2021/22
Cross-cutting Service and Community Impact Assessment - November 2017

| |
|--|
| Introduction and approach to budget setting |
|--|

At the start of the budget-setting process this year, Oxfordshire County Council is in a much better financial position than many other councils in England. Despite ongoing financial pressures, we are now in a place where it is achievable that our financial strategy can be centred on investing rather making net reductions from 2020/21.

This position is a result of our forward-looking answer to the challenges facing local government at the moment. We have recognised that in changing circumstances, Oxfordshire County Council must also change the way it works to enable it to continue the essential work we do for the residents of Oxfordshire. We have created plans to adapt for the future, which involve projects to transform ourselves as an organisation, as well as working to positively shape our delivery of services and the environment in which we work.

One of the main aims of our future strategy is to manage down the current levels of rising-demand for adult and children's social care through careful evaluation of needs, early intervention and by working effectively with our partners and with communities. In this process, we will be able to reduce and redirect unsuitable use of our services to enable us to prioritise resources to support those who really need it.

Another major element of our long-term plan is to transform how we work, to deliver £15m worth of savings. Our Fit for the Future programme has already identified ways we can become more efficient as an organisation through streams including improving customer experience, collaborative working, business intelligence, taking a whole-place approach and making services digital-by-design. In the second phase of the programme consultants from PwC are working with staff and the council's leadership team to create an operational framework which will be a roadmap for how transformation work progresses.

These changes do take time and in past years we also had to make some immediate savings to balance the budget and cope with increasing demand on services and reductions in the funding available from government. Some tough decisions have had to be made in previous years about changes to our services but this has now set us in a positive position for the future.

In setting our budget for this year we have, as much as possible, avoided making budget changes which impact on services. Our medium-term financial plan describes the planned budget changes over the next four years, from 2018/19 to 2021/22. The current medium-term financial plan takes a holistic approach to create financial breathing space over the 2018/19 and 2019/20 financial years while giving us time to drive forward the actions outlined above which will reduced demand.

Most of the new planned savings this year are therefore focused on using our reserves and on income generation plans, such as charging other organisations for

services provided by the council. These savings will allow us to balance our budget in the short-term without having a negative impact on services.

Since we do have to set a balanced budget, it is also necessary to make some changes to services. In doing this, there has been careful consideration about which services will deliver these efficiencies. It is judged that the proposals outlined in the report on Service and Resource planning are those which have least negative impact on people with protected characteristics and in many areas, targeting support will benefit these groups.

Purpose of assessment

This report highlights the potential cumulative impact on protected groups and communities arising from the proposals for savings that will be considered by Council in February 2018.

In addition to this overarching report, impact assessments for individual proposals have been developed- assessing the potential impact on protected groups and communities from a particular saving. These individual impact assessments and the overarching report will be published on Council's website as part of budget-setting process.

A number of individual proposals are at an early stage, and more detailed impact assessments will be produced after the budget is agreed and as services develop plans for implementation. Similarly, impact assessment documents from previous years, or for policy proposals falling outside the annual budget cycle, will be updated where necessary as proposals develop. Comments on draft and initial assessments are therefore welcome and help to ensure we have fully considered the impact of decisions on communities and service users. Where potential negative impacts are identified for particular groups we will consult where appropriate to fully understand this, and/or will communicate directly with the people affected.

Legislation

Section 149 of the Equalities Act 2010 ("the 2010 Act") imposes a duty on the Council to give due regard to three needs in exercising its functions. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs of other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person's disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

One way in which the Council can show that it has had due regard to the statutory needs is by assessing the impact of proposed budget and services changes on service users and Council-paid staff, particularly in relation to people with a "protected characteristic". These protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

In addition to the characteristics above, the Council also considers the effect of the proposals on those in particular geographies (in particular rural and urban areas) and on deprivation.

Social Value

Under the Public Services (Social Value Act) 2012 the Council also has an obligation to consider how the procurement of services contracts with a life value of more than £589,148¹ might improve the economic, social, and environmental well-being of the area affected by the proposed contract, and how it might act to secure this improvement. However, it is best practice to consider social value for all types of contracts, service delivery decisions and new/updated policies. In this context, 'policy' is a general term that could include a strategy, project or contract.

¹ [EC Procurement Threshold for Services](#)

While the Social Value Act does not have direct relevance for the majority of the proposals under consideration, the Council is committed to the principles within it. When making decisions around contracting we consider how our commissioning activity might improve the economic, social, and environmental well-being of the relevant area.

Evidence/ Intelligence

The council holds and uses a significant amount of information about the residents of Oxfordshire, in order to understand their needs and plan services accordingly. A key summary of this evidence is the Joint Strategic Needs Assessment which is an annual report providing data about Oxfordshire's population and the factors affecting health, wellbeing, and social care needs. This is available online² at the Oxfordshire Insight website.

There is also regular consultation and engagement work with residents which helps us to understand their priorities and experiences. We organise regular resident's surveys, and a citizen's panel called Oxfordshire Voice. We have information about the impact of proposed changes to social care through our developing approach to coproduction of services, the annual social care service user survey and the Carers' Survey which happens every two years.

Overarching Impact Assessment

Age and disability

Oxfordshire has a large number of older residents and people aged 50 and over made up 35% of Oxfordshire's population as of mid-2015 (the latest information available). Older people are the main users of both short-term and long-term care services. The highest disability rates are also found in older people and particularly frequent types of disability in this age group are physical impairment and mobility issues.

Changes to the charging policy for adult social care would therefore have a greater impact on older people than other age groups, although the policy will be applied equally to everyone needing adult social care. There will be a full public consultation on any proposed changes to ensure the impact on individuals is fully identified and considered before any changes are made. The risk of negative impacts for this group will be mitigated further by plans for the council to directly contact those who are likely to be negatively affected by any proposals, to provide information and alternative options for their care, as well as offering a full reassessment of their finances.

People with disabilities will be impacted by the project to move adults with learning disabilities to in-county supported living placements. This is expected to have a positive impact on most people because living within the community will be

² <http://insight.oxfordshire.gov.uk>

beneficial. However, there is a risk that some moves may be unsuccessful and this might be disruptive to some people. To minimise the risk of negative outcomes, a dedicated commissioned service will oversee the transitions and will consider whether moving is in each individual's best interests. They will also continue to provide support after the move and will work to solve any problems that arise.

Children and young people are also a group who should be considered separately and people aged under 18 made up 21% of Oxfordshire's population as of mid-2015. Children will particularly be affected by changes to children's social care, including the plans to reduce the number of children entering and staying in care through demand management. However, this is expected to have a positive impact on children as focusing on early intervention will mean that more individuals are able to have other, more positive outcomes, whilst continuing to ensure that support is available to those who need it.

Those children with disabilities will also be affected by the proposed review of Home to School transport for children with special educational needs. Much of the impact will be positive as many children will be able to be more independent. Steps will be taken to avoid any negative impacts by working with children and their families on a case-by-case basis to ensure that each child has a transport plan which is suitable for their individual needs and they are supported to the necessary extent.

Race

Race is a protected characteristic and the Equalities Act also includes ethnic or national origins, colour or nationality when describing this characteristic. Oxfordshire is made up of a range of different people and in the latest census there was a total of 107,000 residents from an ethnic minority background (other than white British) in 2011, equivalent to 16% of the population

People from a different national origin may be disproportionately affected by changes to policies, such as the Adult Social Care charging policy, if they speak no or little English and can't understand the changes. At the time of the Census 2011 survey there was a total of 5,500 people in Oxfordshire who could not speak English or speak English well. However, in line with council policy, all publications will be made available in alternative languages where requested and interpreters will be used to communicate with people as necessary.

Sex

Women may be affected more by changes in adult social care because in older age groups there are more women than men. More care is provided by women than by men in Oxfordshire meaning that women will be more greatly affected by changes to SEN transport and to children's services. This means that the cumulative impact of budget changes may be greater for women. However, as set out above, care will be taken to communicate fully with anyone likely to be impacted by proposed changes, to fully understand the potential impact and to mitigate as far as possible.

Just under 70% of the council's workforce is female with even higher proportion of female employees in some service areas such as children's services where over 85% of staff are female. This means that more women might be affected by changes which affect staff members, including restructuring of teams in the council and changes to the ways people work through our transformation programme. Full consideration of this, and any other potential implications, will be built into the project planning and consultation on any proposed changes.

The council operates an Equalities Policy and will carefully monitor impact of changes, ensuring employment policies relating to equality are understood and applied fairly. The Council annually publishes a review of its progress in promoting equality of opportunity within the workforce and will be able to continue to assess the impact on different groups.

Rural and urban communities

As at mid-2015, a third of the total population of Oxfordshire lived in areas defined as "rural" by the Office for National Statistics. Changes to Home to School transport for Children with SEN could have a greater impact on rural communities as there are more limited transport options available to these. This is unlikely to be significant as the project aims to find the best travel plan for each child on a case-by-case basis and will consider the local transport options for their situation.

Deprivation

Despite the relative affluence of Oxfordshire, income deprivation is an issue in urban and rural areas, affecting 14,000 children and 13,500 older people. Deprived communities and individuals often need use services more so are more likely to be more affected by demand management work in children's social care. However, in this work there will be careful consideration of safeguarding implications to ensure that vulnerable children continue to be protected and that all children are equally supported according to their need.

Other protected characteristics

At this stage we have not identified any specific impacts of our proposals on people sharing the protected characteristics listed below, beyond those issues discussed above:

- Gender reassignment
- Religion or belief
- Pregnancy and maternity
- Marriage and civil partnership
- Sexual orientation

Service and Community Impact Assessment (SCIA)

Front Sheet:

Directorate and Service Area:

Joint Commissioning, People

What is being assessed (e.g. name of policy, procedure, project, service or proposed service change):

A project to move adults with learning disabilities and/or autism from residential care placements outside Oxfordshire to supported living placements in Oxfordshire.

Responsible owner / senior officer:

Natalia Lachkou, Joint Commissioning Team

Date of assessment:

November 2017

Summary of judgement:

The Council places 185 people with learning disabilities and/or autism in high cost out-of-county residential placements across 51 local authorities. The project aims to move approximately 76 people with learning disabilities from high cost, out-of-county placements to supported living within the county.

This would include moving people out of care homes and hospitals who have needs which can be met in the community and young people who are transitioning from out-of-county Special Educational Needs placements to supported living locally. The project would also provide a local offer within Oxfordshire and stem the flow of individuals who would otherwise be placed out-of-county. The lives of individuals could be significantly improved by moving into supported living and being in a community setting.

The project is based on performance based outcomes for Service Users to successfully move into stable supported living accommodation, and to sustain living in the accommodation. A further outcome is for the individuals to achieve progressive and sustained improvements in their quality of life and ability to live more independently. These will be measured through performance monitoring within the contract.

The individuals of the cohort will be assessed and then, if it is appropriate for them to be offered a move to supported living within the county, them and their families will be given a choice. This will be completed with tailored support so that the individual and their families are equipped to make a fully informed decision.

The individuals may have problems adjusting and therefore sustaining their new accommodation. Appropriate support will be given to help the individuals to adapt to the change. The accommodation will be sourced with careful consideration given to the individual's needs including assistive technology and other equipment where required. There will be contingencies in place in case of breakdown of placements.

There is a risk that the provider will struggle to find accommodation that meets the needs of each individual service user. The provider will work with housing providers to acquire suitable properties giving careful consideration to the needs of the individuals. The size of the project is manageable in terms of the amount of housing required.

Detail of Assessment:

Purpose of assessment:

This assessment has been conducted to consider the impact of a project to move adults with learning disabilities from long-term residential care placements outside Oxfordshire to supported living placements in Oxfordshire.

This assessment fulfils the Council's requirements under Section 149 of the Equality Act 2010 as set out below.

Section 149 of the Equalities Act 2010 ("the 2010 Act") imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person's disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Social Value

Under the Public Services (Social Value Act) 2012 the Council also has an obligation to consider how the procurement of services contracts with a life value of more than £589,148¹ might improve the economic, social, and environmental well-being of the area affected by the proposed contract, and how it might act to secure this improvement. However, it is best practice to consider social value for all types of contracts, service delivery decisions and new/updated policies. In this context, 'policy' is a general term that could include a strategy, project or contract.

The delivery of this project will improve the lives of vulnerable people who have been moved away from Oxfordshire. Enabling vulnerable people to become more independent in a supported living environment will enhance their lives and contribute to achieving the social objectives of the Council.

Context / Background:

The Council places 185 people with learning disabilities and/or autism in high cost out-of-county residential placements across 51 local authorities. Each year about 11 young people with learning disabilities who transition to adult services are placed in

¹ [EC Procurement Threshold for Services](#)

out-of-county residential placements, because there is nowhere for them to go in Oxfordshire. There are also a small group of people with learning disabilities who are living in hospital and need to move to a community setting.

The Council has been very successful over the years in significantly reducing the number of people with learning disabilities who are living in care homes within Oxfordshire, by providing ordinary housing in supported living accommodation as an alternative. This has meant that people are living ordinary lives in an independent setting. However, the Council still places a significant number of people with learning disabilities in high cost out-of-county care home placements, many of whom could move back to supported living in Oxfordshire.

The strategic context for this programme is the government's Transforming Care policy, which aims to move people with learning disabilities out of institutional care and provide more appropriate community services. This philosophy is reflected in two local strategic documents: the Big Plan which is Oxfordshire's joint-commissioning Learning Disability Strategy for 2015-2018 and the Oxfordshire Transforming Care Plan 2016-2019.

Both plans include an objective to enable people with learning disabilities to make choices about where they want to live and support them, and their families, with making and implementing their decision. In addition, the Transforming Care plan contains a renewed commitment from health and social care commissioners to develop more local services and to grow community and sector capacity to support people with disabilities who display behaviours that challenge services and systems.

This innovative project will build on Oxfordshire's long standing success in developing sustainable supported living solutions for people with low to medium care needs, by applying this knowledge and latest NHSE guidance to develop local solutions for people with high care needs, who are the focus of system improvements locally and nationally.

Proposals:

The programme set out in this impact assessment aims to address the needs of the adults in Oxfordshire with learning disabilities and/or autism by achieving the following:

- Move people in high cost out-of-county residential care placements to supported living within the county;
- Move people out of specialist hospital who have needs that can be met in the community;
- Stem the flow of some of those who would otherwise be placed in out-of-county placements;
- Improve the quality of lives of the individuals who move into supported living closer to their families;
- Deliver significant savings to the Council.

The cohort for the programme will be based on a subset of the total population of out-of-county placements, as it is not possible or reasonable to move all of those from out-of-county placements. This is because some individuals are settled in their current homes and it would not be in their best interests to move.

The proposed cohort will comprise 76 individuals as follows:

- 61 currently living in out-of-county care homes;
- 6 referrals of those living in hospital;
- 9 new cases (coming through from Children's services)

It is anticipated that about 75% of this cohort will make a move to supported living (57 individuals). It is possible that a higher scenario of up to 76 individuals could be achieved, although this is unlikely. This is because the assessment of some of the individuals may find that it is not in their best interests to move and some that move may not sustain their accommodation and may have to return to an out-of-county placement.

The Commissioned Service will be responsible for moving individuals from an institutionalised setting to in-county supported living. The Council will separately commission Business as Usual services through a new framework agreement to meet the needs of individuals who have moved into the supported living accommodation.

The Commissioned Service will need to work in partnership with a Housing Provider/s. The role of the Housing Provider will be to source accommodation for individuals, and groups of individuals, based on the assessment of housing needs carried out by the Commissioned Service.

Evidence / Intelligence:

The proposals were developed over several months following engagement with key stakeholders, including Oxfordshire County Council, Oxfordshire Clinical Commissioning Group, supported living providers, representatives from family carers' and self-advocacy organisations, health and social care professionals and others.

Oxfordshire has a long-standing success in developing sustainable supported living solutions for people with low to medium care needs and this project will build on this success by applying this knowledge and the latest NHSE guidance to develop local solutions for people with high care needs.

Alternatives considered / rejected:

Initially the following options were explored:

- Do nothing;
- Commission a service funded by a Social Impact Bond;
- Commissioned a service fully funded by the council

A Social Impact Bond is a commercial product, which involves the upfront costs of a service being met by social investors, with commissioners making payments on the achievement of outcomes.

Doing nothing is not considered to be as an option as the Council is required to review the needs of each service user as part of the Transforming Care programme, with many individuals wishing to and expected to return to the county.

Initially the Social Impact Bond was selected as the preferred option. After discussions with the appointed social investor it became apparent that they wanted to reduce the number of anticipated outcomes for the programme, so that fewer individuals made the move to supported living.

The preferred option is now for a Commissioned Service where the Council steps into the investor role. This allows the number of anticipated individuals moving to supported living to remain as high as possible.

Impact Assessment:

We assess the impact of decisions on any relevant community, but with particular emphasis on:

- Groups that share the nine protected characteristics
 - age
 - disability
 - gender reassignment
 - pregnancy and maternity
 - race – this includes ethnic or national origins, colour or nationality
 - religion or belief – this includes lack of belief
 - sex
 - sexual orientation
 - marriage and civil partnership
- Rural communities
- Areas of deprivation

We also assess the impact on:

- Staff
- Other council services
- Other providers of council services
- Any other element which is relevant to the policy or proposed service change
- How it might improve the economic, social, and environmental of the area affected by the contract **if** the Public Services (Social Value) Act 2012 applies

Impact on Individuals and Communities:

Summary of proposed changes and impact

Cohort of individuals

The individuals in the cohort all have learning disabilities and/or autism and are living outside of Oxfordshire. Most the individuals are currently living in care homes and a small number are living in hospital. There are some young people who will be transitioning from Special Educational Needs placements.

Further information about the cohort is found in the table below:

| Needs | % |
|------------------|-----|
| PBS/Autism | 77% |
| Sensory/Epilepsy | 4% |
| PMLD | 2% |
| MH/Forensic | 10% |
| Physical/Health | 8% |
| Age Ranges | % |
| 18-24 | 25% |
| 25-34 | 36% |
| 35-45 | 12% |
| 45+ | 26% |
| Gender | % |
| Male | 69% |
| Women | 31% |

The project will enable people to make a choice about where they want to live, and support them, and their families, with making and implementing their decision. It is considered that it will be a positive impact to be able to return to Oxfordshire for both the individuals and any family.

| Disability | |
|---|---|
| Risks | Mitigations |
| There is a risk that the Service User and/or the Service Users family may not want the Service User to move from their current accommodation. | Moves are not compulsory. Assessments will be carried out with each individual. Following assessment, it may be clear that it is not in the individual's best interests to move from their current accommodation and therefore the individual will not move. If, following assessment, a move is recommended and the individual, or family, does not want them to move from their current accommodation, they will be provided with options and supported to make informed choices. Individuals, and their families, will be given the opportunity of an introductory |

| | |
|--|---|
| | visit to view any accommodation identified to discuss his or her individual requirements and help to alleviate any anxieties. |
| There is a risk that the Service Provider will struggle to find accommodation that meets the needs of each individual Service User. | The Service Provider will work with housing providers to acquire suitable properties giving careful consideration to the needs of the individuals including whether this should be self-contained or shared accommodation. Individuals will not be moved until a suitable property has been sourced for them. The size of the project is manageable in terms of the amount of housing required. |
| Many of the individuals have behaviour that challenges. There is a risk that any changes to their environment could have an impact on their behaviour. | The accommodation will be sourced with careful consideration given to the individual's needs including the outside and inside environment and sensitivities to stress. |
| There is a risk that the placement into a supported living scheme may break down for a short period. | Depending on the reasons for the breakdown of the placement, an alternative placement could be sourced for a short period until the individual is able to return to the supported living accommodation. There will be contingency plans in place in case of breakdown of placements. |
| There is a risk that the Service User may become unwell and have to be admitted to hospital for assessment and treatment. | If this is on a short-term basis, the individual should be able to return to the supported living accommodation. If this is for a longer period, professionals will consult with family etc. about the future of the placement and have a contingency plan. |

| Age | |
|---|---|
| Risks | Mitigations |
| There is a risk that the Service User may have other needs due to age which may have an impact on the type of accommodation required. | Assessments will be carried out with each individual. The accommodation will be sourced with careful consideration given to the individual's needs including assistive technology and other equipment where required. |
| There is a risk that younger people may require more support due to the transition from Special Educational Needs placements to supported living. | Ongoing tailored support will be given based on individually assessed needs. |

| Rural communities | |
|--|--|
| Risks | Mitigations |
| There is a risk that the Service User will be placed in a rural area due to the environment required and therefore may need more support to access local services. | Assessments will be carried out with each individual. The accommodation will be sourced with careful consideration given to the individual's needs including the external environment for example, not near busy roads etc. Ongoing support will be provided to enable individuals to access local services where appropriate. |

Impact on Staff:

There is no impact on OCC staff relating to loss or transfer of jobs, as the current care staff are employed by commissioned external providers out-of-county.

| Risks | Mitigations |
|--------------|--------------------|
| N/A | N/A |
| | |

Impact on other Council services:

| Risks | Mitigations |
|--|---|
| There is low unemployment in Oxfordshire and therefore care jobs are hard to recruit for. There may be a risk of staff leaving one care provider for another with the introduction of this new support opportunity in Oxfordshire. | All Providers are supported by the Council around recruitment and retention of care staff including free training. The contract will be monitored to ensure that there are safe levels of staffing in the service. The Council has started a sector-wide recruitment campaign with key Oxfordshire health and social care employers to increase the number of people entering into local care jobs. |
| There may be competition for sourcing properties depending on which other services are looking for accommodation. | Providers will be looking for a range of accommodation types which meet the specific needs of different individuals which may have an impact on the competition. There is support available from specialist housing staff in the Council. Several care providers work with a preferred housing partner to develop supported living services in Oxfordshire. |

Impact on providers:

There are a number of opportunities for collaboration amongst providers including:

- Establishing a consortium of providers to bring together different specialist expertise required;
- Entering into partnership arrangements with housing providers.

| Risks | Mitigations |
|--|--|
| As the service will be commissioned without a payment-by-results element, there may not be the same drive to achieve performance as the Council will pay for the service irrespective of whether or not the outcomes are achieved. | The Council will monitor the performance of the provider on a regular basis. If the provider is not performing there will be the option to terminate the contract. |
| The government has proposed changes to housing benefit which may impact on the supply of supported living and may discourage providers from becoming involved in the project. | There is currently a consultation running by DCLG on the proposals, the outcome of which will not be clear until after January 2018. |

Social Value

How might the proposal improve the economic well-being of the relevant area?

It is estimated that the Commissioned Service option will generate about 17 jobs and the Business-As-Usual service will generate another 100 jobs.

Service users will be integrated into local communities and will use local community services and facilities, thereby generating economic activity.

How might the proposal improve the environmental well-being of the relevant area?

Service users will be situated in local communities and will be able to use local resources, avoiding excessive travel.

Action plan:

| Action | By When | Person responsible |
|---|----------|--------------------|
| All mitigating actions referred to in this SCIA are | On-going | Natalia Lachkou |

| | | |
|--|--|--|
| taken from the current project plan. This plan is being reviewed and developed by the project group which meets monthly. | | |
| | | |

Monitoring and review:

Continue to review SCIA at key stages of the project:

- **Dialogue with providers – January 2018**
- **Publication of the tender – early Spring 2018**
- **Throughout tender evaluation and contract award – late Spring 2018**

Person responsible for assessment:

| Version | Date | Notes (e.g. Initial draft, amended following consultation) |
|---------|---------------|---|
| v1 | November 2017 | |
| | | |
| | | |

This page is intentionally left blank

Service and Community Impact Assessment (SCIA)

Front Sheet:

Directorate and Service Area:

Adult Social Care

What is being assessed (e.g. name of policy, procedure, project, service or proposed service change):

Contributions Policy for Adult Social Care

Responsible owner / senior officer: Ben Threadgold**Date of assessment:** November 2017**Summary of judgement:**

This assessment considers the potential impact of changes to the Adult Social Care Contributions Policy on individuals, communities, staff, other council services and providers.

The Adult Social Care Contributions Policy was introduced in January 2014 and was last revised in July 2016. It outlines how the council ensures a fair approach in assessing the contributions made by individuals towards the social care services they receive.

Following the introduction of a new Adult Social Care finance system, and in considering ongoing practice from implementing the existing contributions policy, the council is proposing to review the Contributions Policy with a view to ensuring equity and sustainability whilst also maximising cost efficiencies. The review will also seek to identify any inconsistencies in current policy. It will be completed in line with the legislation set out in the Care Act (2014).

The review will focus on areas that the Care Act allows discretion for Councils. It will therefore particularly consider current policy in relation to disability related expenditure, arrangement fees, 12 week property disregards, couples, full cost recovery of home care costs, and non-statutory services.

On the assumption that changes in the existing policy will be identified, it is likely that if implemented these are likely to have both positive and negative impacts.

Potentially positive impacts could include; some people seeing a reduction in their contribution, the policy being more equitable, it addresses any inconsistencies in approach. Any changes increasing the councils income, or reducing its expenditure, would help to sustain Adult Social Care.

Potential negative impacts could include; some people seeing an increase in their assessed contribution and in some cases may be impacted by more than one change in policy, causing a cumulative increase in contribution. However, in line with national guidance, no service users would be left with income below the minimum income guarantee required to meet their living costs and care needs.

Anyone identified as potentially negatively affected by proposed changes in policy would be contacted by the council's Financial Assessment Team to offer the person a full reassessment of their finances. If appropriate the council would also review the person's care package to explore alternative ways of meeting their needs.

Any changes in policy would have the potential to impact on staff, other services and providers. In particular, these would be associated with awareness of the consultation period and implementation of the new policy if any changes are agreed. However, these are likely to be less significant and could be mitigated through consultation, engagement and implementation plans.

Once any changes to policy are identified, the council will implement a full public consultation as well as engagement and implementation plans to ensure the full impact of these changes are assessed. This assessment will be reviewed as policy changes are identified and agreed, following the consultation period to ensure the consideration of potential impacts remains accurate, and to reflect any new impact identified or changes in policy.

Detail of Assessment:

Purpose of assessment:

The purpose of this assessment is to consider the impact of the proposed revisions to the Adult Social Care Contributions Policy, which includes changes to current policy that will affect people using services, providers and council services / staff.

This assessment also fulfils the Council's requirements under Section 149 of the Equalities Act 2010, as set out below.

Section 149 of the Equalities Act 2010 ("the 2010 Act") imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- o Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- o Advance equality of opportunity between people who share a protected characteristic and those who do not.
- o Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person's disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Context / Background:

The Adult Social Care Contributions Policy was introduced in January 2014 and was last revised in July 2016. The policy outlines how the council ensures a fair approach in assessing the contributions made by individuals towards the social care services they receive.

Following the introduction of a new Adult Social Care finance system, and in considering ongoing practice from implementing the existing contributions policy, the council is proposing to review the Contributions Policy with a view to ensuring equity and sustainability whilst also maximising cost efficiencies. The review will also seek to identify any inconsistencies in current policy. It will be completed in line with the legislation set out in the Care Act (2014).

On the assumption that changes in the existing policy will be identified, it is likely that if implemented these are likely to have both positive and negative impacts

Proposals:

The council is proposing to review the existing contributions policy, with a particular focus on areas that the Care Act 2014 allows discretion for councils. These include the following areas:

Disability Related Expenditure

Disability Related Expenditure is any additional living costs a person incurs due to their age or disability. This forms part of the overall financial assessment which determines how much a person can afford to contribute towards their care costs.

Currently the council completes an individual Disability Related Expenditure assessment for every person and makes an allowance for this cost regardless of whether a person is claiming disability benefits or not.

Arrangement Fees

Legislation introduced in the Care Act 2014 enables the council to charge an arrangement fee for people with eligible needs, who have financial assets above £23,250 and ask the council to arrange their care. The arrangement fee takes into account the cost of negotiating and/or managing the contract with a provider and covers any administration costs incurred. The council cannot charge for carrying out assessments, preparing support plans and reviews of support. Arrangement fees cannot be applied to residential care.

The council currently charges two levels of arrangement fee depending on the level of its involvement. These are both one off fees.

Level 1 - £150 - Where the council sources the care but the person enters in to a private arrangement with the care provider.

Level 2 - £500 - Where the council sources the care and manages the ongoing provision of care and support

12 Week Property Disregards

The 12 Week Property Disregard is based on national legislation and means that when a person first enters a care home, the value of their property is not taken into account during this initial twelve week period. The aim of the disregard is to give people moving into a care home time to decide what they want to do with their property.

Under the current policy the council offers a 12 Week Property Disregard to everyone, including self-funders who have placed themselves in a care home a number of years previously and who have already had time to consider what they wish to do with their property.

Couples

The council currently offers people living with a partner in their own homes the option of receiving both a single and joint financial assessment. It then uses the assessment with the lowest contribution to the benefit of the person being assessed.

Full Cost Recovery

When recharging the cost of home care the council currently uses an average hourly rate of £19.40 per hour. Often this does not reflect the actual amount the council is charged by care providers, which means in some cases the council is partially subsidising the cost of care, where in other cases people are paying more for their care than the true cost.

Non-statutory services

The council currently commissions a number of non-statutory services which can be used to meet a person's eligible needs, examples include:

- Telecare
- Laundry
- Blitz Cleans

These can currently be accessed by people who have eligible care and support needs, as well as people who don't, and are not directly linked to care and support plans or necessarily considered as part of financial assessments.

Evidence / Intelligence:

The review of the contributions policy will be based on an analysis of current practice within Oxfordshire County Council. The council will also consider the policies used by other local authorities, the National Association of Financial Assessment Officers and in conjunction with the guidance set out in the Care Act. It will also analyse data and information about existing users of adult social care to help understand potential impact of any proposed changes, and to help shape proposals.

The Contributions Policy will be subject to public and stakeholder consultation and the outcome of this will inform further development of the policy. The consultation will include online consultation and stakeholder engagement through numerous forums and existing workshops / meetings / events. There will also be targeted communications to those people identified as most likely to be impacted by the proposed changes.

Alternatives considered / rejected:

Feedback from staff indicates that some areas of the Contributions Policy aren't clear and there have been inconsistencies in its application and interpretation as a result.

In some cases the council's policy is more generous than is required under the Care Act and there is a monetary cost in taking this approach. In order to ensure the sustainability of Adult Social Care in Oxfordshire the council can no longer absorb the monetary cost of a policy that is more generous than is required under current legislation. It is for this reason that doing nothing is not an option.

Impact Assessment:

Impact on Individuals and Communities:

Any proposed changes in policy will be applied to everyone needing adult social care, regardless of their age, gender reassignment, pregnancy and maternity, race (including ethnic or national origins, colour or nationality), religion or belief (including lack of belief), sex, sexual orientation, marriage and civil partnership. However, it is more likely to affect older people and people with disabilities due to the nature of people who need social care.

Whilst amendments to the policy are therefore unlikely to affect any one group in particular, it is likely that some people would see a change in the amount they are assessed to contribute towards their care, with some paying more, some paying less and with no change for others.

Department of Health guidance states that contributions to care costs should not reduce a person's net income below levels of income equal to basic levels of Income Support or the Guarantee Credit of Pension Credit plus 25%. This means that people on low incomes and from areas of deprivation are likely to contribute less towards the cost of their care. Any amendments to the contributions policy would in line with this approach and would ensure that people are always left with a minimum level of income before they are expected to contribute towards their care.

The council will write to anyone affected by proposed changes in policy and offer the person a reassessment of their finances to ensure it captures the most up to date information. It will ensure that the person is not left with less than the minimum income stipulated in the Care Act. Where appropriate it will review the person's care package to look at the alternative ways of meeting the person's needs.

| Risks | Mitigations |
|---|---|
| <u>General</u> People using services are not aware of the consultation or able to contribute to it. | There will be a communication and engagement plan as part of the consultation. This will include a variety of options for people to contribute including engagement with support agencies as well as the online consultation. |

| | |
|--|--|
| | |
|--|--|

Impact on Staff:

There is likely to be an initial increase in workload for staff in the Financial Assessment Team in dealing with the financial reassessments and the queries resulting from any changes in policy. This could in turn impact on the team's day to day workload. An implementation plan will be put in place to ensure the team is sufficiently resourced to cope with the increase in workload during this period.

There is also a risk that staff are not aware of any changes in policy and do not implement it effectively. A communication plan will be put in place to ensure that staff are fully briefed on the changes in policy. This will include training sessions as well as guidance and procedure documents. There will also be a review of other policies, procedures and guidance available to staff to ensure these are updated or removed where they are no longer relevant.

| Risks | Mitigations |
|--|---|
| Increased workload for Financial Assessments Team in having to reassess people currently using services in accordance with the new policy could impact on waiting times for assessment for new clients | Briefings and training for staff as part of implementation plan following agreement of policy Additional staff will be employed in the Financial Assessment Team for the period leading up to and immediately after implementation. |
| Staff are not aware of the new policy, and cannot implement it / communicate it to people using services appropriately. | Communications and engagement plan as part of consultation will include communication and training with staff. Review of other policies, procedures and guidance available to staff, including the Council intranet and internet sites, to ensure that they align and consistently enforce the new policy Implementation and training plan will be developed for staff in bringing in the new policy. |

Impact on other Council services:

Any proposed changes in policy may have an impact on Adult Social Care Teams where people receiving services approach their social worker about the changes in policy. The council will ensure that all Adult Social Care Teams are fully briefed about any change in policy and where to direct people in the event of any queries.

It is also possible that implementing the new policy could lead to increased complaints from clients and carers, and legal challenge. However, as any changes in policy will be considered in line with the guidance set out in the Care Act as well in consultation with various teams across the council including with colleagues in finance and social care, these risks are not considered to be significant.

| Risks | Mitigations |
|---|--|
| Increase in workload for Social Workers in terms of queries, reassessments and waivers | The council will ensure that social workers are aware of the new policy and where to direct people in the event of queries. |
| Increase in the number of complaints for the council's Complaints Team. | The council will aim to mitigate this by contacting those people affected as part of the communications plan. The council will ensure its Complaints Team is fully briefed and aware of the change in policy. |
| Potential increase in debt cases for Debt Recovery Team if people refuse to pay for any increase in their contribution. | Those likely to be adversely affected will be contacted as part of the consultation, and offered a re-assessment and help to consider alternative care provision to reduce costs if appropriate |

Impact on providers:

There is a risk that if providers are not told of or do not understand any policy changes they may give incorrect information to people using services. However, they will be made aware of the consultation as well as any resulting policy changes.

Any specific providers directly affected by proposed changes will be contacted directly as part of the consultation, and the council will seek to work with them throughout the implementation period to mitigate any risks identified.

| Risks | Mitigations |
|--|--|
| If care providers are not aware of the change in policy they give people using services incorrect information. | Care providers will be included in the public consultation. Providers will be fully briefed on any subsequent policy changes. |

| | |
|--|---|
| Changes may impact directly on specific providers, in terms of demand for services | <p>All communications given by providers to people using services will be updated.</p> <p>The council will work with providers to ensure they are full briefed on any changes in policy and any impact it may have on them, and will work with providers to help mitigate any impacts where possible.</p> |
|--|---|

Person responsible for assessment: Ben Threadgold

| Version | Date | Notes (e.g. Initial draft, amended following consultation) |
|---------|---------------|---|
| 1 | November 2017 | Initial draft |
| | | |

Service and Community Impact Assessment (SCIA)

Front Sheet:

Directorate and Service Area:

Finance
ICT

What is being assessed (e.g. name of policy, procedure, project, service or proposed service change):

Proposed new service delivery model for ICT

Responsible owner / senior officer:

Graham Shaw

Date of assessment:

27th Nov 2017

Summary of judgement:

Service delivery options are still being researched and will include in-house, commercial and public partnership delivery.

For any final recommendation, no redundancies or staff losses are planned at this stage and an Oxfordshire staff base is an essential requirement as now.

Detail of Assessment:

Purpose of assessment:

Purpose: Response to new proposed (not yet agreed) service delivery model.

Section 149 of the Equalities Act 2010 (“the 2010 Act”) imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person’s disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Context / Background:

Like others, the Council's ICT Service is central to service delivery and the development of new digital solution. There are specific challenges around recruitment of some technical staff, infrastructure investment and associated costs.

Proposals:

To explore the future sourcing options in relation to ICT Desktop/Infrastructure, Applications and Digital Requirements. The object is to ensure continuing resilience for OCC ICT service delivery and support and best value.

Evidence / Intelligence:

Collection is still in progress.

Alternatives considered / rejected:

All alternatives are still under consideration.

Impact Assessment:**Impact on Individuals and Communities:**

There is no impact upon communities or groups.

| Risks | Mitigations |
|-----------------|-------------|
| None identified | |
| | |

Impact on Staff:

If a commercial or public partnership option were to be accepted then there is a likely to be a TUPE of ICT staff to another organisation.

| Risks | Mitigations |
|--|---|
| Potential for transfer out of OCC employment | Staff have been briefed on the approach and options under consideration as have Unison. Briefings will continue on a regular basis and will be in line with Council policy. |

Impact on other Council services:

There are no perceived impacts upon other council services other than the intention that over time ICT service resilience and user support will be maintained or improved.

| Risks | Mitigations |
|-----------------|-------------|
| None identified | |
| | |

Impact on providers:

None are expected.

| Risks | Mitigations |
|-----------------|-------------|
| None identified | |
| | |

Action plan:

There are no new actions from this SCIA. The project will be governed using the standard Council approaches and any new or emerging risks will be assessed and added to the project risk log.

| Action | By When | Person responsible |
|--------|---------|--------------------|
| None | | |
| | | |

Monitoring and review:

The assessment will be updated and considered as required. Noting that at the time of this initial assessment there is no Cabinet instruction to proceed with any option.

Person responsible for assessment: Graham Shaw

| Version | Date | Notes (e.g. Initial draft, amended following consultation) |
|---------|----------|---|
| V1.0 | 27_11_17 | First assessment. |
| | | |
| | | |

Service and Community Impact Assessment (SCIA)

Front Sheet:

**Directorate and Service Area:
Resources**

**What is being assessed (e.g. name of policy, procedure, project,
service or proposed service change):
Charges for ICT provision to organisations outside OCC**

**Responsible owner / senior officer:
Graham Shaw**

**Date of assessment:
4th Dec 2017**

Summary of judgement:

Provision of ICT to partner organisations has been reviewed on the basis that the cost of provision should be recovered. All organisations have been contacted and charges discussed. In all cases, organisations have a choice to continue taking a service from OCC or not.
This exercise is still in progress.

Detail of Assessment:

Purpose of assessment:

Change to service delivery for ICT and charging approach.

Section 149 of the Equalities Act 2010 (“the 2010 Act”) imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person’s disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Context / Background:

Over many years, the Council has offered ICT provision to other organisations largely schools and other public sector bodies. In most cases, ICT provision is part of broader relationship but there has been no cost recovery.

In a recent review more than 1000 potential users were identified whose ICT provision is effectively being subsidised.

Proposals:

It is not reasonable for this level of subsidy to continue and organisations have been approached to discuss whether they wish to cease OCC ICT provision or to continue the service at a charge based on full cost recovery. Charges vary depending on the services drawn, from £500 to £1500 per annum.

Evidence / Intelligence:

All organisations are being approached individually to understand the situation and to set out the choice available. In some cases e.g. Academy conversion, it is not possible for the Council to continue to provide a service.

Alternatives considered / rejected:

Alternatives considered were:

Do nothing – not acceptable due to cost and complexity of provision to so many organisations and whether in some cases eg Academy conversion, the Council can continue to offer a service at all.

Levy a much smaller or token charge – this effectively maintains a burden on the Council's ICT service provision at a time when resources are under pressure and anything less than full cost recovery was not considered acceptable.

Impact Assessment:**Impact Assessment on Groups**

As noted, all groups are being approached and the situation discussed. Thus far there have been no issues raised. Some groups recognise this situation has evolved and is not necessarily the best approach for them and therefore are happy to adopt their own ICT provision. A number of groups are those who are in the process of separation from OCC run support services, these include schools who are transitioning to Academy status.

Ceased or in process of ceasing by agreement

- Mill Arts
- ACE centre
- Headington Partnership
- Southern Health - Knights Court

- Southern Health - Abbey House
- Hill End, Yenworthy, Kilvrough, Woodlands
- OHS move to Academy
- Experience Oxfordshire

Ongoing (either because they are an integral part of core Council business or, where indicated by * = they have agreed to pay a charge)

- NHS users of the OCC Adult Social Care system
- Multi-Agency Safeguarding Hub* - charge applies to other public sector bodies
- Local Enterprise Partnership*
- Oxfordshire Pensions*
- Oxfordshire Fire and Rescue* – part of OCC for which there is no charge but charge relates to FRS Berkshire and central control centre accessed by Bucks, Berks & Oxon
- National Citizens Service*
- Victoria County History

Undetermined i.e. review and contact still in progress

- Skanska – (expected to cease, awaiting final confirmation)
- Probation Service (except where MASH users)
- TVERC
- TVP
- BBC Oxford
- City Council Contractor Cowley Marsh
- Amey
- Lower Windrush Valley Project
- Wychwood Project
- Aquarius Workers
- Ridgeway and Thames Path National Trails Team
- HCC Schools support (Abbey House)
- Unison

Impact on Individuals and Communities:

Community / Group being assessed (as per list above – e.g. age, rural communities – do an assessment for each one on the list)

Summarise the specific requirements and/or potential impact on this community / group, and then highlight the most significant risks and mitigating action that has been or will be taken.

| Risks | Mitigations |
|---|--|
| Key risk is to the organisations continuing business delivery | Discussion with each organisation on an individual basis to set out the choices. No withdrawal of service until there is a clear |

| | |
|--|---|
| | outcome 31 st March 2018 has been given as a deadline for completion of this exercise. Escalation to internal OCC stakeholders in the event of any dispute. |
| | |

Impact on Staff: none

Summarise the specific requirements and/or potential impact on staff, and then highlight the most significant risks and mitigating action that has been or will be taken.

| Risks | Mitigations |
|--------------|--------------------|
| | |
| | |

Impact on other Council services: none

Summarise the specific requirements and/or potential impact on other council services, and then highlight the most significant risks and mitigating action that has been or will be taken.

| Risks | Mitigations |
|--------------|--------------------|
| | |
| | |

Impact on providers: none

Summarise the specific requirements and/or potential impact on providers of council services, and then highlight the most significant risks and mitigating action that has been or will be taken.

| Risks | Mitigations |
|--------------|--------------------|
| | |
| | |

Action plan:

Summarise the actions that will be taken as a result of the assessment, including when they will be completed and who will be responsible. It is important that the officer leading on the assessment follows up to make sure the actions are completed, and updates the assessment as appropriate. Any significant risks identified should also be added to the appropriate service or directorate risk register, to ensure they are appropriately managed and reviewed.

| Action | By When | Person responsible |
|--|--|--|
| Continue to assess each group individually | By end of Dec '17 | Mike Ibbitson, Interim ICT Service Manager |
| Group decides not to continue with OCC service | Service will cease by 31 ^s March 2018 | |

Monitoring and review:

Try to be as specific as possible about when the assessment will be reviewed and updated, linking to key dates (for example when consultation outcomes will be available, before a Cabinet decision, at a key milestone in implementation)

Person responsible for assessment:

| Version | Date | Notes (e.g. Initial draft, amended following consultation) |
|---------|----------|--|
| 1.0 | 04/12/17 | Initial document. |
| 2.0 | 31/01/18 | Review following updates and feedback from Strategic Directors |
| | | |

| |
|-----------------|
| Division(s): NA |
|-----------------|

CABINET – 19 DECEMBER 2017

OXFORDSHIRE MINERALS & WASTE DEVELOPMENT SCHEME (EIGHTH REVISION) 2017

Report by Director for Planning & Place

Introduction

1. The Council must prepare, maintain and publish a Minerals and Waste Development Scheme, setting out the Council's programme for preparing the Oxfordshire Minerals and Waste Local Plan. The original Oxfordshire Minerals and Waste Development Scheme came into effect in May 2005. Seven revisions of the Scheme have been produced since then, most recently in February 2016.

Need for Revision of Development Scheme

2. The Minerals and Waste Development Scheme 2016 focused on completion of the Minerals and Waste Local Plan: Part 1 – Core Strategy, which at that time had been submitted for examination. The Development Scheme set a timetable for the remaining stages of the Core Strategy, with a target date of November 2016 for adoption. In the event, the examination took much longer than envisaged and the Core Strategy was not adopted by the Council until September 2017.
3. The 2016 Development Scheme also included a timetable for preparation of the Minerals and Waste Local Plan: Part 2 – Site Allocations plan. This set a date of June 2016 for commencement of work on the plan and a target for adoption by April 2019. This was, however, based on the assumption that work on the Core Strategy would have been substantially completed by the summer of 2016. In view of the prolonged duration of the Core Strategy examination and the consequent delay of a year to adoption, commencement of work on the Site Allocations plan has been considerably delayed. The timetable for the Site Allocations plan in the Development Scheme therefore needs to be revised.

Revised Minerals and Waste Development Scheme 2017

4. A draft revised Minerals and Waste Development Scheme 2017 is set out in Annex 1. This sets out a programme for preparation of the Minerals and Waste Local Plan. In particular, following adoption of Part 1 of the Plan – Core Strategy, it includes preparation of Part 2 – Site Allocations to a timetable that will see a complete new plan put in place at the earliest practical opportunity.
5. The principal target dates in the programme for the Site Allocations plan are:
 - Commence preparation – September 2017;

- Consultation on site options – June 2018;
 - Consultation on draft document – January 2019;
 - Publish proposed submission document – September 2019;
 - Submit to Secretary of State – December 2019;
 - Examination hearings – March 2020;
 - Publish Inspector's report – September 2020;
 - Council adopts plan – November 2020.
6. Previous versions of the Development Scheme have included preparation of supplementary planning documents on a Minerals and Waste Development Code of Practice and on Restoration and After-use of Minerals and Waste Sites. These are not priority documents and therefore are not included in the revised programme; but the possible future need for them should be kept under review.
 7. The Development Scheme also covers the Council's Statement of Community Involvement. A revised Oxfordshire Statement of Community Involvement was adopted by the Council in March 2015. No need has as yet been identified for a further revision of the Statement of Community Involvement but this will be kept under review and, when appropriate, it will be included in a future revision of the Development Scheme.
 8. I consider this revised programme for the Site Allocations plan to be realistic taking into account experience with preparing plan documents to date; the work required to prepare the necessary documentation and evidence base for the publication, submission and examination stages of the process; the need for thorough and effective engagement and consultation with stakeholders and the public, including under the duty to co-operate; sustainability appraisal, strategic environmental assessment and other technical assessment work; and available resources.
 9. A draft project plan timeline, including the principal target dates set out above, was considered and discussed by the Minerals and Waste Cabinet Advisory Group (CAG) on 27 September 2017. CAG members expressed concern over the length of time before the Site Allocations plan would be adopted and the consequent gap before a full Minerals and Waste Local Plan including sites would be in place. CAG members accepted that this timescale is necessary to ensure a robust plan that will be found sound at examination but asked that the proposed timeline should be seen as the maximum time that it would take and that work should be done to shorten the timescale if at all possible.
 10. Approval of the revised Minerals and Waste Development Scheme 2017 by the Cabinet is required before it can be brought into effect. The Scheme must then be published on the Council's website.

Financial and Staff Implications

11. The Minerals & Waste Plan is included within the work priorities of the Communities Directorate and is in part being progressed within the existing mainstream budget for the Council's minerals and waste policy function. In

addition, a special reserve was created to help fund the abnormal costs of plan preparation (including the commissioning of specialist technical evidence studies) and independent examination. £122,000 remains in the reserve, for preparation of the Site Allocations plan, most of which will still be available in 2018/19. Some further additional funding is likely to be required beyond that, to enable the plan to be taken through examination and to adoption in 2020/21. There are no additional staff implications.

Equalities Implications

12. None have been specifically identified.

Legal Implications

13. Under the Planning and Compulsory Purchase Act 2004 (as amended), the County Council is required to prepare a minerals and waste local plan and a statement of community involvement and to prepare and maintain a minerals and waste development scheme. The European Waste Framework Directive, 2008 (2008/98/EC), as transposed through the Waste (England and Wales) Regulations 2011, requires waste planning authorities to put in place waste local plans. Having an up to date Minerals and Waste Development Scheme in place will help to enable these requirements to be met.

Risk Management

14. If a new Minerals and Waste Local Plan, including both a strategy and site allocations, is not adopted (for example, if the Site Allocations plan was abandoned or found to be “unsound” following examination), the County Council would not have a full, up to date and locally-determined land-use policy framework against which to determine applications for new mineral working and waste management developments in Oxfordshire. Such a diminution of local control over these operations would leave the authority with much less influence over the location of future minerals and waste operations and make it heavily reliant on the National Planning Policy Framework and National Planning Policy for Waste, which are considerably less comprehensive and detailed in their coverage of these matters. Having an up to date Minerals and Waste Development Scheme in place will help the Council to demonstrate that the Site Allocations plan is both legally compliant and “sound” when it is independently examined.

RECOMMENDATION

15. **The Cabinet is RECOMMENDED to**
 - (a) **approve the Oxfordshire Minerals and Waste Development Scheme (Eighth Revision) 2017 at Annex 1, subject to final detailed amendment and editing, to have effect from 8 January 2018;**
 - (b) **authorise the Director for Planning & Place to:**

- (i) carry out any final detailed amendment and editing of the Oxfordshire Minerals and Waste Development Scheme that may be necessary, in consultation with the Cabinet Member for Environment;**
- (ii) take the necessary steps to bring the revised Scheme into effect from 8 January 2018 and publish the revised Scheme, in accordance with Sections 15 and 16 of the Planning and Compulsory Purchase Act 2004 (as amended).**

SUSAN HALLIWELL
Director for Planning & Place

Background papers: None

Contact Officer: Peter Day – Minerals and Waste Policy Team Leader

December 2017

Oxfordshire Minerals and Waste Local Plan

OXFORDSHIRE MINERALS AND WASTE DEVELOPMENT SCHEME (Eighth Revision) 2017

December 2017

Oxfordshire Minerals and Waste Local Plan

OXFORDSHIRE MINERALS AND WASTE DEVELOPMENT SCHEME (Eighth Revision) 2017

December 2017

**This revision of the Oxfordshire Minerals and Waste
Development Scheme came into effect on 8 January 2018**

Minerals & Waste Planning Policy
Communities
Oxfordshire County Council
County Hall
Oxford
OX1 1ND

www.oxfordshire.gov.uk

CONTENTS

| Section | Title | Page |
|----------|---|------|
| 1 | Introduction | 3 |
| | Purpose of the Oxfordshire Minerals and Waste Development Scheme | 3 |
| 2 | Oxfordshire Minerals and Waste Local Plan | 4 |
| | Purpose and Composition of the Minerals and Waste Local Plan | 4 |
| | Other Minerals and Waste Local Plan Documents | 5 |
| | Relationship of Minerals and Waste Local Plan to other Policies, Plans and Strategies | 6 |
| 3 | Programme for Preparation of Minerals and Waste Local Plan | 9 |
| | Statement of Community Involvement | 9 |
| | Minerals and Waste Local Plan: Part 1 – Core Strategy | 9 |
| | Minerals and Waste Local Plan: Part 2 – Site Allocations | 9 |
| | Other Documents | 12 |
| | Proposals Map | 11 |
| | Monitoring and Review | 11 |
| | Plan Appraisal and Assessment | 12 |
| | Resources | 12 |
| | Council Procedures and Reporting Protocols | 13 |
| | Potential Risks to the Programme | 13 |
| 4 | Existing (Saved) Minerals and Waste Planning Policies | 16 |
| Table 1 | Oxfordshire Minerals and Waste Plan – Schedule and Programme of Proposed Local (Minerals and Waste) Development Documents | 14 |
| Table 2 | Saved Policies that form part of Oxfordshire Minerals and Waste Local Plan | 17 |
| Figure 1 | Oxfordshire Minerals and Waste Local Plan – How the Separate Documents Fit Together | 18 |
| Figure 2 | Relationships between Oxfordshire Minerals and Waste Local Plan and Other Strategies and Plans | 19 |
| Annex 1 | Profiles of Minerals and Waste Development Documents | 20 |
| Annex 2 | Schedule of Saved Minerals and Waste Policies and their Proposed Replacement | 28 |

1. INTRODUCTION

Purpose of the Oxfordshire Minerals and Waste Development Scheme

- 1.1 The County Council is preparing a new Oxfordshire Minerals and Waste Local Plan. The Oxfordshire Minerals and Waste Development Scheme sets out the programme for the production of this plan and the planning policy documents (local development documents) that will make up the plan.
- 1.2 Under the Planning and Compulsory Purchase Act 2004 (as amended), all local planning authorities must prepare and maintain a local development scheme. Minerals and waste planning authorities (such as Oxfordshire County Council), which have responsibility to prepare plans and determine planning applications for minerals and waste development, must prepare and maintain a minerals and waste development scheme.
- 1.3 The Minerals and Waste Development Scheme must specify: the local development documents that are to be prepared and which of these are to be development plan documents (which will form part of the development plan for Oxfordshire); the subject matter and geographical area to which each development plan document is to relate; and the timetable for the preparation and revision of the development plan documents. It also includes information about minerals and waste planning policies for the county, and about the opportunities for people to be involved in the plan-making process.
- 1.4 The Oxfordshire Minerals and Waste Development Scheme, 2005 was brought into effect on 16 May 2005. Six revisions of the Scheme have been produced by the County Council, in March 2006, March 2007, April 2009, May 2012, December 2013, December 2014 and February 2016. The most recent of these revisions is now out of date and this revised Minerals and Waste Development Scheme 2017 updates and replaces it.
- 1.5 The Oxfordshire Minerals and Waste Development Scheme (Eighth Revision) 2017 was approved by the County Council Cabinet on 19 December 2016 and came into effect on 8 January 2018.
- 1.6 The Development Scheme will be further reviewed, revised as necessary and rolled forward on a regular basis to take account of progress on preparation of the Local Plan and monitoring. The most recent version of the Development Scheme will be published on the County Council website at:
www.oxfordshire.gov.uk/mineralsandwaste

or information can be obtained by contacting us at:

Minerals & Waste Planning Policy Team
Communities, Oxfordshire County Council
County Hall, Oxford OX1 1ND
Email: minerals.wasteplan@oxfordshire.gov.uk

2. OXFORDSHIRE MINERALS AND WASTE LOCAL PLAN

Purpose and Composition of the Minerals and Waste Local Plan

- 2.1 The current Oxfordshire Minerals and Waste Local Plan was adopted in 1996 and is now out of date. A new plan is needed that is in line with current legislation and national planning policy and provides for the minerals and waste development needs of Oxfordshire over the next 15+ years. The new Oxfordshire Minerals and Waste Plan will replace the 1996 Minerals and Waste Local Plan and will cover the period to the end of 2031.
- 2.2 The new Minerals and Waste Local Plan will comprise of two main parts:
- Part 1 – Core Strategy; and
 - Part 2 – Site Allocations.
- 2.3 The **Minerals and Waste Local Plan: Part 1 – Core Strategy** was adopted in September 2017 and is a development plan document that covers the whole county of Oxfordshire. It sets out the Council's vision, objectives, spatial strategy, core policies and implementation framework for the supply of minerals and management of waste in Oxfordshire over the period to the end of 2031. The spatial strategies for minerals and waste includes strategic locations for development, supported by criteria based policies for the identification of specific sites and the consideration of planning applications for development. The spatial strategies are illustrated partly on a policies map (minerals) and partly on a key diagram (waste).
- 2.4 The **Minerals and Waste Local Plan: Part 2 – Site Allocations** will be a development plan document and will cover the whole county of Oxfordshire. It will make provision and identify sites for minerals and waste management development in Oxfordshire over the period to the end of 2031, in accordance with the spatial strategy and criteria based policies in the Core Strategy; and provide the detailed policy framework for minerals and/or waste management development management decisions.
- 2.5 The **Policies Map** show proposals that are geographically defined, including mineral strategic resource areas and mineral safeguarding and consultation areas, and it will show specific minerals and waste site allocations and safeguarded minerals and waste sites and facilities. This will replace the existing Proposals Map that forms part of the Oxfordshire Minerals and Waste Local Plan (1996). The new Policies Map will be amended and updated as required whenever new development plan documents with spatial policies are produced.
- 2.6 The minerals and waste matters shown on the Policies Map should also be included on the policies maps prepared by the Oxfordshire District Councils as part of their new local plans.
- 2.7 The Minerals and Waste Local Plan, together with the local plans prepared by Oxfordshire's District Councils will comprise the statutory development plan for Oxfordshire. The development plan is the basis on which planning decisions are made.

- 2.8 The adopted Minerals and Waste Local Plan: Part 1 – Core Strategy and proposed Part 2 – Site Allocations will replace the saved policies of the Oxfordshire Minerals and Waste Local Plan, adopted in 1996. Chapter 4 provides further information about saved policies and their replacement by new development plan document policies.

Other Minerals and Waste Local Plan Documents

Statement of Community Involvement

- 2.9 The Statement of Community Involvement sets out the Council's policy and approach for involving communities and stakeholders in the preparation, review and alteration of local (minerals and waste) development documents; and in planning applications that the County Council determines.
- 2.10 The first Oxfordshire Statement of Community Involvement was adopted by the Council in November 2006, following consultation and examination by a government-appointed inspector. This was replaced by a revised Oxfordshire Statement of Community Involvement, which was adopted by the Council in March 2015. It relates to the whole of Oxfordshire. It is not a development plan document (i.e. it does not form part of the development plan for Oxfordshire).
- 2.11 The Revised Oxfordshire Statement of Community Involvement reflects changes since 2006 in legislation and procedures affecting the way that local development documents are prepared, including provisions and requirements for community and stakeholder engagement and consultation. It was adopted following consultation on a draft in 2014. (Statements of Community Involvement do not now have to be submitted for examination.)

Supplementary Planning Documents

- 2.12 Supplementary planning documents may be prepared as part of a plan, where they can help applicants make successful planning applications or aid infrastructure delivery. They are not development plan documents (i.e. they do not form part of the development plan for the area).
- 2.13 The County Council may prepare supplementary planning documents on Minerals and Waste Development Code of Practice; and Restoration and After-use of Minerals and Waste Sites. These, however, are not priority documents and they are not currently included in the Council's programme for the Oxfordshire Minerals and Waste Local Plan.

Annual Monitoring Reports

- 2.14 The County Council has produced Oxfordshire Minerals and Waste Annual Monitoring Reports for each year from 2005 and they are published on the County Council website. They report on the implementation of the Minerals and Waste Development Scheme and on the extent to which development

plan policies are being achieved. The most recent report, for 2016 (calendar year), covers the period 1 January 2016 to 31 December 2016.

- 2.15 Monitoring reports are required to be produced and published at least annually. The County Council will monitor the effectiveness of policies and proposals in achieving the vision, spatial strategy and objectives of the Minerals and Waste Local Plan; and will assess:
- whether objectives and targets in the Plan are being met or are on track to be met and, if not, the reasons why;
 - what impact the policies of the Plan are having on other targets, at national, sub-national or local level;
 - whether any policies need to be replaced or amended to meet sustainable development objectives;
 - what action should be taken if any policies need to be replaced or amended.
- 2.16 The Annual Monitoring Reports do not form part of the Oxfordshire Minerals and Waste Local Plan but they are essential for monitoring the preparation and implementation of the plan and for indicating when and how review and revision needs to be carried out. The Council will use the results of monitoring in considering what, if any, changes need to be made to the Oxfordshire Minerals and Waste Local Plan, when such changes need to be brought forward, and whether any other documents need to be prepared. Programmes for any such changes will be included in future reviews of the Minerals and Waste Development Scheme.
- 2.17 Figure 1 (page 18) shows the relationship between the different Minerals and Waste Plan Documents.

Relationship of Minerals and Waste Local Plan to other Policies, Plans and Strategies

National Planning Policy

- 2.18 The Government's National Planning Policy Framework (NPPF) was published and came into effect in March 2012. This single policy document replaced 44 previously existing national policy documents, including planning and minerals planning statements and guidance documents (PPSs, PPGs, MPSs and MPGs). Planning Policy Statement 10: Planning for Sustainable Waste Management (PPS10) was not replaced by the NPPF but has now been replaced by separate new National Planning Policy for Waste, October 2014.
- 2.19 The Minerals and Waste Local Plan will be prepared to have regard to and be consistent with national policy. It will also have regard to the National Planning Practice Guidance, first published in October 2014 but subsequently updated.
- 2.20 The Government partially revoked the South East Plan on 25 March 2013. This revocation included all the minerals and waste policies of the plan, which ceased to have effect from that date.

Oxfordshire Sustainable Community Strategy

- 2.21 In 2008 the Oxfordshire Partnership agreed 'Oxfordshire 2030', the Sustainable Community Strategy for Oxfordshire. This sets out a long-term vision for Oxfordshire's future. It identifies strategic objectives and priorities around four ambitions: to create a world class economy for Oxfordshire; to have healthy and thriving communities; to look after our environment and respond to the threat of climate change; and to reduce inequalities and break the cycle of deprivation. The Oxfordshire Minerals and Waste Local Plan will have appropriate regard to Oxfordshire 2030 and it will seek to reflect aspects of this Sustainable Community Strategy that have a land use perspective relating to minerals and waste.

Oxfordshire Joint Municipal Waste Management Strategy

- 2.22 The Oxfordshire Joint Municipal Waste Management Strategy 'No Time to Waste' was approved by the former Oxfordshire Waste Partnership (the County Council and the five District Councils in Oxfordshire) in January 2007. A five year review of the Strategy was carried out in 2012 and in January 2013 the County Council and five District Councils, under Recycle for Oxfordshire, agreed a revised Joint Municipal Waste Management Strategy which was adopted by all the partner councils to replace the document agreed in 2007. The strategy does not form part of the development plan, but it is an important material consideration for spatial planning. It provides a framework for the management of municipal waste in the county and sets local waste management targets. It identifies a need for increased recycling and composting and for new waste treatment facilities, to significantly reduce the quantity of biodegradable municipal waste sent to landfill. The updated strategy also reports on progress since 2007. The Minerals and Waste Local Plan will have appropriate regard to the revised Strategy.

Oxfordshire Local Transport Plan

- 2.23 The Minerals and Waste Core Strategy will also have regard to the Oxfordshire Local Transport Plan. A new Plan – Connecting Oxfordshire: Local Transport Plan 2015-2031 (LTP4) was adopted by the County Council in September 2015. This replaces the previous Oxfordshire Local Transport Plan 2011-2030 (LTP3). It has the following goals: to support jobs and housing growth and economic vitality; to reduce transport emissions; to protect and enhance Oxfordshire's environment and improve quality of life; and to improve public health, air quality, safety and individual wellbeing. LTP4 includes a Freight Strategy

Oxfordshire Strategic Economic Plan

- 2.24 The Oxfordshire Strategic Economic Plan was published by the Oxfordshire Local Enterprise Partnership (OxLEP) in March 2014. It is closely related to the Oxfordshire and Oxford City Deal that was agreed with the Government in January 2014 and the Oxfordshire Growth Deal that was secured in January 2015. The Strategic Economic Plan sets out a strategic economic vision and objectives that reflect priorities for economic growth to 2030 and a

related programme for growth. This will have implications for mineral supply and waste management requirements in Oxfordshire over the plan period and the Minerals and Waste Local Plan will have appropriate regard to the Strategic Economic Plan. An updated version was published in January 2017, the Strategic Economic Plan (SEP) for Oxfordshire 2016.

- 2.25 Figure 2 (page 19) shows the relationships between the Oxfordshire Minerals and Waste Local Plan and other plans and strategies.

DRAFT

3. PROGRAMME FOR PREPARATION OF MINERALS AND WASTE LOCAL PLAN

- 3.1 Table 1 (page 14) is a schedule of the local (minerals and waste) development documents that the County Council proposes should make up the Oxfordshire Minerals and Waste Local Plan, including the now adopted Core Strategy. It identifies which of the documents are to be development plan documents and the subject matter and geographic area to which each document relates; and it shows the current programme for their preparation, with the key stages towards adoption.
- 3.2 This revised Minerals and Waste Development Scheme covers the period to December 2020 and shows that the County Council will focus on preparation of the Minerals and Waste Local Plan: Part 2 – Site Allocations, now that the Minerals and Waste Local Plan: Part 1 – Core Strategy has been adopted. It includes a timetable for preparation of the Minerals and Waste Local Plan: Part 2 – Site Allocations from commencement in September 2017 to adoption in November 2020. The need and programme for any other documents, will be decided at a later date. This position reflects the government's changes to procedure, policy and guidance made through the Localism Act 2011, the National Planning Policy Framework (March 2012) and the Planning Practice Guidance (March 2014).

Statement of Community Involvement

- 3.3 In March 2005, the County Council commenced preparation of the Statement of Community Involvement, the Minerals and Waste Core Strategy and the Minerals and Waste Sites documents. The Statement of Community Involvement was prepared on a faster timetable than the other documents, over a period of 21 months, and was adopted in November 2006.
- 3.4 In the light of changes in legislation and procedures since 2006, the Statement of Community Involvement has been revised. A draft was published for public consultation in September 2014. Following changes in legislation and procedures, Statements of Community Involvement no longer have to be submitted for examination. Comments received on the consultation draft were taken into account and some amendments were made to the document. The Revised Oxfordshire Statement of Community Involvement was adopted by the County Council in March 2015.

Minerals and Waste Local Plan: Part 1 – Core Strategy

- 3.5 The County Council adopted the Minerals and Waste Local Plan: Part 1 – Core Strategy in September 2017. Therefore, it now forms part of the Development Plan and replaces the majority of the policies in the Oxfordshire Minerals & Waste Local Plan 1996.

Minerals and Waste Local Plan: Part 2 – Site Allocations

- 3.14 The Minerals and Waste Local Plan must be prepared in accordance with current government policy in the National Planning Policy Framework (March

2012) and the National Planning Policy for Waste (October 2014) and having due regard to the National Planning Practice Guidance. Government policy now strongly favours production of a single local plan document but the way in which provision for mineral working and waste management development is made in the plan is a matter for the Council to decide taking into account local circumstances. There is an urgent need for a new plan to replace the out of date Minerals and Waste Local Plan (1996). Since preparation of the Core Strategy was already at an advanced stage, the Council took the decision to continue with the preparation of the plan in two parts. The Council considered that this approach would provide the quickest and most effective way to put in place an up to date local policy framework for decision making on planning applications for minerals and waste developments. The inclusion of specific site allocations in the Core Strategy would have caused significant delay (by at least a year) to its progress towards adoption due to the need to carry out detailed site assessment and consultation on site options. The Core Strategy part of the Plan was therefore progressed as it was, with a separate Site Allocations part of the Plan to be produced subsequently.

- 3.16 The County Council published Issues and Options consultation papers for the then proposed Waste and Minerals Site Proposals and Policies Documents in February and April 2007 respectively. Work on those documents was not progressed beyond that as it was decided to focus on preparation of the Minerals and Waste Core Strategy. However, work that went into the preparation of those consultation papers, the responses to the consultations and subsequent work on mineral and waste sites was used to inform the preparation of the Minerals and Waste Local Plan: Part 1 – Core Strategy. This included assembly of information on potential minerals and waste development sites nominated by developers and landowners for possible inclusion in the Site Allocations document, for use in testing the delivery of strategy options for the Core Strategy.
- 3.17 Preparation of the Site Allocations plan has been delayed by the Core Strategy examination taking longer than envisaged and the Core Strategy consequently not being adopted until September 2017. A revised timetable for preparation of the Site Allocations document is set out in Table 1 (page 14). Preparation commenced in September 2017, following the adoption of the Core Strategy. Evidence gathering, initial stakeholder and community engagement, and identification and initial assessment of site options will be carried out in the period up to February 2018. Following the preparation of an issues and options consultation document, public consultation on site options (Issues and Options, Regulation 18) will take place in June – July 2018. The draft document (Preferred Options, Regulation 18) will then be prepared and consultation will take place in January – February 2019. After consideration of consultation responses, further evidence gathering and assessment, and preparation of a revised document for publication, the proposed submission plan will be published for representations (Regulation 19) in September – November 2019. The Site Allocations document will be submitted for examination in December 2019, with an expectation that hearings will be held in March 2020 and the Inspector's report received in September 2020; and the plan is expected then to be adopted in November 2020.

- 3.18 The County Council considers this to be the fastest practicable timetable taking into account requirements for identification, consultation on and assessment of site options; preparation of evidence base documents; engagement under the duty to co-operate; consultation with stakeholders; sustainability appraisal, strategic environmental assessment and habitats regulations assessment; drafting of the plan; consideration of representations; the independent examination process; preparation by the Inspector of his/her report and recommendations; consideration of the Inspector's report and the adoption process; committee reporting procedures and timetables; and the resources available for the project.

Other Documents

- 3.19 Earlier versions of the Development Scheme included preparation of supplementary planning documents on a Minerals and Waste Development Code of Practice and on Restoration and After-use of Minerals and Waste Sites. These are not priority documents and therefore are not included in this revision of the Development Scheme; but the possible future need for them will be kept under review.
- 3.20 Annex 1 (page 20) sets out profiles of the minerals and waste development documents that are to be prepared. For each document it gives an overview, briefly describing the role and subject of the document, its coverage and status, together with a timetable for the key stages in preparation and a summary of the arrangements for production.

Policies Map

- 3.21 The Minerals and Waste Local Plan: Part 1 – Core Strategy includes a key diagram to illustrate the spatial strategy for waste development but the minerals strategy and proposals are shown on a Policies Map. This shows the mineral strategic resource areas and the mineral safeguarding and consultation areas. The Policies Map will in due course also show proposals in Site Allocations plan that are geographically defined, including specific minerals and waste site allocations and safeguarded minerals and waste sites and facilities. When the Site Allocations document has been adopted, the Policies Map will completely replace the existing Minerals and Waste Proposals Map (including inset maps) in the Oxfordshire Minerals and Waste Local Plan (1996). The content of the Policies Map should be shown on the policies maps of the District Local Plans covering Oxfordshire. The Policies Map will subsequently be revised whenever a new development plan document or a revision of a development plan document that includes site specific proposals is adopted, to ensure it shows the up to date adopted policy position.

Monitoring and Review

- 3.22 The Minerals and Waste Local Plan will require a robust approach to future monitoring and review of the plan and particularly of minerals supply and demand in Oxfordshire and of waste management needs. This will be done

through Annual Monitoring Reports linked to an annual review of the Local Aggregate Assessment and periodic review of the Waste Needs Assessment.

Plan Appraisal and Assessment

- 3.23 The policies and proposals in the Minerals and Waste Plan will be assessed for their contribution to the aims of sustainable development. Sustainability appraisal of plans is required under the Planning and Compulsory Purchase Act 2004 and strategic environmental assessment of plans is required under the European Directive on Strategic Environmental Assessment. The County Council is combining these in a single appraisal and assessment process, which will be carried out as an integral part of plan preparation. A sustainability appraisal scoping report has been prepared which describes the key environmental, social and economic issues for Oxfordshire and sets out sustainability objectives to assess the policies in plan documents. A sustainability appraisal report has been produced for the Minerals and Waste Local Plan: Part 1 – Core Strategy.
- 3.24 Minerals and waste development documents must also be subject to Habitats Regulations Assessment, under the European Habitats Directive, to assess the likely effects of plans, either alone or in combination with other plans and projects, on sites which have been designated as being of European importance for the habitat or species they support. A Habitats Regulations Assessment of the Minerals and Waste Local Plan: Part 1 – Core Strategy has been undertaken.

Resources

- 3.25 The programme for preparation of the Minerals and Waste Local Plan: Part 2 – Site Allocations takes into account the availability of staff and financial resources relative to the work expected to be required. Whilst there are uncertainties with the plan preparation process, the County Council considers the programme in this scheme to be realistic, subject to no significant unforeseen circumstances arising.
- 3.26 The plan will be prepared in-house by the Council's Minerals and Waste Policy Team, comprising Team Leader (project manager) and two Planning Officers, under the direction of the Planning Regulation Service Manager and the Director for Planning & Place. The team will, as required, draw on: administrative and technical support from within the wider Service; specialist input, particularly on transport, ecology and archaeology, from elsewhere within the Council; and input on communications from within the Council.
- 3.27 External consultants and temporary staff will be used where necessary, in particular if required to provide additional capacity at times of peak workload and specialist input that is not available within the Council. This may include support on: Local Aggregate Assessment; Waste Needs Assessment; Sustainability Appraisal; Habitats Regulations Assessment; Strategic Flood Risk Assessment; and facilitation of stakeholder meetings.

Council Procedures and Reporting Protocols

- 3.28 The Council has set up a Minerals and Waste Cabinet Advisory Group comprising nine County Council members, chaired by the Cabinet Member for Environment (who has responsibility for the Minerals and Waste Local Plan), supported by key officers. This Group will enable elected members to be engaged in and provide guidance to officers on preparation of the plan, prior to formal decision making by Cabinet and full County Council.
- 3.29 Decisions at key stages in the preparation of the Minerals and Waste Local Plan will be made by the Cabinet Member for Environment, Cabinet or full County Council, according to the requirements of legislation and Council procedure. The proposed submission document, submission and adoption stages of plan documents will require full County Council resolution.

Potential Risks to the Programme

- 3.30 The plan preparation process has a number of risk elements, including:
- Staff Resources;
 - Funding;
 - The democratic decision making process;
 - Capacity of other organisations to input to documents;
 - Capacity of the Planning Inspectorate;
 - Changes in legislation or national policy;
 - 'Soundness' of plan documents;
 - Legal challenge to plan preparation process.
- The County Council has procedures in place to mitigate these risks.

Table 1
Oxfordshire Minerals and Waste Local Plan
Schedule and Programme of Proposed Local (Minerals and Waste) Development Documents

| Document Title, Status and Geographic Area | Summary of Subject Matter | Chain of Conformity | Commence Preparation | Community Engagement & Consultation (Reg. 18) | Publish Proposed Submission Document (Reg. 19) | Submit to Secretary of State (Reg. 22) | Independent Examination (Reg. 24) | Inspector's Report (Reg 25) | Adoption (Reg. 26) |
|--|---|---|-----------------------------|---|--|---|---|--|-------------------------------|
| Statement of Community Involvement Non - Development Plan Document Covers the whole of Oxfordshire | To set out the Council's policy on community involvement in local (minerals and waste) development documents and planning applications | Must be in conformity with legislative requirements | <i>Commenced March 2005</i> | <i>Issues & options consultation Sept 2005; Preferred options consultation Oct 2005</i> | <i>n/a</i> | <i>Submitted Feb 2006</i> | <i>Hearing held July 2006</i> | <i>Inspector's Report received July 2006</i> | <i>Adopted Nov 2006</i> |
| Review of Statement of Community Involvement As above | As above | As above | <i>Commenced May 2014</i> | <i>Public consultation on draft revised SCI Sept – Oct 2014</i> | <i>n/a</i> | <i>n/a</i> | <i>n/a</i> | <i>n/a</i> | <i>March 2015</i> |
| Minerals and Waste Local Plan: Part 1 – Core Strategy Development Plan Document Covers the whole of | To set out the Council's vision, objectives, spatial strategy and core policies for the supply of minerals and management of waste in Oxfordshire | Must conform with legislative requirements and national planning policy * | <i>Commenced March 2005</i> | <i>Initial issues & options consultation June 2006; Initial preferred options consultation Feb 2007; Further engagement & consultation on issues and options and preferred options Feb 2010 – Jan 2011;</i> | <i>Published for representations to be made Aug 2015</i> | <i>Submitted for examination Dec 2015</i> | <i>Examination Hearings were held in September 2016</i> | <i>Inspector's report received and published June 2017</i> | <i>Adopted September 2017</i> |

| | | | | | | | | | |
|---|--|--|--|---|---|--------------------------------------|---------------------------------|---|--|
| Oxfordshire | over the period to 2031 | | | <i>Consultation on draft (preferred) minerals & waste strategies Sept – Oct 2011</i> <i>Consultation on revised draft Core Strategy Feb – March 2014</i> | | | | | |
| Minerals and Waste Local Plan: Part 2 – Site Allocations Development Plan Document Covers the whole of Oxfordshire | To make provision and identify sites for minerals and waste management development for Oxfordshire, in accordance with the Core Strategy; and provide the detailed policy framework for development management decisions | Must be in conformity with the Core Strategy | <i>Commenced September 2017 (after Core Strategy adoption)</i> | Community and stakeholder engagement and consultation on site options (Issues and Options, Reg. 18) June – July 2018 Consultation on draft Site Allocations document (Preferred Options, Reg. 18) January – February 2019. | Publish for representations to be made (Reg. 19) September – November 2019. | Submit for examination December 2019 | Examination hearings March 2020 | Receive and publish Inspector's report September 2020 | Adopt Part 2 Plan - Site Allocations November 2020 |

Regulation (Reg.) numbers refer to The Town and Country Planning (Local Planning) (England) Regulations 2012.

Stages in italics have already been completed.

* National planning policy is contained in the National Planning Policy Framework, March 2012 and National Planning Policy for Waste, October 2014.

The need for any supplementary planning documents (e.g. minerals and waste development code of practice; and restoration and after-use of minerals and waste sites) will be kept under review; these documents are not included in this Development Scheme.

4. EXISTING (SAVED) MINERALS AND WASTE PLANNING POLICIES

- 4.1 The Oxfordshire Structure Plan 2016, setting out the strategic policy framework for development in Oxfordshire, was adopted on 21 October 2005. All the policies in it were automatically 'saved' for three years from that date, i.e. until 20 October 2008. In September 2008 the Secretary of State issued a Direction listing those policies of the Structure Plan which were saved beyond that date. On 6 May 2009 the South East Plan (the regional spatial strategy) was approved by the Secretary of State. This replaced the saved policies of the Oxfordshire Structure Plan 2016, except for three saved policies which were not replaced. These included policy M2 on locations for sharp sand and gravel working. (The other two policies are not directly relevant to minerals or waste.) All other Structure Plan policies expired on 6 May 2009.
- 4.2 The South East Plan was partially revoked on 25 March 2013, including revocation of all minerals and waste policies. The revocation order also revoked the September 2008 Direction relating to the Oxfordshire Structure Plan except in respect of policy H2(a), which does not concern minerals or waste. All of the minerals and waste policies in the Oxfordshire Structure Plan 2016 have now expired.
- 4.3 The policies in the Oxfordshire Minerals and Waste Local Plan, adopted in 1996, were automatically 'saved' for three years from 28 September 2004, i.e. until 27 September 2007. In September 2007 the Secretary of State issued a Direction listing 46 policies of the Minerals and Waste Local Plan which were saved beyond that date. Policies not listed in the Direction expired on 27 September 2007. 30 of the saved policies have now been replaced by policies in the adopted Minerals and Waste Local Plan: Part 1 – Core Strategy. The remaining 16 saved policies are listed in Table 2 (page 17). These will continue in force until replaced by new policies in the Minerals and Waste Local Plan: Part 2 – Site Allocations, when this plan is adopted. Until then they will form part of the development plan for Oxfordshire.
- 4.4 A schedule of all saved minerals and waste policies in the Minerals and Waste Local Plan 1996 stating when they were or are proposed to be replaced, and by which new development plan document, is set out in Annex 2 (page 28). The relationships between the saved plans and the new development plan documents proposed in this Development Scheme are illustrated in Figure 1 (page 18).

Table 2

Saved Policies that form part of the Oxfordshire Minerals and Waste Local Plan

| Plan | Policy | Period Saved |
|---|---|---|
| Oxfordshire Minerals and Waste Local Plan | SC3 – Sutton Courtenay: traffic routeing | All saved from 27.09.08 until replaced by new policies in development plan documents when adopted |
| | SW1 – Sutton Wick: area for working | |
| | SW2 – Sutton Wick: access restriction | |
| | SW3 – Sutton Wick: access requirement | |
| | SW4 – Sutton Wick: rate of production | |
| | SW5 – Sutton Wick: after-uses | |
| | SH1 – Stanton Harcourt: areas for working | |
| | SH2 – Stanton Harcourt: Sutton bypass | |
| | SH3 – Stanton Harcourt: traffic routeing | |
| | SH4 – Stanton Harcourt: traffic routeing requirements | |
| | SH5 – Stanton Harcourt: after-uses | |
| | SH6 – Stanton Harcourt: after-use management | |
| | CY1 – Cassington – Yarnton: area for working | |
| | CY2 – Cassington – Yarnton: conveyors and haul routes | |
| | CY3 – Cassington – Yarnton: after-uses | |
| | CY4 – Cassington – Yarnton: pedestrian and cycle routes | |

Figure 1
Oxfordshire Minerals and Waste Local Plan – How the Separate Documents Fit Together

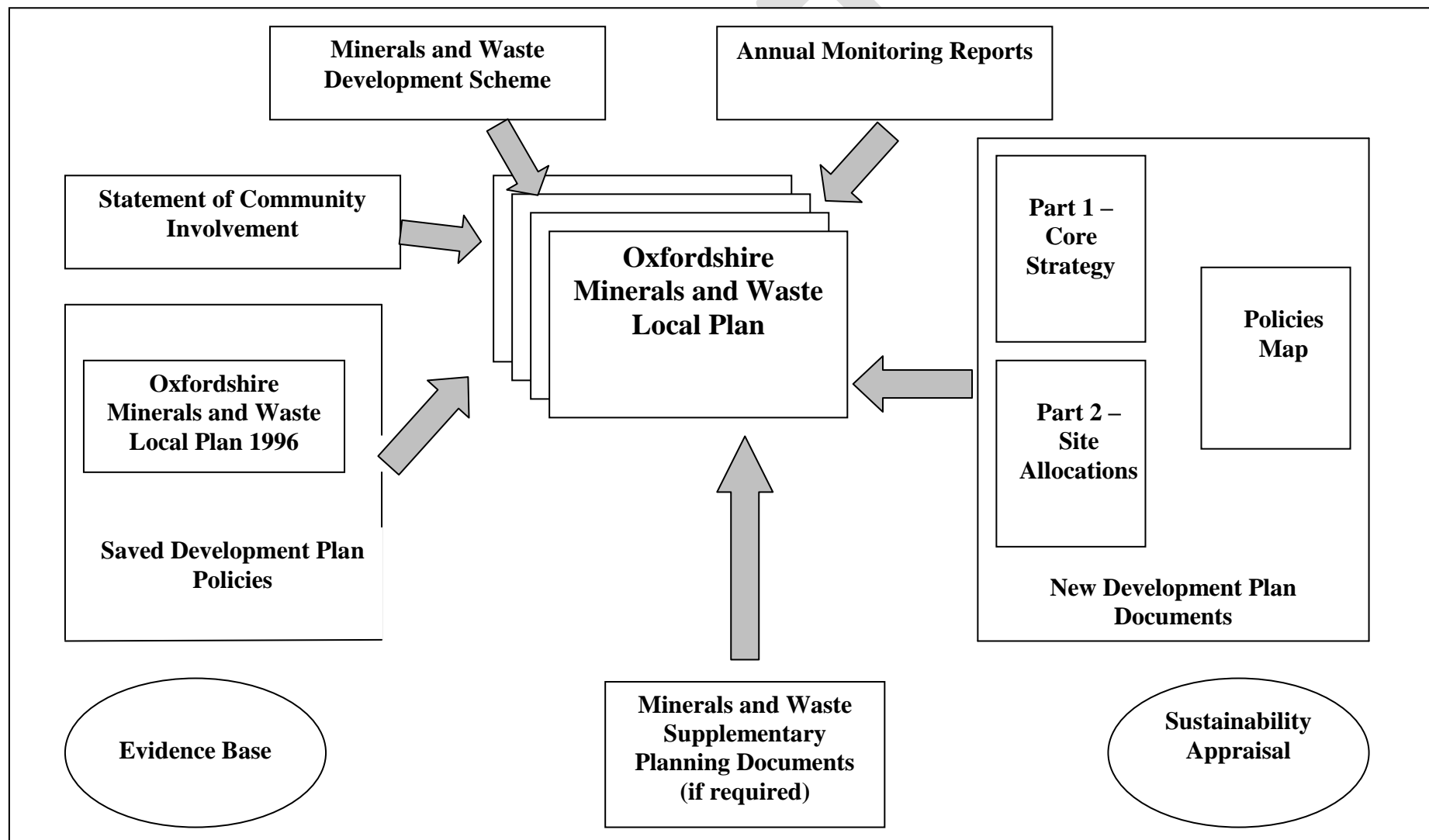
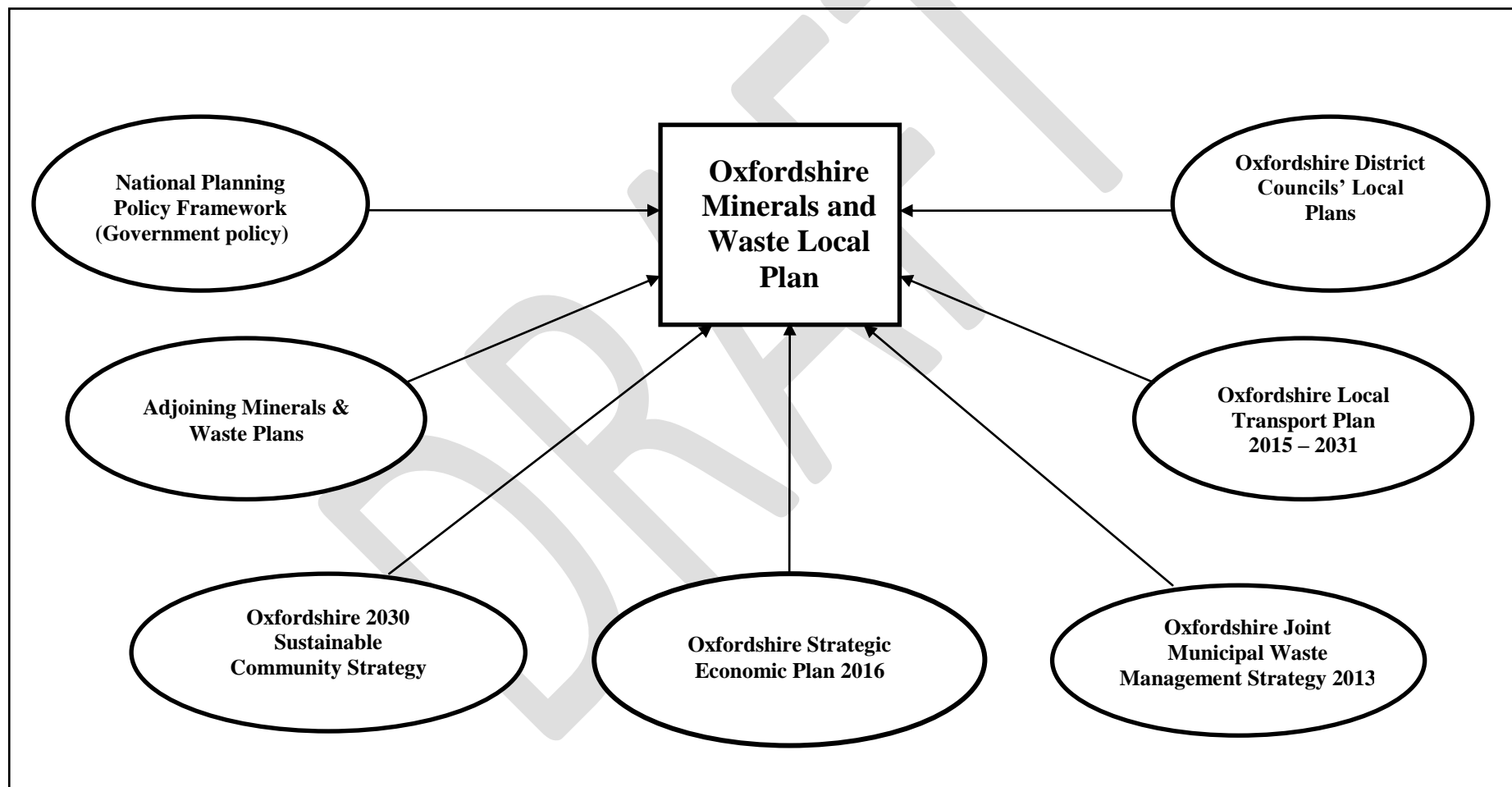


Figure 2
Relationships between Oxfordshire Minerals and Waste Local Plan and Other Strategies and Plans



ANNEX 1

PROFILES OF MINERALS AND WASTE DEVELOPMENT DOCUMENTS

Statement of Community Involvement

This has been replaced by the Revised Statement of Community Involvement.

Overview

Role and Subject

Oxfordshire County Council's service level agreement with stakeholders and the community covering engagement in the plan-making process and in planning applications.

Coverage The administrative area of Oxfordshire.

Status Non – Development Plan Document.

It must at least meet minimum requirements in the regulations and should have regard to the Council's corporate communications policy and the Oxfordshire Sustainable Community Strategy.

Timetable

| Stage | Dates |
|--|------------------------------|
| | |
| Commence preparation of document | Commenced March 2005 |
| | |
| Stakeholder & community engagement | Completed May – Sept 2005 |
| | |
| Consultation on draft document | Completed Sept – Oct 2005 |
| | |
| Submission to Secretary of State | Submitted February 2006 |
| | |
| Commence Independent Examination | Hearing held July 2006 |
| | |
| Receipt of Inspector's Report | Received July 2006 |
| | |
| Adoption of Statement of Community Involvement | Adopted November 2006 |

Revised Statement of Community Involvement

This replaces the Statement of Community Involvement adopted in 2006.

Overview

Role and Subject

Oxfordshire County Council's policy and standards for consultation, engagement and involvement of consultees, stakeholders and other interested members of the community in the plan-making process and planning applications.

Coverage The administrative area of Oxfordshire.

Status Non – Development Plan Document.

It must at least meet minimum requirements in the regulations and should have regard to the Council's corporate communications policy and the Oxfordshire Sustainable Community Strategy.

Timetable

| Stage | Dates |
|--|------------------------------|
| | |
| Commence preparation of document | Commenced May 2014 |
| | |
| Stakeholder & community engagement – Consultation on draft document | Completed Sept – Oct 2014 |
| | |
| Adoption of Revised Statement of Community Involvement | Adopted March 2015 |

Minerals and Waste Local Plan: Part 1 – Core Strategy

Overview

Role and Subject

Strategic document setting out the vision, objectives, spatial strategies, core policies and implementation framework for meeting known and anticipated requirements for the supply of minerals and management of waste in Oxfordshire over the period to the end of 2031. It includes minerals, waste and common core policies and spatial strategies for minerals and waste, including strategic locations for minerals and waste developments supported by criteria based policies for the identification of specific sites and the consideration of planning applications for development. The spatial strategies will be shown on a policies map (minerals) and key diagram (waste). The Core Strategy identifies significant relationships with other relevant strategies and plans and with other local authority areas. It includes policies covering all types of minerals and waste development and general development control policies.

Coverage The administrative area of Oxfordshire.

Status Development Plan Document.

It must be consistent with relevant national planning policy (particularly the NPPF and National Planning Policy for Waste), and have regard to the National Planning Practice Guidance and the Oxfordshire Sustainable Community Strategy.

Timetable

| Stage | Dates |
|--|-------------------------------|
| Commence preparation of document – Evidence gathering + Stakeholder & community engagement | Commenced March 2005 |
| Consultation on Issues & Options | Consulted June – August 2006 |
| Consultation on Initial Preferred Options | Consulted Feb – March 2007 |
| Further evidence gathering and assessment | November 2008 – December 2009 |
| Consultation on scope of Sustainability Appraisal | May 2009 |
| Stakeholder and community engagement on Revised Options and Preferred Options | February 2010 – January 2011 |

| | |
|---|--------------------------|
| Consultation on draft (preferred) Minerals and Waste Strategies | September – October 2011 |
| Consultation on revised Minerals and Waste Core Strategy | February/March 2014 |
| Published Proposed Submission Document for Representations | August 2015 |
| Submitted document to Secretary of State | December 2015 |
| Independent Examination Hearings | Held September 2016 |
| Received and Published Inspector's Report | June 2017 |
| Adoption of Core Strategy | Adopted September 2017 |

Arrangements for production

| | |
|--------------------------------|--|
| Organisational Lead | Director for Planning & Place. |
| Political Management | Cabinet Member for Environment; other County Council members involved through the Minerals & Waste Cabinet Advisory Group, Cabinet and full County Council at appropriate stages. |
| Internal Resources | MWLP Project Team (Project Manager + 2 Planning Officers) plus administrative and technical support; specialist input as required, particularly on transport, ecology and archaeology; and input from Corporate Communications Team as required. |
| External Resources | Consultant to facilitate stakeholder group meetings; Consultant to prepare Local Aggregate Assessment; Consultant to advise on Waste Needs Assessment; Consultants to advise on and undertake Sustainability Appraisal and Habitats Regulations Assessment; Consultant to undertake Strategic Flood Risk Assessments (partly in conjunction with district councils); Consultants or temporary staff to give additional capacity for workload peaks. |
| External Stakeholder Resources | Oxfordshire Partnership; Oxfordshire Growth Board; Minerals and Waste Forum (Stakeholder Group); |

Oxfordshire Minerals and Biodiversity Stakeholder Group;
South East England Aggregate Working Party;
South East Waste Planning Advisory Group;
Nuclear Legacy Advisory Forum;
Duty to Co-operate bodies.

External Community &
Stakeholder
Involvement

Consultation bodies and other stakeholders canvassed for their views on issues and options and, as appropriate, advice sought on reasonable options.

Minerals and Waste Local Plan: Part 2 – Site Allocations

Overview

Role and Subject

Document making provision and identifying specific sites for minerals and waste developments in Oxfordshire over the period to 2031 and setting out policies for control of development of those sites. It will in particular identify sites within the minerals strategy areas and in accordance with the waste strategy in the Core Strategy, in order to deliver these strategies. This document will also identify safeguarded minerals and waste sites and facilities. In addition it may include more detailed policies for making decisions on planning applications for minerals and waste and related development within identified sites and elsewhere, building on general policies in the Core Strategy.

Coverage The administrative area of Oxfordshire.

Status Development Plan Document.

It will be consistent with the Core Strategy and consistent with national planning policy (particularly the NPPF and National Planning Policy for Waste), and will have regard to the National Planning Practice Guidance and the Oxfordshire Sustainable Community Strategy.

Timetable

| Stage | Dates |
|---|--------------------------------|
| Evidence gathering, initial stakeholder and community engagement, identification of site options and initial assessment | September 2017 – February 2018 |
| Preparation of issues and options consultation document | March – May 2018 |
| Consultation on site options (Issues and Options, Regulation 18) | June – July 2018 |
| Consider consultation responses; further evidence gathering and assessment; preparation of consultation draft document | August – December 2018 |
| Consultation on draft document (Preferred Options, Regulation 18) | January – February 2019 |
| Consider consultation responses; further evidence gathering and assessment; preparation of revised document for publication | March – August 2019 |

| | |
|--|---------------------------|
| Publish proposed submission plan for representations (Regulation 19) | September - November 2019 |
| Submit plan to Secretary of State | December 2019 |
| Independent examination hearings | March 2020 |
| Receive and publish Inspector's Report | September 2020 |
| Adoption of Part 2 Plan – Site Allocations | November 2020 |

Arrangements for production

| | |
|--|--|
| Organisational Lead | Director for Planning & Place. |
| Political Management | Cabinet Member for Environment; other County Council members involved through the Minerals & Waste Cabinet Advisory Group, Cabinet and full County Council at appropriate stages. |
| Internal Resources | MWLP Project Team (Project Manager + 2 Planning Officers) plus administrative and technical support; specialist input as required, particularly on transport, ecology and archaeology; and input from Corporate Communications Team as required. |
| External Resources | Consultant to facilitate stakeholder group meetings; Consultants to advise on and undertake Sustainability Appraisal and Habitats Regulations Assessment; Consultant to undertake Strategic Flood Risk Assessments; Consultants or temporary staff to give additional capacity for workload peaks. |
| External Stakeholder Resources | Oxfordshire Partnership; Oxfordshire Growth Board; South East England Aggregate Working Party; South East Waste Planning Advisory Group; Nuclear Legacy Advisory Forum; Duty to Co-operate bodies. |
| External Community & Stakeholder Involvement | Consultation bodies and other stakeholders canvassed for their views on issues and options and, as appropriate, advice sought on reasonable options. |

Policies Map

Overview

Role and Subject

Map showing graphic expression on an Ordnance Survey base of locationally specific policies and proposals in adopted development plan documents, in particular in the Minerals and Waste Local Plan: Part 1 – Core Strategy and Part 2 – Site Allocations, and any relevant saved policies and proposals for minerals and waste. It will include spatial representation of policies and proposals for minerals and waste management development and of any other relevant policies such as environmental designations, constraints and safeguarded areas and sites.

Coverage The administrative area of Oxfordshire.

Status Integral part of Development Plan Documents.

Timetable

The Policies Map will be prepared in parallel with preparation of the Minerals and Waste Local Plan, Part 1 – Core Strategy and Part 2 – Site Allocations (see document profiles above), and will be revised as and when any other development plan document that is prepared or revised is adopted, so as to illustrate geographically the application of the policies in the document or revision.

Arrangements for production

The Policies Map will be produced when the Minerals and Waste Local Plan: Part 2 – Site Allocations is prepared and adopted and the arrangements for producing it will be as for that document (see document profiles above). The contents of the Policies Map will be shown on the Policies Maps of the District Local Plans covering Oxfordshire.

ANNEX 2

SCHEDULE OF SAVED MINERALS AND WASTE POLICIES AND THEIR PROPOSED REPLACEMENT

Oxfordshire Minerals and Waste Local Plan

| Policy No. | Subject of Policy | To be replaced / deleted | When (estimate for those marked November 2020) | Replaced in which DPD (provisional) |
|------------|----------------------------------|--------------------------|--|---|
| SD1 | Sand and gravel landbanks | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD2 | Small sand and gravel extensions | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD3 | Limestone and chalk quarries | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD4 | Ironstone extraction | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD5 | Clay extraction | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD7 | Rail head sites | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD9 | Rail head safeguarding | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD10 | Mineral safeguarding | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| SD11 | Prior extraction | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| W2 | Waste from elsewhere | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| W3 | Recycling proposals | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| W4 | Recycling in the countryside | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| W5 | Screening waste plant etc | Replaced | Replaced | Minerals and Waste Local Plan: Part 1 – Core Strategy |

| | | | | |
|------|--|----------|-------------------------|---|
| | | | September 2017 | |
| W6 | Langford Lane site | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| W7 | Landfill | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE2 | Mineral working outside identified areas | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE3 | Buffer zones | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE4 | Groundwater | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE5 | River Thames etc | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE7 | Floodplain | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE8 | Archaeological assessment | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE9 | Archaeological remains | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE10 | Woodland and forestry | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE11 | Rights of way | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE12 | Public access | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE13 | Restoration and after-use | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE14 | Nature conservation | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PE18 | Determining applications | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PB1 | Processing plant etc | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |
| PB2 | Removal of plant etc | Replaced | Replaced September 2017 | Minerals and Waste Local Plan: Part 1 – Core Strategy |

| | | | | |
|-----|---|----------|---------------|--|
| SC3 | Sutton Courtenay: traffic routeing | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SW1 | Sutton Wick: area for working | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SW2 | Sutton Wick: access restriction | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SW3 | Sutton Wick: access requirement | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SW4 | Sutton Wick: rate of production | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SW5 | Sutton Wick: after-uses | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH1 | Stanton Harcourt: areas for working | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH2 | Stanton Harcourt: Sutton bypass | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH3 | Stanton Harcourt: traffic routeing | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH4 | Stanton Harcourt: traffic routeing requirements | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH5 | Stanton Harcourt: after-uses | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| SH6 | Stanton Harcourt: after-use management | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| CY1 | Cassington – Yarnton: area for working | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| CY2 | Cassington – Yarnton: conveyors and haul routes | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| CY3 | Cassington – Yarnton: after-uses | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |
| CY4 | Cassington – Yarnton: pedestrian and cycle routes | Replaced | November 2020 | Minerals and Waste Local Plan: Part 2 – Site Allocations |

DRAFT

Alternative Formats of this publication can be made available on request. These include other languages, large print, Braille, audio cassette, computer disk or e-mail

**Minerals & Waste Planning Policy Team
Communities
Oxfordshire County Council
County Hall
Oxford
OX1 1ND**

www.oxfordshire.gov.uk

| |
|-----------------|
| Division(s): NA |
|-----------------|

CABINET – 19 DECEMBER 2017

OXFORDSHIRE LOCAL AGGREGATE ASSESSMENT 2017

Report by Director for Planning & Place

Introduction

1. Under the Government's National Planning Policy Framework, March 2012 (NPPF), the County Council must prepare an annual Local Aggregate Assessment (LAA). The LAA is a key part of the evidence base for the Minerals and Waste Local Plan. It establishes the amount of provision for mineral working that should be made in the plan, thereby providing a foundation for the minerals strategy and associated policies. It can also be a material consideration in the determination of planning applications. The first Oxfordshire LAA was approved by the Cabinet in November 2014 and published on the Council website. This remains the current Oxfordshire LAA.

Revised Local Aggregate Assessment 2017

2. The LAA 2014 was a key part of the evidence base for the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy, which was adopted in September 2017. It was based on data up to the end of 2013 and was prepared with technical support from consultants LUC and Cuesta Consulting. It sets the basis for the amounts of provision to be made for the working of aggregate minerals in policy M2 of the Core Strategy.
3. A full revision of the LAA has not previously been carried out, mainly due to resources having to be focused on preparation and examination of the Core Strategy, but updated information on sales and reserves of aggregates in Oxfordshire for 2014, 2015 and 2016 has been collected and published on the Council website. Following the adoption of the Core Strategy, a revised LAA should now be produced, taking into account this more up to date information.
4. A draft revised LAA 2017 has been prepared by updating and amending the previous LAA 2014 and is attached as Annex 1.

Local Aggregate Assessment 2014

5. Government policy in the NPPF is that the starting point for the LAA is the 10-year sales average (of minerals extracted in the county) but that other relevant local information must also be considered. The LAA 2014 was prepared in accordance with this national policy.
6. Oxfordshire's aggregate mineral resources – sharp sand and gravel, soft sand and crushed rock (limestone) – are of strategic importance and serve not only local but also wider markets. The LAA 2014 set out the position of Oxfordshire

as a source and producer of aggregate minerals, including secondary and recycled materials, and provided a detailed analysis of the supply of aggregates in and to the county over the previous 10 years. It considered a number of factors affecting supply and demand, which were identified as other relevant local information that should be taken into account. It assessed each of these factors in terms of whether they justified deviation from the 10 year sales average figures.

7. The analysis of other relevant local information indicated that the Oxfordshire sales over the 10 year period under-represented the actual demand position. This was identified as being due to temporary commercial decisions to mothball quarries in Oxfordshire and concentrate production in other locations, particularly Gloucestershire (sharp sand and gravel) and Somerset (crushed rock). Consequently, Oxfordshire moved from being a net exporter of sand and gravel to being a net importer in 2009. This compounded the national decline in sales over the 10 year period that reflected the general reduction in demand for construction materials resulting from the recession.
8. In addition to the commercial decisions of quarry operators, the LAA 2014 identified the increased demand for aggregates expected to result from economic growth, population growth and housing construction, and major infrastructure projects and key developments as pointing to a need for future provision to be at a higher level than the 10 year sales average. The LAA 2014 therefore concluded that it would be unwise to rely solely on the 10 year sales average as a guide for future provision in Oxfordshire.
9. The consultants that advised the Council on the LAA 2014 acknowledged it was difficult to quantify the effect of future increased demand for aggregates on the levels of provision required, but they calculated upward adjustments of the 10 year (2003 – 2012) average sales figures for sharp sand and gravel and for crushed rock by relating past sales in Oxfordshire to those in England as a whole. For soft sand it was concluded that the 10 year sales average was the appropriate level. The resultant LAA 2014 levels are shown in the table that follows paragraph 14 below.
10. It was assumed that the increased demand for aggregates from expected growth in Oxfordshire would at least to some extent be accommodated by these adjustments but it was recognised that it is possible that future demand could exceed the adjusted levels. The LAA 2014 therefore recommended that provision for the Minerals and Waste Local Plan period (to 2031) was initially set at these adjusted levels but that actual sales are monitored annually and that, if new evidence indicates increased demand, these levels of provision be reviewed. This is in line with the NPPF policy for LAAs to be prepared annually and with requirements for local plans to be monitored regularly and reviewed when necessary.

Draft Revised Local Aggregate Assessment 2017

11. The draft revised LAA 2017 at Annex 1 includes updated information on sales of aggregates in Oxfordshire for 2014, 2015 and 2016. Over the 10 year

period used as a base for the LAA 2014, sales of minerals from Oxfordshire's quarries fell. In particular, sales of sharp sand and gravel fell 66% from 2004 to 2013. Since then, sales of sharp sand and gravel increased substantially in 2014 and 2015, although they were still below the LAA 2014 level, and then fell back again in 2016. The 10 year sales average for sharp sand and gravel has continued to fall, as the much higher levels of sales in the early 2000s have fallen out of the rolling 10 year period. However, the 3 year sales average has increased and, despite falling back, sales in 2016 were above the 10 year average and close to the 3 year average.

12. The decrease in sales of sharp sand and gravel in 2016 was mostly accounted for by a temporary cessation of working at one quarry (Bridge Farm) due to an operational issue. During that period the operator concerned made up supply by temporarily increasing imports from outside Oxfordshire. It is understood that this quarry is now back in full operation. An additional quarry (extension to Caversham) has come into operation in 2017 and it is likely that Oxfordshire's sales will have increased again this year.
13. Sales of soft sand in 2014 – 2016 were consistently above the 10 year sales average and LAA 2014 level. Sales of crushed rock in 2014 – 2016 were well above the LAA 2014 level and the 10 year sales average has increased.
14. The LAA 2014 levels, 2016 sales and current 10 year and 3 years sales averages for sharp sand and gravel, soft sand and crushed rock are set out for comparison in the table below. Detailed figures of sales over the period 2003 – 2016 are contained in Tables 3.1, 3.2 and 3.6 respectively in section 3 of the LAA at Annex 1.

| Mineral Type | LAA 2014 level | Sales in 2016 | 10 year sales average 2007 – 2016 | 3 year sales average 2014 – 2016 |
|--------------------------------------|----------------|---------------|-----------------------------------|----------------------------------|
| All figures in million tonnes a year | | | | |
| Sharp sand & gravel | 1.015 | 0.651 | 0.595 | 0.686 |
| Soft sand | 0.189 | 0.227 | 0.184 | 0.230 |
| Crushed rock | 0.584 | 0.715 | 0.565 | 0.897 |

15. The draft revised LAA 2017 gives updated sales of recycled and secondary aggregates. Recorded sales dropped in 2014 but increased in 2015 and again in 2016. However, information is not complete as the survey only covers known fixed sites and not all operators responded to the survey. Total capacity at recycled and secondary aggregate production facilities in the county was over 1 million tonnes a year in 2016. Detailed figures are shown in Table 3.17 in section 3 and Table 2.7 in section 2 of the LAA at Annex 1.
16. The draft revised LAA 2017 also includes updated information on imports, exports and consumption of primary aggregates in Oxfordshire, with figures for 2014 now available. (Equivalent information on recycled and secondary

aggregates is not available.) This shows that between 2009 and 2014, exports of sand and gravel out of Oxfordshire increased and imports fell; and the county changed back to being a net exporter. For crushed rock, exports increased but imports increased to a greater extent, with the county continuing to be a significant net importer. Consumption of aggregates in Oxfordshire increased substantially. Detailed figures are shown in Table 3.10 and the subsequent tables in section 3 of the LAA at Annex 1.

17. Taking into account all the updated information, the draft revised LAA 2017 concludes that the analysis and conclusions in the LAA 2014 still hold. Expectations of increasing growth and development in Oxfordshire, and consequent demand for construction aggregates, have not diminished. Notwithstanding the fall in sales of sharp sand and gravel in 2016 and the further fall in the 10 year sales average, it is considered to be too early in the monitoring period for the Core Strategy to change to the LAA provision level. It is also considered to be too early to change the LAA provision levels for soft sand and crushed rock, notwithstanding the increases in sales since 2013.
18. The draft revised LAA 2017 sets out the permitted reserves at Oxfordshire's quarries at the end of 2016, in Tables 3.4 and 3.8 in section 3 of the LAA at Annex 1. Based on continued use of the LAA 2014 provision levels, the landbank of permitted reserves at the end of 2016 was:
 - Sharp sand and gravel – 11.2 years;
 - Soft sand – 7.1 years;
 - Crushed rock – 14.6 years.
19. Taking into account the permitted reserves at the end of 2016 and also sales in 2014, 2015 and 2016, on the basis that the LAA 2014 provision levels are carried forward into the revised LAA 2017 the remaining supply requirement for the period to 2031 that the Minerals and Waste Local Plan needs to make provision for are:
 - Sharp sand and gravel – 5.979 million tonnes;
 - Soft sand – 1.371 million tonnes (reduced to nil when further permissions in 2017 are included);
 - Crushed rock – no requirement.

Consultation with Aggregate Working Party

20. The NPPF requires mineral planning authorities to participate in an Aggregate Working Party and to take the advice of that Working Party into account in preparing their LAA. The Council is a member of the South East Aggregate Working Party (SEEAWP), which includes all mineral planning authorities in the South East and representatives of the minerals industry. SEEAWP considered an earlier draft of the revised Oxfordshire LAA 2017, without the conclusions on LAA provision levels, at a meeting on 6 November. The advice of SEEAWP is that the current LAA rates are appropriate and should remain unchanged but that the issue should be monitored. In coming to this conclusion, SEEAWP particularly noted that “it would be premature to change the LAA rate for sharp sand and gravel based on reduced sales in a single year in the light of the recent adoption of the Mineral and Waste Local Plan

Core Strategy. It also took into consideration that the new reserves at Caversham had only just commenced working and that could increase sales.

21. In addition, the duty to co-operate introduced by the Localism Act 2011 applies to the preparation of the LAA since it supports the Minerals and Waste Local Plan. In addition to involvement in SEEAWP, regular engagement and discussion will continue with adjoining mineral planning authorities outside the SEEAWP area and with other, more distant authorities from which Oxfordshire imports significant quantities of aggregate. It is not expected that any significant new strategic issues will be raised at this stage, given that the Core Strategy has only recently been adopted.

Minerals and Waste Cabinet Advisory Group

22. Revision of the LAA has been discussed at meetings of the Minerals and Waste Cabinet Advisory Group, initially on 27 September and then in greater depth on 23 November 2017.
23. The views of CAG members were divided. Some members disagreed with the officers' conclusions and in particular noted:
- there has been a reduction in the use of extracted aggregates as there are alternative sources available such as marine aggregates;
 - more use is being made of recycled and secondary aggregates;
 - overall there is less gravel being used in building;
 - the usage requirement per house or per person needs to be known in order to make sense of using housing or population forecasts to forecast demand for gravel; and
 - continued use of the LAA 2014 figures is unjustifiable; the LAA 2014 level is 80% above the 10 year average and 70% above the 2016 sales figure and to stick with 1.015 mtpa when the 10 year average is 0.595 mtpa would be unbelievable.
24. The view of some other CAG members was that LAA figures should remain unchanged this year and the matter should be considered again next year, after a further period of monitoring of sales and other data.
25. In a vote at the 23 November meeting: four members supported the LAA 2017 being taken forward for Cabinet decision with the provision level figures unchanged, for review next year; two members were against this and wanted the figures to be reviewed now; and there was one abstention.

Conclusion

26. Taking into account all the updated information, I consider that the approach and methodology used in the LAA 2014 continues to be robust and defensible and that the resultant analysis and conclusions continue to hold. Therefore, notwithstanding the fall in sales of sharp sand and gravel in 2016 and the further fall in the 10 year sales average, I believe that the provision levels in the LAA 2014 continue to be appropriate and that they should be carried forward in the revised LAA 2017. In my view these figures continue to provide

a sound basis for aggregate minerals provision in the Minerals and Waste Local Plan (as in the adopted Core Strategy) and also for calculating the Oxfordshire landbank. I therefore consider that the draft revised LAA 2017 at Annex 1 should be agreed and published as the Oxfordshire LAA for 2017.

Financial and Staff Implications

27. The Minerals & Waste Plan is included within the work priorities of the Communities Directorate and is being progressed within the existing mainstream budget for the Council's minerals and waste policy function. In addition, a special reserve was created to help fund the abnormal costs of plan preparation (including the commissioning of specialist technical evidence studies) and independent examination. £122,000 remains in the reserve, for preparation of the Site Allocations plan. The LAA forms part of this work-stream and it does not raise any additional financial or staffing implications.

Equalities Implications

28. None have been specifically identified.

Legal Implications

29. Under the Planning and Compulsory Purchase Act 2004 (as amended) and the NPPF, the County Council is required to prepare, monitor and, as necessary, review a minerals and waste local plan. An annual LAA, as required by the NPPF, is an essential part of the evidence base for a "sound" minerals and waste local plan and is also needed to enable the plan to be monitored.

Risk Management

30. Having an up to date and robust LAA in place is necessary for the effective monitoring of the adopted Core Strategy and to provide an indicator for when consideration needs to be given to review of the plan. It will assist the preparation of the Site Allocations plan including in helping the Council to demonstrate that the Core Strategy continues to provide a sound basis for it. It will be an important factor in the determination of planning applications for mineral working where the size of the landbank is a material consideration.

RECOMMENDATION

31. **The Cabinet is RECOMMENDED to**
 - (a) **approve the Oxfordshire Local Aggregate Assessment 2017 at Annex 1 for use as the basis for provision for mineral working in the Oxfordshire Minerals and Waste Local Plan and for calculating the Oxfordshire landbank;**

- (b) authorise the Director for Planning and Place in consultation with the Cabinet Member for Environment to make any necessary minor corrections and amendments and publish the Oxfordshire Local Aggregate Assessment 2017 on the Council website.**

SUSAN HALLIWELL
Director for Planning & Place

Background papers:

- i. Draft Oxfordshire Local Aggregate Assessment 2017, October 2017 as considered by the South East England Aggregate Working Party on 6 November 2017.
- ii. Letter and accompanying draft minute from the South East England Aggregate Working Party dated 2 December 2017 giving the advice of the Working Party on the draft Oxfordshire Local Aggregate Assessment 2017 as considered at its meeting on 6 November.

All background papers are kept in the Minerals and Waste Policy Team at County Hall, Oxford

Contact Officer: Peter Day – Minerals and Waste Policy Team Leader
peter.day@oxfordshire.gov.uk, Tel: 07392 318899

November 2017

This page is intentionally left blank

Oxfordshire Minerals and Waste Local Plan

DRAFT OXFORDSHIRE LOCAL AGGREGATE ASSESSMENT 2017

December 2017

DRAFT

Oxfordshire Local Aggregate Assessment 2017

Approved by Oxfordshire County Council Cabinet INSERT DATE

Prepared by Oxfordshire County Council

December 2017 (including previous work in 2014 by LUC and Cuesta Consulting Limited)

Published by Oxfordshire County Council INSERT DATE

Contents

| | |
|--|-----------|
| List of Definitions and Acronyms | 4 |
| 1 Introduction | 6 |
| Project Brief | 6 |
| Background to Managed Aggregate Supply System | 6 |
| Background and Purpose of the Local Aggregate Assessment | 7 |
| Approach to the LAA | 8 |
| LAA Structure | 9 |
| 2 Aggregates in Oxfordshire | 10 |
| Geology of Oxfordshire | 10 |
| Sand and Gravel | 10 |
| Soft Sand | 13 |
| Crushed Rock | 14 |
| Secondary and Recycled Aggregates | 16 |
| 3 Past Supplies of Aggregates | 23 |
| Introduction | 23 |
| Sharp Sand and Gravel | 24 |
| Soft Sand | 27 |
| All Sand and Gravel | 29 |
| Crushed Rock | 31 |
| Exports, Imports and Consumption of Primary Aggregates | 35 |
| Imports of Crushed Rock by Rail | 43 |
| Secondary and Recycled Aggregates | 44 |
| 4 Factors Affecting Supply and Demand | 46 |
| Introduction | 46 |
| Local Supply Factors | 46 |
| Local Demand Factors | 54 |
| Import and Export Factors | 61 |
| Summary | 62 |
| 5 Future Provision | 64 |
| Sand and Gravel | 65 |
| Crushed Rock | 66 |
| Shortfalls and Allocations | 66 |
| 6 Conclusions | 68 |
| Appendices | |
| Appendix 1: Sand and Gravel, and Crushed Rock Sites in Oxfordshire | 60 |
| Appendix 2: Linear Trend Analysis | 67 |
| Appendix 3: Population and Housing Figures | 73 |

List of Definitions and Acronyms

The Local Aggregate Assessment uses the following terminology throughout this report:

- **Alternative aggregates** - A general term which can be used to refer to anything other than primary, land-won aggregates. It can include secondary, recycled and sometimes marine aggregates.
- **Apportionment** - the quantity of aggregate for which provision needs to be made in plans within each Mineral Planning Authority in order both to satisfy local needs and to contribute fairly towards National (and former Regional) expectations of future demand.
- **Landbank** - Landbank is a measure of the stock of permitted reserves expressed in terms of the number of years that these would allow production for at a given average rate of extraction. It is a theoretical measure of the life of the reserves if these were to be worked at a consistent annual rate.
- **Land-won aggregates** - Primary aggregates extracted from land.
- **Marine aggregates** - Primary aggregates dredged from the sea, almost exclusively sand and gravel.
- **MCDHW Volume 1 SHW Series 800 Type 1 aggregate** – Are unbound mixtures of aggregate that are used in the sub-base of roads. Materials include crushed rock, crushed slag, crushed concrete and well-burnt, non-plastic shale - but sand and gravels are excluded.
- **Primary aggregates** - These are aggregates produced from naturally occurring mineral deposits, extracted specifically for use as aggregate and used for the first time. They are produced either from rock formations that are crushed to produce 'crushed rock' aggregates, from naturally occurring sand and gravel deposits, or solid formations to produce soft sand.
- **Recycled aggregates** - Aggregate materials recovered from construction and demolition processes and from excavation waste on construction sites.
- **Secondary aggregates** - Aggregates derived as a by-product of other quarrying and mining operations or industrial processes, including colliery spoil, china clay waste, slate waste; power station ashes, incinerator bottom ashes and similar products.
- **Sharp sand and gravel** - Sharp sand tends to be relatively coarse and the component grains are more angular than soft sand (see below). Such sands are typically deposited within river channels, rather than in oceans, and are generally found, as part of a sequence of mixed sand & gravel, within river floodplains, river terraces, and (in areas which have been glaciated) within other types of deposit. As the name implies they have a sharper texture than soft sands and, although they can be used as building sand, they are generally not preferred for that purpose because they produce less 'workable' mortars, unless special additives are included in the mix, adding to the cost. They are better

suited to use within concrete products, not least because they usually occur in conjunction with gravels which provide the coarse aggregate component of the concrete mix.

- **Soft Sand** - Soft sand is generally fine-grained sand in which the individual grains are well-rounded, imparting a relatively soft texture and free-flowing nature to the sand. Such sands are commonly deposited in marine environments, where constant movement by the sea results in the rounding, polishing and sorting of the grains. The characteristics of such sands lend themselves especially to products which are required to 'flow' or be easily 'workable' by hand when they are being used - particularly mortars, but also plaster, in the case of very fine grained sand. These are collectively known as 'building sand'. Soft sand may also be used in asphalt products where it is used to stiffen the bitumen binder, and in concrete products - although sharp sand is more commonly used for that purpose.

The Local Aggregates Assessment uses the following acronyms throughout this report:

- **AMRI** – Annual Minerals Raised Inquiry Surveys
- **AWP** – Aggregate Working Party
- **BGS** – British Geological Survey
- **CLG** – Communities and Local Government
- **GDP** – Gross Domestic Product
- **LAA** – Local Aggregates Assessment
- **MASS** – Managed Aggregates Supply System
- **MPAs** – Mineral Planning Authorities
- **Mt** – Million tonnes
- **mtpa** – Million tonnes per annum
- **MWLP** – Minerals and Waste Local Plan
- **NPPF** – National Planning Policy Framework
- **OCC** – Oxfordshire County Council
- **PPG** – Planning Practice Guidance
- **RAWP** – Regional Aggregate Working Parties
- **ROMP** – Review of Old Mineral Permissions
- **SEEAWP** – South East of England Aggregate Working Party
- **SHMA** – Strategic Housing Market Assessment

1 Introduction

Project Brief

- 1.1 LUC and Cuesta Consulting were commissioned in August 2014 by Oxfordshire County Council (OCC) to prepare the Oxfordshire Local Aggregate Assessment (LAA) 2014. This LAA 2017, produced by OCC, is an update of the LAA 2014, using the most recent data sources. OCC are required to prepare an annual LAA as prescribed by paragraph 145 of the National Planning Policy Framework (NPPF).
- 1.2 In September 2017, OCC adopted the Minerals and Waste Local Plan Part 1 – Core Strategy, which covers the period to 2031. The Oxfordshire LAA 2014 was a key part of the evidence base for the Core Strategy, providing a basis for the levels of provision for aggregate minerals supply in policy M2. This updated LAA will be used by the Council in monitoring the Core Strategy.
- 1.3 This 2017 LAA report reviews and updates previous work and data that informed the previous LAA, and reviews national and local information which has informed the analysis and approach undertaken to forecasting the demand for aggregates in Oxfordshire. The Oxfordshire LAA 2017 has been prepared in accordance with the the NPPF and the national online Planning Practice Guidance¹ (PPG).

Background to Managed Aggregate Supply System

- 1.4 The Managed Aggregate Supply System is a process which was initially introduced following the recommendations in the 1976 report of the Advisory Committee on Aggregates chaired by Sir Ralph Verney.
- 1.5 Paragraph 060 of the PPG defines the Managed Aggregates Supply System (MASS) as seeking to “*ensure a steady and adequate supply of aggregate mineral, to handle the significant geographical imbalances in the occurrence of suitable natural aggregate resources, and the areas where they are most needed*”².
- 1.6 The national online PPG requires Mineral Planning Authorities (MPAs) which have adequate resources of aggregates to make an appropriate contribution to national as well as local supply, while making due allowance for the need to control any environmental damage to an acceptable level. It also ensures that areas with smaller amounts of aggregate make some contribution towards meeting local and national need, where that can be done sustainably.³
- 1.7 MASS works through national, sub-national and local partners working together to deliver a steady and adequate supply of aggregates, as follows:
 - At local level, MPAs are expected to prepare LAAs, to assess the demand for and supply of aggregates;

¹ Available at: <http://planningguidance.planningportal.gov.uk/>

² Available at: <http://planningguidance.planningportal.gov.uk/blog/guidance/minerals/planning-for-aggregate-minerals/the-managed-aggregate-supply-system/>

³ Available at: <http://planningguidance.planningportal.gov.uk/blog/guidance/minerals/planning-for-aggregate-minerals/the-managed-aggregate-supply-system/>

- at sub-national level, MPAs belong to and are supported by Aggregate Working Parties, who produce fit-for-purpose and comprehensive data on aggregates covering specific geographical areas; and
- at national level, there exists the National Aggregate Co-ordinating Group, who monitor the overall provision of aggregates in England.

Background and Purpose of the Local Aggregate Assessment

- 1.8 The requirement to produce an annual LAA was introduced through the publication of the NPPF, which states in paragraph 145 that *“minerals planning authorities should plan for a steady and adequate supply of aggregates by preparing an annual LAA, either individually or jointly by agreement with another or other mineral planning authorities, based on a rolling average of 10 years sales data and other relevant local information, and an assessment of all supply options (including marine-dredged, secondary and recycled sources)”*.⁴
- 1.9 The NPPF also requires that the LAA should take account of the advice of the relevant Aggregates Working Party (AWP) - in this case the South East England AWP (SEAWP).
- 1.10 Paragraph 061 of the PPG (revision date 06/03/2014) defines the LAA as *“an annual assessment of the demand for and supply of aggregates in a MPAs area”*.⁵ It is important to note the annual nature of the LAA, which allows the information that informs the assessment to be updated regularly throughout the plan period, ensuring that changing local factors can be taken into account.
- 1.11 The Oxfordshire LAA includes the following three elements as outlined in paragraph 062 of the PPG⁶:
- Forecast of the demand for aggregates based on both the rolling average of 10-years sales data and other relevant local information;
 - an analysis of all aggregate supply options, as indicated by landbanks, mineral plan allocations and capacity data e.g. marine licences for marine aggregate extraction, recycled aggregates and the potential throughputs from wharves. This analysis should be informed by planning information, the aggregate industry and other bodies such as local enterprise partnerships; and
 - an assessment of the balance between demand and supply, and the economic and environmental opportunities and constraints that might influence the situation. It should conclude if there is a shortage or a surplus of supply and, if the former, how this is being addressed.
- 1.12 As advised by paragraph 063 of the PPG, Oxfordshire’s LAA considers all relevant aggregate supply options, including:
- recycled aggregates;
 - secondary aggregates;

⁴ DCLG. National Planning Policy Framework, March 2012.

⁵ Available at: <http://planningguidance.planningportal.gov.uk/blog/guidance/minerals/planning-for-aggregate-minerals/local-aggregate-assessments/>

⁶ Available at: <http://planningguidance.planningportal.gov.uk/blog/guidance/minerals/planning-for-aggregate-minerals/local-aggregate-assessments/>

- marine aggregates;
- imports into and exports out of the MPA area; and
- land won resources.

1.13 Reference has been made to the sources of information listed in paragraph 065 of the PPG, which are relevant to the preparation of LAAs. This includes, but is not limited to:

- The Annual Minerals Raised Inquiry Survey, which sets out sales of each type of mineral in Great Britain;
- the four-yearly Aggregate Minerals Surveys on the sales, movement, consumption and permitted reserves of aggregate minerals;
- local data on the arisings of and recovery/disposal routes of Construction and Demolition waste, including inert waste used to restore mineral sites. This includes data available from the Environment Agency;
- the Annual Report of the Aggregate Working Party, which sets out sales of aggregates, aggregate mineral reserves, local information on Construction and Demolition waste, secondary aggregates, and planning permissions;
- any Annual Monitoring Reports prepared by mineral planning authorities setting out the effectiveness of mineral policy and providing information to be used in reviewing and preparing new policies;
- published National and Sub National Guidelines on future aggregates provision (DCLG Guidelines); and
- data and information on mineral resources held by the British Geological Survey and the Crown Estate.

1.14 Other sources of information include:

- Construction forecasts and other national economic forecasts.
- Past and anticipated rates of development in the County, including housing market projections.
- Oxfordshire Economic Assessments and Strategic Economic Plans.
- National Infrastructure Plans.
- National and local population forecasts.
- Other public sources of information e.g. Minerals UK, and MPA web sites.
- Direct information from Oxfordshire County Council, including duty-to-cooperate information.

Approach to the LAA

1.15 This assessment has been carried out fully in accordance with the above-mentioned requirements and guidance. Sales data for the preceding 10 year period (2007 to 2016, inclusive) have been used to provide a 'baseline' assessment. Where relevant, baseline information from the 2014 LAA has been used for comparison. Consideration has then been given to the various sources of 'relevant local information', other supply options and DCLG Guidelines, in order to determine

whether or not future provision may need to be higher or lower than that indicated by the historical sales data.

- 1.16 Given that the historical sales represent clear, factual information, a key aspect of the assessment has been that any departure from this baseline would need to be justified by clear and robust evidence, in order to underpin the soundness of the resulting conclusions on requirements for future provision (and thus for monitoring and any consequent review of the Core Strategy).
- 1.17 Where supporting data is absent, incomplete or unreliable, it has been discussed but has not been used to influence the final recommendations.

LAA Structure

- 1.18 The remainder of this report is structured as follows:

Chapter 2: Aggregates in Oxfordshire including geological resource, existing sites and permitted reserves.

Chapter 3: Past supplies of aggregates including sales, landbank, exports, imports and consumption.

Chapter 4: Factors affecting supply and demand including local supply and local demand factors, and import and export factors.

Chapter 5: Future Provision.

Chapter 6: Conclusions.

2 Aggregates in Oxfordshire

Geology of Oxfordshire

- 2.1 Oxfordshire is rich in mineral resources. Those which are used for primary aggregate production comprise extensive alluvial sand and gravel resources along the River Thames and its tributaries, smaller deposits of glacio-fluvial sand and gravels in the north east of the county, deposits of soft sand mainly in the south west, and extensive areas of limestone in the north west and of ironstone in the north. The latter are utilised for the production of relatively low grade crushed rock aggregates, and form an important part of the supply of these materials within the South East of England as a whole, but are significantly weaker than the harder crushed rocks in areas such as Somerset, South Gloucestershire and Leicestershire, which have to be imported for more demanding applications.
- 2.2 Oxfordshire also produces some secondary aggregates and a wide range of recycled aggregate materials.

Sharp Sand and Gravel

Geological Resource

- 2.3 Natural sand and gravel resources within Oxfordshire can be sub-divided into fluvial (river terrace) and glacio-fluvial resources; **Figure 2.1** at the end of this chapter shows the location of sand and gravel resources in Oxfordshire.
- 2.4 River terraces occur at several levels above the modern floodplains within the Thames, Evenlode, Windrush and Thame valleys and their minor tributaries. The sands and gravels within these terraces comprise unconsolidated materials laid down by rivers and streams since the end of the last ice age about 10,000 years ago. River terrace deposits are an important resource in the county since they generally have a lower content of fines (silt & clay), compared to the older glacio-fluvial sediments. The oldest terraces are higher above the present course of the rivers and much of their deposits are above the water table, whereas younger terraces at a lower elevation generally extend below the water table and can therefore be more costly to extract because of the need for dewatering and associated management of environmental impacts. In each case, the deposits comprise sequences of well-sorted and bedded sands and gravels with thicknesses of up to a few metres.
- 2.5 Deposits of glacio-fluvial sand and gravel are located in the north east of the county and in an area to the east of Wallingford, along the foothills of the Chiltern Hills. These were deposited by glacial melt-waters during the ice ages, the last of which ended around 10,000 years ago.
- 2.6 Glacio-fluvial sand and gravels are normally of poorer quality and much more variable than the more recent terrace deposits. This is because they are less well sorted and the proportion of fines tends to be higher. However, in Oxfordshire they

contain flint and quartzite gravels which can be of higher quality (harder and more durable) than those found elsewhere in the country.

- 2.7 To date, sand and gravel working has been concentrated within the Thames Valley and its major tributaries, to the west and south of Oxford and this has had a profound and lasting impact on the landscape in some areas such as the Lower Windrush Valley. There are, however, still significant, economically viable unworked resources in the Thames, Lower Windrush, Lower Evenlode and Lower Thame valleys.
- 2.8 In the far west of the county along the Thames Valley there are further significant resources but vehicular access to this rural area is relatively poor, distances from markets are greater and no working has hitherto taken place.
- 2.9 Sand and gravel resources associated with minor tributaries of the Thames such as the River Cherwell in the north of the county and the River Ock in the south west are incidental in nature and of no strategic importance. They are either limited in spatial extent, are thin and/or may have a high silt content.
- 2.10 A much older (Cretaceous) deposit known as the Faringdon Sponge Gravel Formation outcrops within a small area near Faringdon. This is quite different to the Quaternary deposits referred to above and comprises red and yellow gravels with fossils and fossil fragments most of which are sponges, overlain by clayey sands and capped by ferruginous sands and sandstones. It is quarried to the south of Faringdon.

Existing Sites (sharp sand and gravel)

- 2.11 In Oxfordshire there are currently ten sites with planning permission for sharp sand and gravel extraction. Information on these sites is summarised in Table 2.1, including the operator and a summary of the current status of each site (more detailed information on these sites is presented in Table 1 in Appendix 1).

Table 2.1: Active and Permitted Sharp Sand and Gravel Extraction Sites in Oxfordshire, including Operators and Current Status (Source: OCC)

| Site | Operator | Current Status at September 2017 |
|------------------------|---------------------|---|
| Cassington | Hanson Aggregates | Inactive: reserve remaining under plant site. |
| Caversham | Lafarge Tarmac | Inactive at 31.12.2016: existing quarry areas worked out; permission granted on 20.08.14 for 1.86 million tonnes extension; commenced in August 2017. |
| Finmere | Opes Industries | Inactive: intermittent small scale past working; reserve remaining. |
| Gill Mill, Ducklington | Smiths Bletchington | Active: biggest quarry in county; large reserve remaining; 5.0 million tonnes extension permitted in June 2015. |
| Moorend Fam, | David Einig | Active: very small site. |

| Site | Operator | Current Status at September 2017 |
|------------------------------------|-----------------------|--|
| Thame | Contracting | |
| Stanton Harcourt (Stonehenge Farm) | Hanson Aggregates | Inactive: original quarry worked out; extension of 1.55 million tonnes permitted on appeal 08.10.10; permission commenced but reserve remains. |
| Sutton Courtenay (Bridge Farm) | Hanson Aggregates | Active: fully operational after periods of mothballing and spasmodic working but production has fluctuated for operations reasons. Extension application for 0.5 million tonnes awaiting determination. |
| Sutton Wick | Curtis & Sons | Active: small output site; small reserve remaining beneath the plant site; extension for 0.35 million tonnes permitted in 2016. |
| Thrupp Lane, Radley | Tuckwell & Sons | Inactive: Estimated 0.85 to 1 million tonnes confirmed as a permitted reserve but under ROMP procedure has gone into suspension and cannot be worked until new conditions have been approved; therefore not currently included as part of permitted reserve or landbank. |
| Faringdon Quarry | Grundon Sand & Gravel | Active: new quarry permitted June 2016 (formerly regarded as extension to Wicklesham Quarry). |

Permitted Reserves

- 2.12 Total permitted reserves of sharp sand and gravel in Oxfordshire at the end of 2016 were 11.383 mt, as shown in **Table 2.2** below. This is taken from the South East of England Aggregate Working Party (SEAWP) Aggregates Monitoring Survey 2016 calculated using annual operator returns. The actual operator returns for individual quarries cannot be presented due to confidentiality.
- 2.13 Production capacity is also relevant, as a large amount of reserve in a quarry with only a low production rate will make a smaller contribution to annual supply than equivalent reserves in a high producing quarry. Over 50% of permitted reserves are held in one quarry (Gill Mill), which could limit overall output from the County. In addition, approximately 15% of the sharp sand and gravel reserves are held in two quarries (Cassington and Stanton Harcourt) that were mothballed during the recession and are currently inactive. This has reduced the quantity of available reserves that can contribute to Oxfordshire's supply, thereby reducing sales from the County due to commercial decisions by operators. However, OCC have been informed by operators that extraction may recommence at these sites in the future. Caversham quarry, which has a permitted extension for 1.86 million tonnes (16% of total permitted reserves), was inactive until August 2017, which has also contributed to lower sales figures in previous years.

Table 2.2: Sharp Sand and Gravel Permitted Reserves at 31/12/16 (million tonnes) (Source: SEEAWP Aggregates Monitoring Survey 2016)

Sharp Sand and Gravel Permitted Reserves at 31/12/16 (million tonnes)

11.383 mt

Soft Sand

Geological Resource

- 2.14 There are several formations of weak (poorly consolidated) sandstone of Lower Cretaceous to Jurassic age in Oxfordshire which are worked for building sand. **Figure 2.2** at the end of this chapter shows the soft sands in the county. The Horsehay Sand Formation within the Great Oolite Group (Middle Jurassic) outcrops in a limited area in the north of the county and is quarried near Duns Tew. It consists of a medium to fine grained quartzose sand up to 7m thick.
- 2.15 The Kingston formation of the Corallian Group (Upper Jurassic) outcrops in the southern and central part of Oxfordshire and runs west-south-west to east-north-east from Faringdon to the north east of Oxford. The whole formation is up to 30m thick, although the principal resource, the Highworth Grit, is only part of the formation and probably has a maximum thickness of 10-20m. The Highworth Grit consists mainly of medium-grained quartzose sand and is currently quarried in the Hatford/Shellingford & Tubney areas.
- 2.16 Some building sand is also extracted from the Faringdon Sponge Gravel Formation, referred to earlier.

Existing Sites

- 2.17 In Oxfordshire there are currently six sites with planning permission for soft sand extraction. Information on these sites is summarised in Table 2.3, including the operator and a summary of the current status of each site (more detailed information on these sites is presented in Table 2 in Appendix 1).

Table 2.3: Active and Permitted Soft Sand Extraction Sites in Oxfordshire, including Operators and Current Status (Source: OCC)

| Site | Operator | Current Status |
|---------------------------|--------------------------------|--|
| Chinham Fm / Chinham Hill | Hills Quarry Products | Active: sand & limestone; permission granted in 2017 for extension for 1.6 million tonnes of soft sand extraction. |
| Duns Tew | Smiths Bletchington | Active: Permission granted in 2017 for 0.415 million tonnes extension. |
| Hatford | Hatford Quarry Ltd (Earthline) | Active: sand & limestone. |

| Site | Operator | Current Status |
|--------------|---------------------------|---|
| Shellingford | Multi-Agg Ltd (Earthline) | Active: sand and limestone; permissions granted 28.04.11 for deepening and eastern extension, total 1.05 million tonnes sand & 1.225 million tonnes limestone, requires extraction to end by 31.12.20 in eastern extension area and 31.12.28 in existing quarry area. |
| Upwood | Hills Quarry Products | Active: sand and limestone; large remaining reserve (over 50% of total Oxfordshire soft sand permitted reserve). |
| Faringdon | Grundon Sand & Gravel | Active: sharp sand & gravel and soft sand: new quarry permitted June 2016 (formerly regarded as extension to Wicklesham Quarry). |

Permitted Reserves

- 2.18 Total permitted reserves of soft sand in Oxfordshire at the end of 2016 were 1.341 mt, as shown in **Table 2.4** below. This is taken from the SEEAWP Aggregates Monitoring Survey 2016 calculated using annual operator returns. The actual operator returns for individual quarries cannot be presented due to confidentiality. However, total production capacity is also relevant, as a large amount of reserve in a quarry with only a low production rate will make smaller contribution to annual supply than equivalent reserves in a high producing quarry. Approximately 55% of Oxfordshire's soft sand reserves are contained in one site (Upwood), which could limit overall output from the County.

Table 2.4: Soft Sand Permitted Reserves at 31/12/16 (million tonnes) (Source: SEEAWP Aggregates Monitoring Survey 2016)

Soft Sand Permitted Reserves at 31/12/16 (million tonnes)

1.341 mt

Crushed Rock

Geological Resource

- 2.19 **Figure 2.3** at the end of this chapter shows the limestone and ironstone resources in Oxfordshire. The Great Oolite Group runs north east to south west across northern Oxfordshire. It includes the Chipping Norton limestone, a medium to coarse grained oolitic limestone which forms an extensive plateau, which is up to 10.7m thick near Chipping Norton. It thins towards the north east and east.
- 2.20 The Great Oolite Group also includes the White Limestone Formation which is a pale grey to off-white or yellowish fine grained limestone, which outcrops extensively across Oxfordshire. It is currently worked in quarries in the north east of the county at Ardley, and in the far west of the county near Burford, primarily for aggregate use.

- 2.21 The Corallian Group is a complex succession of interdigitating limestones, marls, sandstones, sands, siltstones, silts, spiculites and mudstones, which outcrops in the southern/central part of Oxfordshire. Within it, the Stanford Formation comprises limestones interbedded with marls and mudstone, which lies above the sand at Bowling Green and Shellingford. The limestones have historically been considered as overburden to the soft sand beneath; they are different to those in the White Limestone Formation. At Hatford, a harder limestone, the Highworth Limestone Member, is quarried from below the sand and can be used to produce MCDHW Volume 1 SHW Series 800 Type 1 aggregate⁷.
- 2.22 Ironstone, which is a high iron content ooidal limestone, occurs in the Marlstone Rock Formation, which comprises limestones inter-bedded with ferruginous calcareous sandstone and ferruginous mudstone beds. It outcrops extensively in the far north of the county, and is worked to the west of Banbury.

Existing Sites

- 2.23 In Oxfordshire there are currently 10 active sites, and two inactive, with planning permission for crushed rock extraction. The operator and current status of each site is provided in **Table 2.5**.

Table 2.5: Active and Permitted Crushed Rock Extraction Sites in Oxfordshire, including Operators and Current Status

| Site | Operator | Current Status |
|---------------------------|--------------------------------|----------------|
| Alkerton | Peter Bennie Ltd | Inactive |
| Ardley / Dewars Farm | Smiths & Sons Bletchington Ltd | Active |
| Burford | Smiths & Sons Bletchington Ltd | Active |
| Chinham Fm / Chinham Hill | Hills Quarry Products Ltd | Active |
| Hatford | Hatford Quarry Ltd | Active |
| Rollright Quarry Phase 1 | Hanson Aggregates | Inactive |
| Rollright Quarry Phase 2 | Smiths & Sons Bletchington Ltd | Active |
| Shellingford | Multi-Agg Ltd | Active |
| Shipton on Cherwell | Earthline | Active |
| Upwood | Hills Quarry Products Ltd | Active |
| Whitehill | Smiths & Sons Bletchington Ltd | Active |

⁷ Unbound mixtures of aggregate that are used in the sub-base of roads. Materials include crushed rock, crushed slag, crushed concrete and well-burnt, non-plastic shale - but sand and gravels are excluded.

| Site | Operator | Current Status |
|----------------|------------------|----------------|
| Wroxton Fields | Peter Bennie Ltd | Active |

Permitted Reserves

- 2.24 Permitted reserves of crushed rock in Oxfordshire, as reported in the SEEAWP Aggregates Monitoring Survey 2016, are shown in **Table 2.6** below.

Table 2.6: Crushed Rock Permitted Reserves at 31/12/16 (million tonnes)
(Source: SEEAWP Aggregates Monitoring Survey 2016)

Crushed Rock Permitted Reserves at 31/12/16 (million tonnes)

8.545 mt for aggregate use.

Secondary and Recycled Aggregates

- 2.25 Until it ceased operation in March 2013, the only source of secondary aggregate within Oxfordshire was power station ash from Didcot A power station. In August 2014, incinerator bottom ash began to be produced from the recently built energy from waste facility at Ardley; providing approximately 75,000 tonnes per year of secondary aggregates. However, the two types of secondary aggregate have different end uses: generally, power station ash is used for block making and incinerator bottom ash is used for the sub-base in road construction.
- 2.26 In terms of recycled aggregates, Oxfordshire is witnessing the creation of an increasing number of sites/facilities and an increasing number of operators using washing plants. Whilst this is perhaps indicative of a rising trend in the production of recycled aggregates, and an increasing level of sophistication in producing higher quality recycled products, only limited information is available to confirm the quantities actually being produced (this is considered in **Chapter 3**, below). The following data relates only to the level of recycling capacity, which is likely to be greater than the actual level of production. As recorded by the SEEAWP Aggregates Monitoring Survey, Oxfordshire's capacity to produce recycled and secondary aggregate in 2016 was approximately 874,000 tonnes per annum. This is a slight increase from 2015 (851,000 tonnes per annum) but a decrease from 2013 (973,000 tonnes per annum)⁸⁹. However, the SEEAWP surveys do not get a full response from all operators and therefore the recorded capacity figures are likely to be lower than the actual figures.
- 2.27 **Table 2.7** below presents a fuller picture, showing the estimated capacity for the production of recycled and secondary aggregates at each site in 2016, divided between operational and non-operational sites. Of a total capacity of approximately 1,208,000 per annum, 1,028,000 tonnes per annum is at operational facilities and 180,000 tonnes per annum is currently non-operational. Of the operational capacity, the capacity of sites with planning permission to the end of the plan period

⁸ SEEAWP Aggregates Monitoring Survey 2016. Figure includes both CD&E waste and industrial/mineral waste.

⁹ The total capacity of 874,000 tpa is lower than that included in Table 2.7 (1,120,000tpa) as the total of 874,000 tpa is based on operator returns to the 2016 South East Aggregates Monitoring Survey; whereas the total in Table 2.7 has been calculated by OCC using information from planning applications and permissions.

(2031) or beyond is 669,000 tonnes per annum, whereas the capacity of sites with permissions that expire before the end of 2031 is 359,000 tonnes per annum.¹⁰

Table 2.7: Estimated Capacity in Oxfordshire for the Production of Recycled and Secondary Aggregates in Oxfordshire at end of 2016 (tonnes per annum) (Source: OCC, Statement for Core Strategy Examination, M2/1, August 2016, updated October 2017)

| Facility Name | Operator | Planning Life | Production Capacity (tpa) |
|---|---|---------------|---------------------------|
| Operational Recycled Aggregate Production Facilities with Permanent consent or Time-Limited consent to end of Plan Period (2031) | | | |
| Grove Industrial Park | Aasvogel | Permanent | 40,000 |
| Rear of CEMEX batching plant, Hardwick | Fergal Contracting | Permanent | 20,000 * |
| Drayton Depot | Oxfordshire CC Highways (road planings) | Permanent | 20,000 |
| Ferris Hill Farm, Hook Norton | Matthews / Banbury Skips | Permanent | 1,000 * |
| Hundridge Farm, Ipsden, Wallingford | G D Parker / Onsyany Skips | Permanent | 5,000 |
| Lakeside, Standlake (Micks Skips) | Micks Skips | Permanent | 2,000 |
| Newlands Farm, Milton Road, Bloxham | Smiths of Bloxham | Permanent | 32,000 |
| New Wintles Farm, Eynsham | Einig (formerly McKenna) | Permanent | 170,000 * |
| Playhatch Quarry, Playhatch | Grabloader | Permanent | 70,000 * |
| Rumbold's Pit, Ewelme | Hazell & Jeffries | Permanent | 20,000 |
| Sandfields Farm, Over Norton | K J Millard | Permanent | 9,600 * |
| Shipton Hill, Fulbrook | Hickman Brothers | Permanent | 9,000 |
| Thames Water Depot, Kidlington | Clancy Docwra | Permanent | 20,000 |

¹⁰ From Mater 2 – OCC Statement for Examination M2/1.

| | | | |
|---|--|-----------|----------------|
| Worton Farm, Cassington | M&M Skip Hire (also recorded as Einig) | Permanent | 48,000 |
| Gill Mill Quarry, Ducklington | Smiths of Bletchington | 2040 | 120,000 |
| Ewelme No.2 Landfill | Grundon | 2031 | 8,000 |
| Total Operational Production Capacity at Recycled Aggregate Production Facilities available throughout the Plan period | | | 594,600 |
| Operational Recycled Aggregate Facilities with Time-Limited consent ending before end of Plan Period (2031) | | | |
| Dix Pit Complex | Sheehan | 2029 | 98,000 |
| Upwood Quarry, Besselsleigh | Hills Quarry Products | 2029 | 8,000 |
| Shipton on Cherwell Quarry | Earthline | 2025 | 75,000 * |
| Prospect Farm, Chilton | Raymond Brown | 2022 | 35,000 |
| Shellingford Quarry | Earthline | 2021 | 60,000 * |
| Enstone Airfield | Markham Farms / Einig | 2021 | 20,000 * |
| Total Operational Recycled Aggregate Capacity at Time-Limited Facilities | | | 296,000 |
| Total Operational Recycled Aggregate Production Capacity | | | 890,600 |

| Facility Name | Operator | Planning Life | Production Capacity (tpa) |
|---|---|----------------------|----------------------------------|
| Operational Secondary Aggregate Facilities with Permanent consent or Time-Limited consent to end of Plan Period (2031) | | | |
| Ardley ERF (IBAA facility) | Raymond Brown (IBAA) | 2049 | 75,000 |
| Operational Secondary Aggregate Facilities with Time-Limited consent ending before end of Plan Period (2031) | | | |
| Sutton Courtenay | Hanson (reject building blocks & concrete used in block making) | 2030 | 62,500 * |

| | | | |
|--|---|------|----------------|
| Burford Quarry (Pavestone factory) | Pavestone / Smiths (broken blocks etc from factory) | 2024 | 500 |
| Total Operational Secondary Aggregate Capacity at Time-Limited Facilities | | | 63,000 |
| Total Operational Secondary Aggregate Capacity | | | 138,000 |

| | | |
|--|--|------------------|
| Overall Total Operational Capacity at 'Permanent' Facilities | | 669,600 |
| Overall Total Operational Capacity at Time-Limited Facilities | | 359,000 |
| Overall Total Operational Capacity | | 1,028,600 |

Non-Operational Facilities

| Facility Name | Operator | Planning Life | Production Capacity (tpa) |
|---------------------------------------|---------------------------------|---------------|---------------------------|
| Appleford Sidings | Hanson (rail ballast recycling) | Permanent | 100,000 |
| Blackstone Farm, Blackthorn | N Mauger (not yet commenced) | Permanent | 15,000 |
| Lakeside Park, Standlake (ETHOS) | Ethos Recycling | Permanent | 25,000 |
| Old Brickworks Farm, Bletchington | M R Miller (not yet commenced) | 2017 | 40,000 |
| Total Non-Operational Capacity | | | 180,000 |

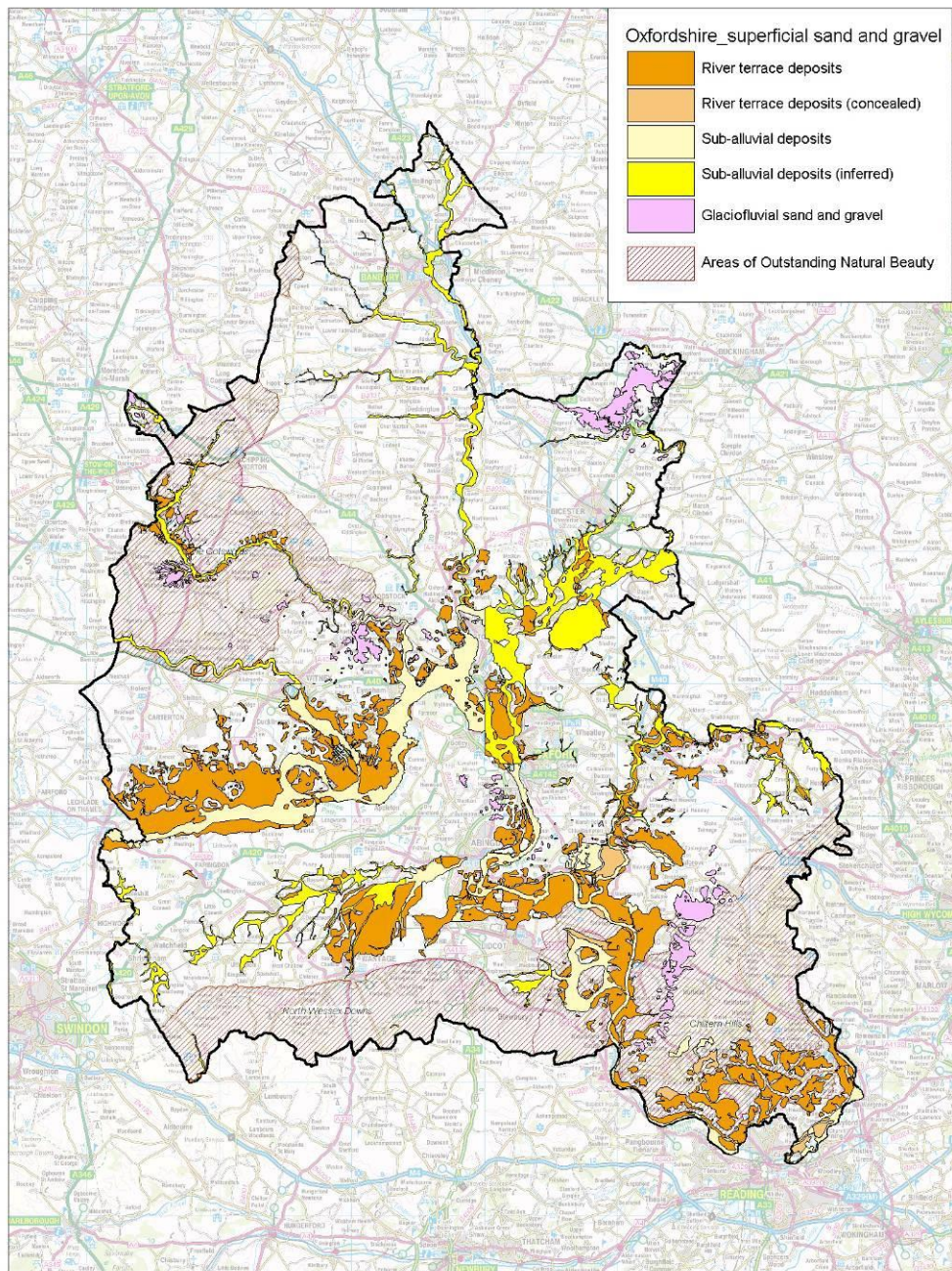
Operational and Non-Operational Facilities

| | |
|---|--------------------------------------|
| Total Operational and Non-Operational Capacity (tpa) | 1,220,000 1,028,600 |
|---|--------------------------------------|

* Updated estimate October 2017

Figure 2.1: Sand and gravel deposits in Oxfordshire

Oxfordshire sand and gravel deposits

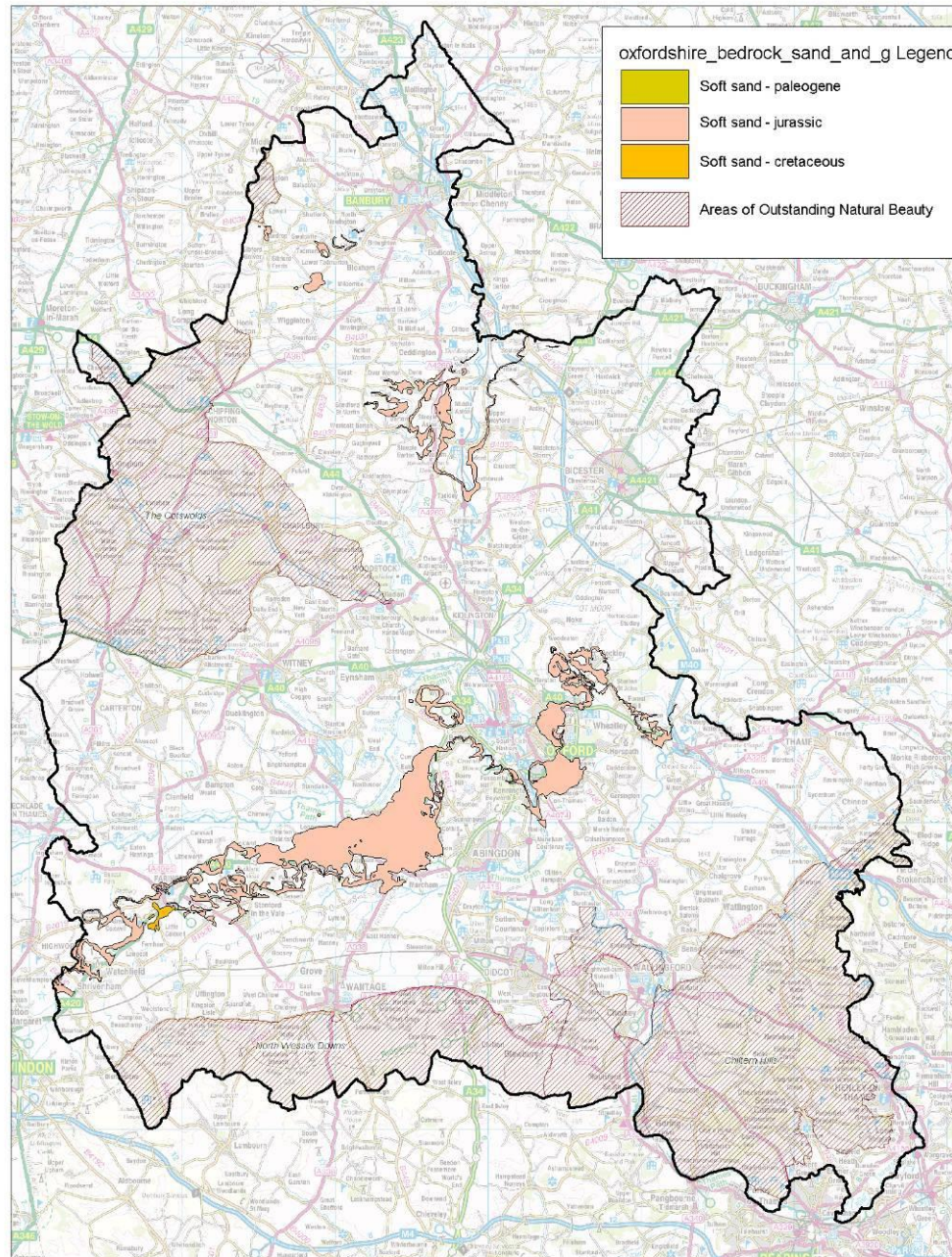


Reproduced from Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.

Oxfordshire County Council Licence number 100023343

Figure 2.2: Bedrock (soft) sand deposits in Oxfordshire

Oxfordshire bedrock sand deposits

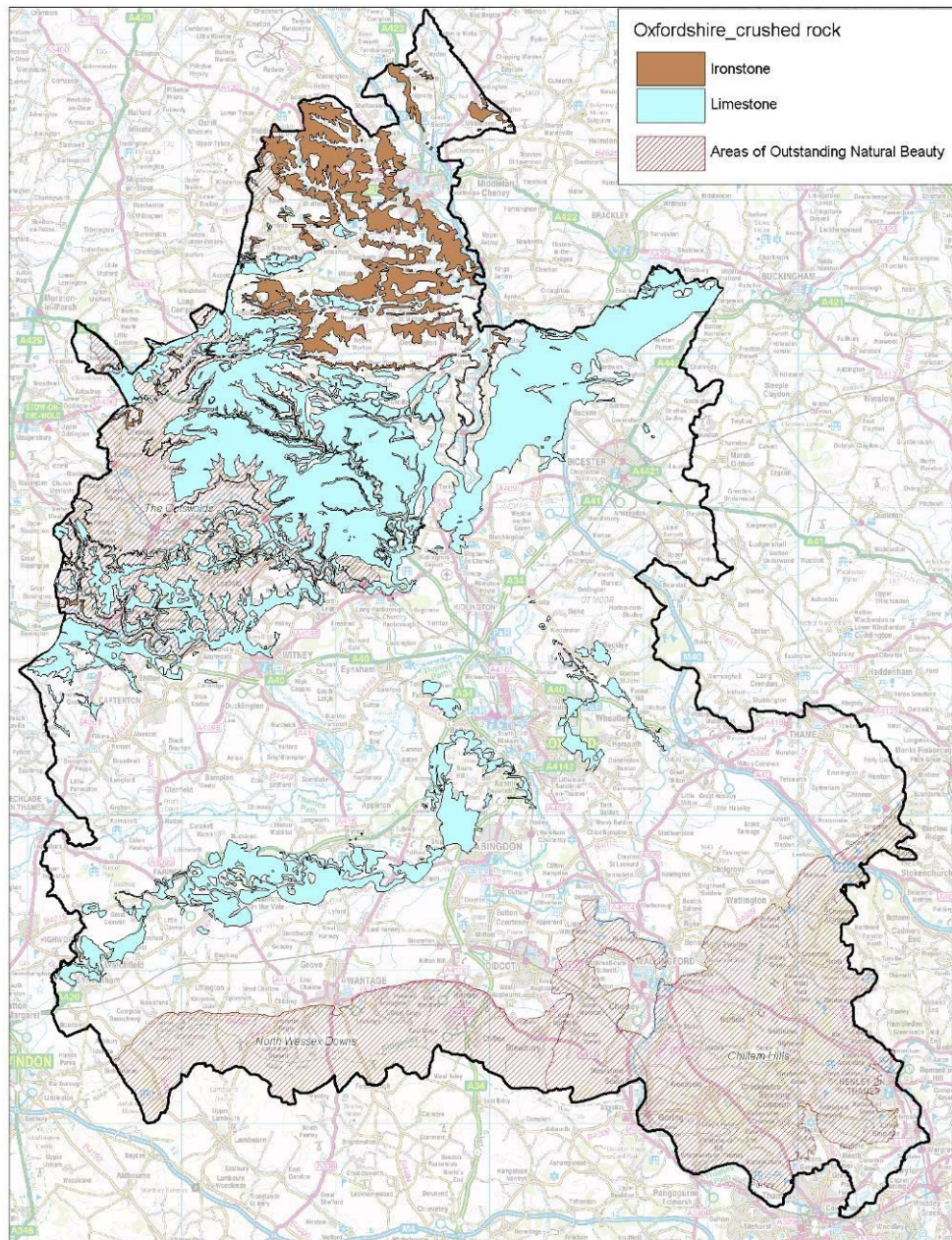


Reproduced from Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.

Oxfordshire County Council Licence number 100023343

Figure 2.3: Crushed rock (limestone and ironstone) deposits in Oxfordshire

Oxfordshire crushed rock resources



Reproduced from Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.

Oxfordshire County Council Licence number 100023343

3 Past Supplies of Aggregates

Introduction

- 3.1 This section of the LAA describes the past supply patterns of aggregates in Oxfordshire. For each of the types of primary aggregate (sharp sand and gravel; soft sand; and crushed rock) and for secondary and recycled aggregate, data on past sales from within, and imports to and exports from, Oxfordshire are provided. Information presented in this Chapter has been derived from the SEEAWP Aggregates Monitoring Surveys collected by OCC, and from the government Annual Minerals Raised Inquiry Surveys (AMRI)¹¹.
- 3.2 Comparisons are also made with the levels of 'apportionment' for aggregate production in Oxfordshire as identified in the former South East Plan (also known as the Regional Spatial Strategy for the South East). Apportionments were the quantities of aggregate for which provision needed to be made in plans within each MPA in order both to satisfy local needs and to contribute fairly towards National and Regional expectations of future demand.
- 3.3 Prior to the introduction of LAAs through the NPPF in March 2012, the guidance on the provision for aggregates that each region should plan for was issued by Central Government, which was subsequently sub-apportioned at the Regional level to Mineral Planning Authorities through the Regional Spatial Strategy. The apportionment figures were for total sand and gravel sales, and therefore related to sharp sand and gravel and soft sand combined.
- 3.4 Under the NPPF the apportionments indicated by the relevant Aggregates Working Party, and the current National and Sub-National Guidelines, as published by CLG can be used as sources of information to assist the preparation of LAAs¹². The sub-regional apportionment figures for the South East were included in Policy M3 of the South East Plan, which was revoked in March 2013. Prior to that, when in 2010 the government announced the revocation of regional strategies, MPAs were advised that they could choose to use alternative figures for their planning purposes if they had new or different information supported by a robust evidence base (letter from CLG Chief Planning Officer dated 6th July 2010¹³).
- 3.5 In Oxfordshire there are two conflicting sources for the 'top-down' apportionment figures:
- Policy M3 of the South East Plan (published in May 2009 but subsequently abolished in March 2013) required Oxfordshire to provide for 1.82 million tonnes per annum (mtpa) of sand & gravel (including soft sand), and 1.0 mtpa of crushed rock.

¹¹ DCLG. Minerals Extraction in Great Britain, Business Monitor PA1007. Available at: <https://www.gov.uk/government/collections/minerals>

¹² As stated in paragraph 065 of the PPG - <http://planningguidance.planningportal.gov.uk/blog/guidance/minerals/planning-for-aggregate-minerals/local-aggregate-assessments/>

¹³ Available at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7995/100706-Letter_to_Chief_PlanningOfficers-Revocation_of_Regional_Strategies.pdf

- The Secretary of State's proposed changes to policy M3 (in March 2010) proposed the apportionment figures for Oxfordshire should be revised to 2.1 mtpa for sand & gravel and 0.66 mtpa for crushed rock: a net reduction overall and a shift in the balance between the two different types of aggregate. Although the South East Plan itself was subsequently revoked, along with all other Regional Spatial Strategies in England, it is those revised figures which were proposed for use by South East planning authorities in the CLG Chief Planning Officers letter of 6th July 2010.

3.6 However, the proposed changes were never formally adopted in the South East Plan before it was abolished and therefore did not become policy. For this reason, the original apportionments in Policy M3 of the South East Plan are used for the purpose of information and comparison within this assessment.

Sharp Sand and Gravel

Past Sales

3.7 Sales of sharp sand and gravel from quarries in Oxfordshire and England, and the Oxfordshire sales as a percentage of England sales, for the period 2003 – 2016 are shown in **Table 3.1**. These figures are from aggregates monitoring surveys undertaken annually by the County Council on behalf of the SEEAWP, and AMRI Surveys.

Table 3.1: Sales of Sharp Sand and Gravel 2003 – 2016 (million tonnes)
(Sources: SEEAWP Aggregates Monitoring Surveys, and AMRI Surveys)

| | Oxfordshire Sharp Sand & Gravel Sales (million tonnes) ¹⁴ | England Sharp Sand & Gravel Sales (million tonnes) ¹⁵ | Oxfordshire's sales as a percentage of England's sales ¹⁶ |
|------|--|--|--|
| 2003 | 1.372 | 48.674 | 2.82% |
| 2004 | 1.184 | 51.591 | 2.29% |
| 2005 | 1.090 | 48.109 | 2.27% |
| 2006 | 0.983 | 46.316 | 2.12% |
| 2007 | 0.893 | 44.52 | 2.01% |
| 2008 | 0.629 | 41.527 | 1.51% |
| 2009 | 0.462 | 31.705 | 1.46% |
| 2010 | 0.455 | 31.794 | 1.43% |
| 2011 | 0.489 | 31.392 | 1.56% |

¹⁴ Source: Mineral Extraction in Great Britain survey, Table 2 "Sand and Gravel for Construction". Please note that 2014 is the most recent published report.

¹⁵ As above. Table 2.

¹⁶ Figures include data for marine dredged material. This data is allocated to the county in which the port of landing is situation.

| | Oxfordshire Sharp Sand & Gravel Sales (million tonnes) ¹⁴ | England Sharp Sand & Gravel Sales (million tonnes) ¹⁵ | Oxfordshire's sales as a percentage of England's sales ¹⁶ |
|--|--|--|--|
| 2012 | 0.559 | 28.702 | 1.95% |
| 2013 | 0.401 | 30.634 | 1.31% |
| 2014 | 0.639 | 33.831 | 1.89% |
| 2015 | 0.768 | 2015 figures not available | |
| 2016 | 0.651 | 2016 figures not available | |
| Rolling 10 year annual average, 2003 - 2012 | 0.812 | 40.433 | 2.01% |
| Rolling 10 year annual average, 2004 - 2013 | 0.715 | 38.629 | 1.85% |
| Rolling 10 year annual average, 2005 - 2014 | 0.660 | 36.853 | 1.79% |
| Rolling 10 year annual average, 2006 – 2015 | 0.628 | n/a | n/a |
| Rolling 10 year annual average, 2007 – 2016* | 0.595 | n/a | n/a |
| Average of last 3 years 2014 – 2016 | 0.686 | n/a | n/a |

* The 10 year annual average for Oxfordshire's sharp sand & gravel sales from from 2007 to 2016 has been used as the 'baseline' for historical sales, as this is the 10 year period of most recent sales data available for Oxfordshire. Previous rolling averages from 2003 are included for comparison.

- 3.8 Sales of sharp sand and gravel in Oxfordshire fell year on year from 2003 to 2010, with a slight resurgence in 2011 and 2012, before falling again in 2013. Sales increased sharply in 2014 and 2015 but fell back in 2016, although still being the second highest annual level of sales since 2007. Based on linear trend analysis (provided in **Appendix 2**), the average rate of decline over the period 2007 to 2016 in Oxfordshire was 0.0025 mtpa, giving a total decline of 0.0225mtpa over the 10 year period (9 intervals of decline)¹⁷. This represents an average decline of 3.7%

¹⁷ This is a more reliable measure of the trend than simply comparing the individual figures for 2007 and 2016

over the baseline period. Comparison between Oxfordshire and England sales figures can only be made up to 2014, because England figures are not available on the same basis for 2015 and 2016. From 2007 – 2014 the average rate of decline in Oxfordshire was 0.031mtpa giving a total decline of 0.217mt for the eight year period (7 intervals of decline), an average decline of 32.2% over this period. In England over the same period, the average rate of decline was 1.651 mtpa, a total of 11.56mt (28.9%), a similar percentage to Oxfordshire.

- 3.9 The figures demonstrate that the average decline in Oxfordshire's sales of sharp sand and gravel from 2007 – 2014 was approximately the same than was the case for England as a whole. More recent figures are available for Oxfordshire, which show that based on the last 10 years (2007 – 2016), average sales declined by 3.7% from the beginning of the period, indicating that more recent sales have increased such that the rate of decline has reduced.
- 3.10 Three sharp sand and gravel quarries in Oxfordshire operated by Oxfordshire's previous largest producer (Hanson) reduced/suspended operations during the recession. The quarries in question were Sutton Courtenay, Cassington and Stanton Harcourt. Production stopped at Sutton Courtenay in 2004 and at Cassington and Stanton Harcourt Quarries in 2008/2009. As well as contributing to the overall steeper decline of sales in Oxfordshire, compared with England at that time (76% for Oxfordshire compared with 56% for England for the period 2003 – 2012, LAA 2014), these changes are also likely to account for the particularly marked reductions from 2003 to 2004, and from 2007 to 2008 as shown in **Table 3.1**. Intermittent working recommenced at Sutton Courtenay Quarry from 2007, however, its sales were well below capacity until it became fully operational again towards the end of 2013. The closure of Caversham Quarry during 2013 due to exhaustion of reserves in 2012, pending grant of permission for an extension (approved in August 2014 but not commenced until 2017), is also likely to have affected the total sales in 2013.
- 3.11 There was a 15% fall in sales of sharp sand and gravel from quarries in Oxfordshire from 2015 to 2016. Most of this decrease was accounted for by sales at one quarry - Bridge Farm, Sutton Courtenay. Discounting this one quarry, the Oxfordshire decrease was not dissimilar to a general small decrease in sales of sharp sand and gravel across the South East of England. Hanson, the operator of Sutton Courtenay Quarry, have informed the County Council that the fall in sales at this quarry in 2016 was caused primarily by a break in production whilst they awaited the determination and issue of the planning permission to work the full depth of gravel in Phase 4b at Bridge Farm; the permission was issued on 17th May 2016. The shortfall in supply from Bridge Farm was made up by increased imports of marine dredged material, delivered by rail from East London into Appleford Sidings, Sutton Courtenay Depot; crushed rock (limestone) is also imported by rail into this depot, from Somerset, and to can be used to substitute for sand and gravel. Sales of sand and gravel extracted from Bridge Farm, Sutton Courtenay Quarry in 2017 to date have returned nearly to the level in 2015, although sales to external customers have been slowed slightly to husband the remaining reserve pending planning permission being issued for the extension to Bridge Farm Quarry (which is awaiting completion of a legal agreement).
- 3.12 Other local factors that may have influenced the overall decline in sharp sand and gravel include the time taken to determine planning applications (although this is not thought to have been a significant factor in more recent years), and potential

operational constraints. However, it is more difficult to identify the extent to which or if and when these factors affected past sales in Oxfordshire.

- 3.13 Previously, Oxfordshire's sales of sharp sand and gravel declined far more steeply than for England as a whole, although more recently (2007 – 2014), the decrease has been more similar.

Soft Sand

Past Sales

- 3.14 Sales of soft sand from quarries in Oxfordshire and England, and the Oxfordshire sales as a percentage of England sales, for the period 2003–2016 are shown in **Table 3.2**. These figures are from aggregates monitoring surveys undertaken annually by the County Council on behalf of the SEEAWP, and AMRI surveys.

Table 3.2: Sales of Soft Sand 2003–2016 (million tonnes) (Sources: SEEAWP Aggregates Monitoring Surveys, and AMRI Surveys)

| | Oxfordshire Soft Sand Sales (million tonnes) ¹⁸ | England Soft Sand Sales (million tonnes) ¹⁹ | Oxfordshire's sales as a percentage of England's sales. |
|------|--|--|---|
| 2003 | 0.234 | 11.300 | 2.07% |
| 2004 | 0.295 | 11.144 | 2.65% |
| 2005 | 0.199 | 10.817 | 1.84% |
| 2006 | 0.183 | 9.832 | 1.86% |
| 2007 | 0.166 | 9.992 | 1.66% |
| 2008 | 0.151 | 8.607 | 1.75% |
| 2009 | 0.165 | 6.105 | 2.70% |
| 2010 | 0.142 | 4.929 | 2.88% |
| 2011 | 0.201 | 5.197 | 3.87% |
| 2012 | 0.155 | 4.527 | 3.42% |
| 2013 | 0.165 | 5.221 | 3.16% |
| 2014 | 0.230 | 4.954 | 4.64% |
| 2015 | 0.233 | 2015 figures not available | n/a |

¹⁸ SEEAWP Survey Returns for Oxfordshire

¹⁹ AMRI Survey Results

| | Oxfordshire Soft Sand Sales (million tonnes) ¹⁸ | England Soft Sand Sales (million tonnes) ¹⁹ | Oxfordshire's sales as a percentage of England's sales. |
|---|--|--|---|
| 2016 | 0.227 | 2016 figures not available | n/a |
| Rolling 10 year annual average (2003 – 2012) | 0.189 | 8.246 | 2.34% |
| Rolling 10 year annual average (2004 – 2013) | 0.182 | 7.637 | 2.38% |
| Rolling 10 year annual average (2005 – 2014) | 0.176 | 7.018 | 2.51% |
| Rolling 10 year annual average (2006 - 2015) | 0.179 | n/a | n/a |
| Rolling 10 year annual average (2007 - 2016)* | 0.184 | n/a | n/a |
| Average of last 3 years 2014 – 2016 | 0.230 | n/a | n/a |

* The 10 year annual average for Oxfordshire's soft sand sales from 2007 to 2016 has been used as the 'baseline' for historical sales, as this is the 10 year period of most recent sales data available for Oxfordshire. Previous rolling averages from 2003 are included for comparison.

- 3.15 Over the last 10 years, there has been an overall increase in the sales of soft sand in Oxfordshire. Linear trend analysis (provided in **Appendix 2**) over the period 2007 to 2016 reveals an average rate of increase of 0.0089 mtpa for Oxfordshire, representing a total of 0.0801mt, or 55.9% increase on average over this period. Comparison between Oxfordshire and England sales figures can only be made up to 2014, because England figures are not available on the same basis for 2015 and 2016. From 2007 – 2014 the average rate of increase in Oxfordshire was 0.0065mtpa giving a total increase of 0.0455mt for the eight year period, equating to a 30.5% increase on average. In England over the same period, sales declined at the average rate of 0.675 mtpa, giving a total decline of 4.725mt. This represents an average decline of 55% over the period. The Oxfordshire annual sales increased after 2013, with sales in 2014, 2015 and 2016 being steady at almost the same level as in 2003.
- 3.16 It is not clear why the national figures have declined markedly, while Oxfordshire sales have increased. In the 2014 LAA, the previous baseline period (2003 – 2012) showed that average sales had decreased both for Oxfordshire and England as a whole. More recently, as shown by the 10 year baseline for this LAA (2007 – 2016), the average trend has been for increasing sales of soft sand in Oxfordshire.

All Sand and Gravel

Comparison between Past Sales and Sub-Regional Apportionment

- 3.17 **Table 3.3** compares combined sales of sand and gravel against the sub-regional apportionment for Oxfordshire that would have applied for each year over the 'baseline' period - 2007 to 2016. The apportionment was not a production target, but a guide to the level of provision required, based on a 'top-down' analysis from central Government and the Aggregate Working Parties. Since 2007, sales have fallen from being 58% of the apportionment amount to only 48% in 2016 (although sales did rise to 55% of the apportionment in 2015).
- 3.18 Over the baseline period as a whole (2007 - 2016), the average annual production of all sand & gravel in Oxfordshire was 0.778 mtpa. This represents only 43% of the apportionment for the County in the former South East Plan.

Table 3.3: Comparison of Oxfordshire's Sales of Sand and Gravel and Apportionment 2004 – 2013 (million tonnes) (Source: SEEAWP Aggregates Monitoring Surveys)

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Total Sand & Gravel Sales | 1.479 | 1.289 | 1.166 | 1.059 | 0.780 | 0.627 | 0.597 | 0.690 | 0.714 | 0.566 |
| Oxfordshire Apportionment (million tonnes per annum) | 2.0 | 2.0 | 1.82 | 1.82 | 1.82 | 1.82 | 1.82 | 1.82 | 1.82 | 1.82 |
| Sales as a percentage of Apportionment | 74% | 65% | 64% | 58% | 43% | 34% | 33% | 38% | 39% | 31% |

| | 2014 | 2015 | 2016 |
|--|-------|-------|-------|
| Total Sand & Gravel Sales | 0.869 | 1.001 | 0.879 |
| Oxfordshire Apportionment (million tonnes per annum) | 1.82 | 1.82 | 1.82 |
| Sales as a percentage of Apportionment | 48% | 55% | 48% |

- 3.19 The historic decline in Oxfordshire's sand and gravel sales as a percentage of the apportionment, as shown in **Table 3.3**, is likely to be due to a number of reasons. Clearly, the recent prolonged recession has played a major part, but this does not fully explain why it was still so low from 2010 - 2013, when the economy in general

began to recover. As noted earlier, this may be because of the commercial decisions by quarry operators to mothball certain sites and delay the commencement of production at others, focusing instead on importing aggregates from larger and more efficient quarries in other counties. More recently, Oxfordshire's sand and gravel sales as a percentage of the apportionment have increased to 48% in 2016, although this is still lower than the percentage at the start of the baseline period (2007) of 58%.

- 3.20 As discussed more fully in **Chapter 4**, these commercial decisions by operators appear to have influenced the supply pattern beyond the end of the recession (up to at least 2013), but do not necessarily represent a permanent 'step-change' and should not be relied upon as a guide to the requirements for future provision. Reliance on the reduced level of sales as a guide to future production requirements would be likely to risk under-provision in future years, which in turn could impede Oxfordshire's plans for economic growth.

Reserves and Landbank

- 3.21 A landbank, with respect to land-based primary aggregate, is simply a stock of mineral reserves with planning permission for extraction. Permitted reserves of sand and gravel in Oxfordshire, as at the end of 2016, are shown in **Table 3.4** below.

Table 3.4: Permitted reserves of sand and gravel in Oxfordshire at 31.12.2016 (Source: SEEAWP Aggregates Monitoring Survey 2016)

| | Permitted Reserves at 31.12.2016 (million tonnes) |
|-----------------------|---|
| Sharp Sand and Gravel | 11.383 mt |
| Soft Sand | 1.341 mt |
| Total Sand and Gravel | 12.724 mt |

- 3.22 The landbank is a measure of the stock of permitted reserves expressed in terms of the number of years that these would allow production for at a given average rate of extraction. It is a theoretical measure of the life of the reserves if these were to be worked at a consistent annual rate. The rate that is assumed for this purpose has, in the past, usually been the annualised level of apportionment for each MPA, as advised by the former Regional Aggregate Working Parties (RAWPs) and/or included in the former Regional Strategies, based on sub-division of the Regional totals given in CLG's Guidelines. Since the introduction of the NPPF, and in accordance with the national Planning Practice Guidance, the landbank should be based on the forecast future level of demand in the most recent LAA.
- 3.23 In practice, rates of production are variable from year to year. Apparent landbanks will be effectively reduced during periods of rising production and lengthened during times of recession. In planning for future provision it is therefore important to take account of the likely pattern of economic activity over a long period of time, rather than relying on short term trends. In the analysis which follows, the current landbanks for each type of primary aggregate are therefore provisionally calculated on the basis of three different rates: the average of the most recent 10 years of

sales (i.e. the 'baseline' period for the LAA), the average of the 3 most recent years of sales, and the former South East Plan apportionment level.

Table 3.5: Oxfordshire Sand and Gravel Landbank at 31 December 2016(million tonnes)

| Permitted Reserves at 31 December 2016 by Aggregate | Landbank based on average sales of last 10 years (2007 – 2016) | Landbank based on average sales of last 3 years (2014 – 2016) | Landbank based on Oxfordshire Apportionment in former South East Plan |
|---|--|---|---|
| Sharp Sand and Gravel - 11.383 mt | 19.1 years at 0.595 mtpa | 16.6 years at 0.686 mtpa | N/A (the sand & gravel apportionment does not distinguish between sharp sand & gravel and soft sand) |
| Soft Sand - 1.341 mt | 7.3 years at 0.184 mtpa | 5.8 years at 0.230 mtpa | |
| Total sand & gravel - 12.724 mt | 16.4 years at 0.778 mtpa | 13.9 years at 0.916 mtpa | 7.0 years at 1.82 mtpa |

- 3.24 The NPPF requires MPAs to make provision for the maintenance of a landbank of at least seven years for sand and gravel. The figures in **Table 3.5** show that the Oxfordshire total sand and gravel landbank is currently at or above this minimum level based on recent sales figures (both the 10 year and 3 year sales averages), and the former apportionment. The implications of this are discussed in **Chapter 5**.

Crushed Rock

Past Sales

- 3.25 Sales of crushed rock from quarries in Oxfordshire and England, and the Oxfordshire sales as a percentage of England sales, for the period 2003 – 2016 are shown in **Table 3.6**. These figures are from aggregates monitoring surveys undertaken annually by the County Council on behalf of the SEEAWP, and AMRI surveys.

Table 3.6: Sales of Crushed Rock 2003 – 2016 (million tonnes) (Sources: SEEAWP Aggregates Monitoring Surveys, and AMRI Surveys)

| | Oxfordshire Crushed Rock Sales (million tonnes) | England Crushed Rock Sales (million tonnes) | Oxfordshire's sales as a percentage of England's sales. |
|--|---|---|---|
| | | | |

| | Oxfordshire Crushed Rock Sales (million tonnes) | England Crushed Rock Sales (million tonnes) | Oxfordshire's sales as a percentage of England's sales. |
|---|--|---|--|
| 2003 | 0.629 | 83.957 | 0.75% |
| 2004 | 0.557 | 85.653 | 0.65% |
| 2005 | 0.564 | 80.593 | 0.70% |
| 2006 | 0.495 | 83.722 | 0.59% |
| 2007 | 0.717 | 82.922 | 0.86% |
| 2008 | 0.543 | 75.179 | 0.72% |
| 2009 | 0.363 | 59.666 | 0.61% |
| 2010 | 0.272 | 50.115 | 0.54% |
| 2011 | 0.322 | 57.744 | 0.56% |
| 2012 | 0.242 | 52.980 | 0.46% |
| 2013 | 0.502 | 53.417 | 0.94% |
| 2014 | 1.061 | 63.835 | 1.66% |
| 2015 | 0.914 | 2015 figures not available | n/a |
| 2016 | 0.715 | 2016 figures not available | n/a |
| Rolling 10 year annual average 2003 - 2012 | 0.470 | 71.253 | 0.66% |
| Rolling 10 year annual average 2004 - 2013 | 0.458 | 68.199 | 0.67% |
| Rolling 10 year annual average 2005 - 2014 | 0.508 | 66.017 | 0.77% |
| Rolling 10 year annual average 2006 - 2015 | 0.543 | n/a | n/a |
| Rolling 10 year annual average 2007 - 2016* | 0.565 | n/a | n/a |

| | Oxfordshire Crushed Rock Sales (million tonnes) | England Crushed Rock Sales (million tonnes) | Oxfordshire's sales as a percentage of England's sales. |
|--|--|---|--|
| Average of last 3 years 2014 – 2016 | 0.897 | n/a | n/a |

* The 10 year annual average for Oxfordshire's crushed rock sales from 2007 to 2016 has been used as the 'baseline' for historical sales, as this is the 10 year period of most recent sales data available for Oxfordshire. Previous rolling averages from 2003 are included for comparison.

- 3.26 Linear trend analysis (provided in **Appendix 2**) over the period 2007 to 2016 reveals an average rate of increase of 0.04 mtpa for Oxfordshire. The resulting overall increase over that period (i.e. 0.36 mt) represents an average increase of 95%. Comparison between Oxfordshire and England sales figures can only be made up to 2014, because England figures are not available on the same basis for 2015 and 2016. From 2007 – 2014 the average rate of increase in Oxfordshire was 0.0224mtpa giving a total average increase of 0.1658mt (or 36.9%) for the eight year period. In England over the same period, sales declined at the average rate of 3.04mtpa, giving a total decline of 21.29mt. This represents an average decline of 29%.
- 3.27 The 2014 LAA identified that the impact of the prolonged recession on crushed rock sales was more pronounced in Oxfordshire compared with that in England. This was attributed to the fact that Oxfordshire's crushed rock is generally suitable only for relatively low specification works, and might therefore have been less resilient to the economic downturn than the higher specification rock types found in other parts of the country.
- 3.28 In the 2014 LAA, the previous baseline period (2004 – 2013) showed that average sales had decreased both for Oxfordshire and England as a whole. More recently, as shown by the 10 year baseline for this LAA (2007 – 2016), the average trend has been for increasing sales of crushed rock in Oxfordshire, particularly from 2013. Although sales have decreased in the last two years, the three year average level of sales is still above pre-recession levels, which may indicate a change in supply or demand patterns. Data from the last three years are not comparable for England as a whole, and therefore it is not possible to discern whether this effect has occurred nationally.

Comparison between Past Sales and Sub-Regional Apportionment

- 3.29 **Table 3.7** compares Oxfordshire's sales of crushed rock against the sub-regional apportionment for Oxfordshire that would have applied for each year over the baseline period from 2007 to 2016.

Table 3.7: Comparison of Oxfordshire's Sales of Crushed Rock and Apportionment 2004 – 2016 (million tonnes) (Source: SEEAWP Aggregates Monitoring Surveys)

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|--------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Total Crushed Rock Sales | 0.557 | 0.564 | 0.495 | 0.717 | 0.543 | 0.363 | 0.272 | 0.322 | 0.242 | 0.502 |

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|--|---|------|------|------|------|------|------|------|------|------|
| Oxfordshire Apportionment (million tonnes per annum) | There was no crushed rock apportionment before 2006 | | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Sales as a percentage of Apportionment | | | 50% | 72% | 54% | 36% | 27% | 32% | 24% | 50% |

| | 2014 | 2015 | 2016 |
|--|-------|-------|-------|
| Total Crushed Rock Sales | 1.061 | 0.914 | 0.715 |
| Oxfordshire Apportionment (million tonnes per annum) | 1.0 | 1.0 | 1.0 |
| Sales as a percentage of Apportionment | 101% | 91% | 72% |

- 3.30 The apportionment was not a production target but a guide to the level of provision required, based on a 'top-down' analysis from central Government and the Aggregate Working Parties. Nevertheless, **Table 3.7** shows that Oxfordshire's crushed rock sales have been consistently below the level of apportionment until 2014. The percentages were clearly lower during the latter part of the recession and beyond, prior to the resurgence of sales in 2013, peaking in 2014 at 101% of Oxfordshire's apportionment. Over the baseline period as a whole, Oxfordshire's crushed rock production averaged 0.565 mtpa, which represents only 57% of the apportionment.
- 3.31 However, as noted earlier with regard to the even steeper decline in local sand & gravel production during the recession, any reliance on the reduced level of sales as a guide to future production requirements would be likely to risk under-provision in future years, which in turn could impede Oxfordshire's plans for economic growth, especially as sales have increased since 2013 reaching higher levels than 2003-2013. This is considered further in **Chapter 4**.

Reserves and Landbank

- 3.32 Permitted reserves of crushed rock in Oxfordshire are shown in **Table 3.8** below.

Table 3.8: Permitted reserves of crushed rock in Oxfordshire for aggregate use at 31.12.2016 (Source: SEEAWP Aggregates Monitoring Survey 2016)

| | Permitted Reserves at 31.12.2016 (million tonnes) |
|--------------|---|
| Crushed Rock | 8.545 |

- 3.33 As explained in the foregoing section on sand & gravel, a landbank is a measure of the stock of permitted reserves expressed in terms of the number of years that these would allow production for at a given average rate of extraction. The Oxfordshire crushed rock landbank at the end of 2016 is set out in **Table 3.9** based on the average of the most recent 10 years of sales (i.e. the 'baseline' period for the LAA), the average of the 3 most recent years of sales, and the former South East Plan apportionment level.

Table 3.9: Oxfordshire Crushed Rock Landbank at 31 December 2016 (million tonnes)

| Permitted Reserves at 31 December 2016 by Aggregate | Landbank based on average sales of last 10 years (2007-2016) | Landbank based on average sales of last 3 years (2014 – 2016) | Landbank based on Oxfordshire Apportionment |
|---|--|---|---|
| Crushed Rock – 8.545mt | 15.1 years at 0.565 mtpa | 9.5 years at 0.897 mtpa | 8.5 years at 1.0 mtpa |

- 3.34 The NPPF requires MPAs to make provision for the maintenance of a landbank of at least ten years for crushed rock. In Oxfordshire, this minimum level is currently achieved using the 10 year sales average but not when using either the 3 year sales average or the apportionment.

Exports, Imports and Consumption of Primary Aggregates

- 3.35 Every county in the UK has to import aggregates from elsewhere because the geology means that no single county area produces exactly the profile of different types of aggregate in the exact amounts or proportions consumed therein. This is what MASS seeks to address.
- 3.36 All sales of aggregate are the result of commercial decisions by both buyers and sellers and the resulting movements reflect the relative locations of supply and demand. Where these movements cross a county boundary, they are tracked in the four (or five) yearly national aggregates monitoring surveys, the latest of which were in 2005, 2009 and 2014. The 2005 survey report is generally referred to as AM2005, and the 2009 and 2014 equivalents as AM2009 and AM2014.
- 3.37 However overall information about aggregate cross boundary movements is crude, because:-
- The survey is only undertaken at four (or five) yearly intervals, at best it can only be regarded as a snapshot of a dynamic picture.

- The results from the different surveys are reported differently.
- Only direct sales from quarries are tracked and not subsequent movements after processing elsewhere or from merchants.
- Sales of soft sand and of sharp sand and gravel are combined.
- In some cases the figures are reported in groups of areas which are larger than individual MPAs.

3.38 Therefore, any conclusions from these AM surveys need to be treated with caution.

3.39 The reports provide information on sales of aggregates from MPA areas or groups of MPAs together with the destinations of those sales. The reports also show consumption of aggregates by MPA areas or groups of MPAs. Consumption of aggregates relates to all aggregates used in the subject area, a figure derived from collating the stated destinations of movements of aggregates between all areas.

Consumption

3.40 According to AM2014, Oxfordshire was a net exporter of sand and gravel in 2014, and a net importer of crushed rock, as shown in **Table 3.10**. Total consumption of sand and gravel in Oxfordshire in 2014 was 0.765 million tonnes, compared with sales in Oxfordshire of 0.869 million tonnes (114 %). This shows that in 2014 there was a net export of sand and gravel out of Oxfordshire.

3.41 For crushed rock, total Oxfordshire consumption in 2014 was 1.501 million tonnes, compared with sales in Oxfordshire of 1.061 million tonnes (71%). This shows that in 2009 Oxfordshire was a net importer of crushed rock. Some types of crushed rock, e.g. higher specification (harder) rock types needed for higher strength concrete, road construction and maintenance, are not available in Oxfordshire (apart from the limited deposits at Hatford), so there will always be a need for some supplies to be brought into the county from elsewhere. The net balance therefore depends on the demand for the predominantly lower grade type of crushed rock produced in Oxfordshire from within the county and from surrounding counties and elsewhere.

Table 3.10: Imports, Exports and Consumption of Primary Aggregates in Oxfordshire 2009 and 2014 (millions of tonnes) (Source: Collation of the Results of the 20109 Aggregates Minerals Survey for England and Wales, DCLG, October 2011 and Collation of the Results of the 2014 Aggregates Minerals Survey for England and Wales, DCLG, October 2016)

| | Sand and Gravel 2009 | Crushed Rock 2009 | All Primary Aggregates 2009 | Sand and Gravel 2014 | Crushed Rock 2014 | All Primary Aggregates 2014 |
|---|----------------------|-------------------|-----------------------------|----------------------|-------------------|-----------------------------|
| A. Production/Sales in Oxfordshire | 0.628 | 0.363 | 0.991 | 0.869 | 1.061 | 1.93 |
| B. Exported out of Oxfordshire | 0.140 | 0.179 | 0.319 | 0.221 | 0.347 | 0.568 |
| C. Produced and consumed in Oxfordshire (A – B) | 0.487 | 0.184 | 0.672 | 0.648 | 0.714 | 1.362 |
| D. Imported into Oxfordshire | 0.270 | 0.441 | 0.711 | 0.117 | 0.787 | 0.904 |
| E. Total Consumption in Oxfordshire (C + D) | 0.757 | 0.625 | 1.383 | 0.765 | 1.501 | 2.266 |

- 3.42 The equivalent figures for 2005 are not available because Oxfordshire was grouped with Buckinghamshire and Berkshire in the AM2005 Report. For Berkshire, Oxfordshire and Buckinghamshire combined (BOB), Table 11 of the AM2005 shows that total consumption of sand and gravel was 2.171 million tonnes, indicating that net exports of sand and gravel from these three counties was 1.328 million tonnes.
- 3.43 For crushed rock, Table 11 of AM2005 shows that total consumption of crushed rock in the combined areas of BOB in 2005 was 2.462 million tonnes, indicating that between them net imports of crushed rock into the three counties was 1.898 million tonnes.
- 3.44 No equivalent information can be derived from the earlier AM2001 Survey report, because all results are presented on a regional basis and there are no local figures.
- 3.45 Table 3.10 includes figures for 2009 and 2014. These show that in 2009 Oxfordshire had been a net importer of sand and gravel, but in 2014 it was a net exporter. Oxfordshire was a net importer of crushed rock in both years. Consumption of sand and gravel has increased slightly from 2009 to 2014, and consumption of crushed rock has increased significantly from 2009 to 2014.

Marine Sand and Gravel

- 3.46 Marine sand and gravel is principally used for the same purposes as sharp sand and gravel. Information on sales of marine sand and gravel is available from AMRI, and also from the AM surveys. The AM2005, AM2009 and AM2014 reports show that Oxfordshire's consumption of marine sand was just 1,000 tonnes in 2005 (shared with Buckinghamshire and Berkshire), increasing to 16,000 tonnes in 2009 and down to 6,000 tonnes in 2014. In 2016 there were marine sand and gravel imports into Oxfordshire by rail into Sutton Courtenay, to make up for a shortfall in supply of land-won sharp sand and gravel caused by a break in production at Bridge Farm Quarry for operational reasons.

Destinations

- 3.47 **Tables 3.11(a) (sand and gravel) and 3.11(b) (crushed rock)** below show where the primary aggregates produced in Oxfordshire in 2009 and 2014 were distributed. These figures are from the information collected by OCC as part of the AM 2009 and AM2014 surveys. Most sand and gravel (78% in 2009 and 75% in 2014) was used locally within Oxfordshire. Relatively small quantities were exported to adjoining counties, in particular Wiltshire and Gloucestershire, with very little going further afield. The proportion of sales distributed to Berkshire increased significantly from 2009 (3%) to 2014 (11%).
- 3.48 The proportion of the crushed rock produced in Oxfordshire that was used in the county increased very substantially from 50% of sales (180,867 tonnes) in 2009 to 63% of sales (663,463 tonnes) in 2014. The main recipients of exports were Northamptonshire and Warwickshire and Buckinghamshire and Milton Keynes (particularly in 2014), with lesser quantities going to other adjoining counties and very little going further afield. From 2009 to 2014 the percentage of total exports that went to Berkshire and to Buckinghamshire & Milton Keynes increased and those to Wiltshire, Swindon & Gloucestershire and Northamptonshire & Warwickshire declined.

Table 3.11(a): Destinations of Sand & Gravel Produced in Oxfordshire 2009 and 2014 (Source: Oxfordshire County Council Aggregates Monitoring Survey 2009 and 2014)

| Destination | 2009 Sand and Gravel (including soft sand) | | 2014 Sand and Gravel (including soft sand) | |
|--------------------------------------|---|------|---|-------|
| | Tonnes | % | Tonnes | % |
| Oxfordshire | 487,260 | 77.6 | 648,282 | 74.60 |
| Berkshire | 20,785 | 3.3 | 99,259 | 11.42 |
| Buckinghamshire & Milton Keynes | 13,663 | 2.2 | 9,712 | 1.11 |
| Rest of South East & London | 15,565 | 2.5 | 4,642 | 0.81 |
| Wiltshire, Swindon & Gloucestershire | 68,203 | 10.9 | 95,089 | 10.94 |
| Northamptonshire & | 4,993 | 0.8 | 9,674 | 1.11 |

| Destination | 2009 Sand and Gravel (including soft sand) | | 2014 Sand and Gravel (including soft sand) | |
|--------------|---|-----|---|-----|
| Warwickshire | | | | |
| TOTAL | 627,783 | 100 | 866,658 | 100 |

Table 3.11(b): Destinations of Crushed Rock Produced in Oxfordshire 2009 and 2014 (Source: Oxfordshire County Council Aggregates Monitoring Survey 2009 and 2014)

| Destination | 2009 Crushed Rock | | 2014 Crushed Rock | |
|--------------------------------------|-------------------|------|-------------------|-------|
| | Tonnes | % | Tonnes | % |
| Oxfordshire | 180,867 | 49.8 | 663,463 | 62.56 |
| Berkshire | 23,081 | 6.4 | 254,223 | 23.97 |
| Buckinghamshire & Milton Keynes | | | | |
| Rest of South East & London | 0 | 0 | 5,755 | 0.55 |
| Wiltshire, Swindon & Gloucestershire | 29,694 | 8.2 | 14,308 | 1.35 |
| Northamptonshire & Warwickshire | 118,788 | 32.7 | 121,258 | 11.43 |
| TOTAL | 362,839 | 100 | 1,060,573 | 99.86 |

- 3.49 The AM2005 survey report combined figures for the destinations of aggregates sold in Oxfordshire with the destinations of sales in Berkshire and Buckinghamshire. It is therefore not possible to derive equivalent figures to those in **Table 3.11** for 2005.
- 3.50 However, it is possible to recognise, that in 2009 significantly more (60%) of Oxfordshire's sand and gravel (0.487mt) was used within Oxfordshire than was supplied to Oxfordshire together with Berkshire and Buckinghamshire in 2005 (0.304mt), as shown by **Table 3.12**. This indicates that the main effects of the reduction of sand and gravel sales, principally sharp sand and gravel, between 2005 and 2009, was a significant reduction in exports to neighbouring counties and/or lower production.

Table 3.12: Destinations of Sand and Gravel Produced in Oxfordshire 2005, 2009 and 2014 (Source: AM2005, and AM2009, 2014)

| Source MPA | Destination | Sand and gravel (millions of tonnes) 2005 | Sand and gravel (millions of tonnes) 2009 | Sand and gravel (millions of tonnes) 2014 |
|-------------|--|---|---|---|
| Oxfordshire | Berkshire, Oxfordshire and Buckinghamshire | 0.304 | 0.520 of which 0.487 in Oxfordshire | 0.757 of which 0.648 in Oxfordshire |
| | Elsewhere in South East | 0.418 | 0.015 | 0.012 |
| | Elsewhere | 0.550 | 0.090 | 0.100 |
| | Unallocated | 0.017 | 0 | 0 |
| TOTAL | | 1.289* | 0.627* | 0.869* |

*Totals may not match sub totals due to varying categories

- 3.51 There was also a shift in the destinations of crushed rock produced in Oxfordshire between 2005 and 2009, as shown in **Table 3.13** below. The overall total amount of crushed rock produced fell from 0.564 million tonnes in 2005 to 0.363 million tonnes in 2009, a fall of 35%. Whilst the amount that went 'elsewhere' remained about the same, the amount that went elsewhere within the South East fell significantly. This indicates that the main effect of the reduction of crushed rock sales between 2005 and 2009 was a significant reduction in exports to neighbouring counties in the South East, which presumably will have had to rely on imports of crushed rock from elsewhere, or substitution by other materials (sand and gravel or secondary/recycled aggregates) to make up for the reduction in sales from Oxfordshire. The amount of crushed rock produced increased significantly from 2009 to 2014.

Table 3.13: Destinations of Crushed Rock Produced in Oxfordshire 2005 and 2009 (Source: AM2005, AM2009 and AM2014)

| Source MPA | Destination | Crushed rock (millions of tonnes) 2005 | Crushed rock (millions of tonnes) 2009 | Crushed rock (millions of tonnes) 2014 |
|-------------|--|--|---|--|
| Oxfordshire | Berkshire, Oxfordshire and Buckinghamshire | 0.277 | 0.184 all in Oxfordshire | 0.919 |
| | Elsewhere in South East | 0.134 | 0.025 incl. Berkshire & Buckinghamshire | 0.010 |

| Source MPA | Destination | Crushed rock (millions of tonnes) 2005 | Crushed rock (millions of tonnes) 2009 | Crushed rock (millions of tonnes) 2014 |
|------------|-------------|--|--|--|
| | Elsewhere | 0.152 | 0.154 | 0.130 |
| TOTAL | | 0.564* | 0.363 | 1.061 |

*May not match sub totals due to varying categories.

Sources

- 3.52 It is not possible to discern the sources of the aggregate imported into Oxfordshire from the information in the AM survey reports. However, the British Geological Survey (BGS) provided some further information about the sources of aggregates consumed in Oxfordshire in 2009 and 2014 which is set out in **Tables 3.14(a) and 3.14 (b) (for 2009) and 3.15(a) and 3.15 (b) (for 2014)**.

Table 3.14(a): Sources of sand and gravel consumed in Oxfordshire 2009 (Source: BGS)

| Source | Proportion | Tonnage where known (millions of tonnes) |
|--|----------------------------------|--|
| Oxfordshire | 64% | 0.474 |
| Gloucestershire | 25%-20% | 0.145- 0.185 |
| Warwickshire, Bristol (marine), Hampshire, Berkshire and Leicestershire (in descending order) | Between 5% and 1% from each area | n/a |
| Milton Keynes, Central Bedfordshire (includes Bedford Borough), Kent, Cambridgeshire, Staffordshire, Buckinghamshire, Dorset, Wiltshire, Solihull (includes Walsall) and Hertfordshire (in descending order) | Less than 1% from each area | n/a |

Table 3.14(b): Sources of crushed rock consumed in Oxfordshire 2009 (Source: BGS)

| Source | Proportion | Tonnage where known (millions of tonnes) |
|-----------------------|------------|--|
| Oxfordshire | 29% | 0.181 |
| South Gloucestershire | 30%-25% | 0.187- 0.156 |
| Somerset | 25% - 20% | 0.156- 0.125 |

| Source | Proportion | Tonnage where known (millions of tonnes) |
|--|----------------------------------|--|
| Leicestershire | 15%-10% | 0.093- 0.063 |
| Rhondda, Cynon, Taf (Taff), Gloucestershire and Powys (in descending order) | Between 5% and 1% from each area | n/a |
| Shropshire, North Somerset and Caerphilly/Merthyr Tydfil (merged for confidentiality) and Derbyshire (in descending order) | Less than 1% from each area | n/a |

Table 3.15(a): Sources of sand and gravel consumed in Oxfordshire 2014 (Source: BGS)

| Source | Proportion | Tonnage where known (millions of tonnes) |
|---|------------|--|
| Oxfordshire | 80-90% | 0.612 - 0.6885 |
| Wiltshire, Windsor & Maidenhead, Cambridgeshire, Leicestershire | 1-10% | 0.00765 – 0.0765 |
| Devon, Gloucestershire, Hampshire, West Berkshire, Central Bedfordshire, Essex, Hertfordshire, Northamptonshire, Staffordshire, Worcestershire. | <1% | <0.00765 |

Table 3.15(b): Sources of crushed rock consumed in Oxfordshire 2014 (Source: BGS)

| Source | Proportion | Tonnage where known (millions of tonnes) |
|--|------------|--|
| Oxfordshire | 40-50% | 0.6 – 0.75 |
| Somerset | 30-40% | 0.45 – 0.6 |
| Leicestershire | 10-20% | 0.15 – 0.3 |
| Gloucestershire | 1-10% | 0.015 – 0.15 |
| North Somerset, South Gloucestershire, Cambridgeshire, Shropshire, Powys | <1% | <0.015 |

3.53 It is clear that in 2009 there were significant imports of sand and gravel into Oxfordshire, coming mainly from Gloucestershire. For crushed rock, South

Gloucestershire, Somerset and (to a lesser extent) Leicestershire were the main sources of imports into Oxfordshire.

- 3.54 It is clear that in 2014 Oxfordshire was the main source of sand and gravel consumed in the county, with small amounts imported from Wiltshire, Windsor & Maidenhead, Cambridgeshire, Leicestershire. For crushed rock, Somerset and (to a lesser extent) Leicestershire were the main sources of imports into Oxfordshire.

Imports of Crushed Rock by Rail

- 3.55 There are three railhead depots in Oxfordshire used for importing aggregates, namely at Banbury, Kidlington and Sutton Courtenay and these are safeguarded in the Minerals and Waste Local Plan. These depots import crushed rock aggregates from the South West (Somerset) and the East Midlands (Leicestershire). There is planning permission for a further railhead aggregate depot at Shipton on Cherwell, but this has not yet been developed. There is also a depot at Hinksey Sidings, Oxford but this is used solely by the rail industry to bring in rail ballast for internal use on the rail network; it is currently operational but its use for the transhipment of rail ballast has been intermittent in the past.
- 3.56 Figures for imports of crushed rock by rail collected by OCC are only available from 2007 onwards. Prior to that year only the regional totals are available. The Oxfordshire figures are confidential because they are derived from returns for only two companies. The figures incorporate imports by rail from Somerset, Leicestershire and elsewhere, but also include significant quantities (from South Wales and South Gloucestershire) that are delivered to the rail depots by road, thus distorting the true picture for rail transportation (but at least providing quantification of those road imports). The figures do not include imports of crushed rock to Hinksey Sidings, Oxford, which was brought in by rail and despatched by rail for use as rail ballast on the rail network (over a wider area than just Oxfordshire).
- 3.57 Although the raw data is confidential, it is possible to report the variations over time (from 2007 onwards) in overall sales from the rail depots from the two reporting companies. **Table 3.16**, below, thus expresses the annual imports as proportions of the sales figure for 2007.

Table 3.16: Pattern of sales from Oxfordshire rail depots 2007-2012 (Source: Oxfordshire County Council Aggregates Monitoring Survey)

| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|--|------|------|------|------|------|------|------|------|------|------|
| Proportion of 2007 sales of subsequent sales | 1.0 | 1.1 | 0.7 | 0.9 | 1.2 | 1.0 | 1.0 | 2.4 | 2.2 | 2.4 |

- 3.58 **Table 3.16** shows that the figures vary from one year to another but that up to 2013 the fluctuation is less marked than those for sales of sand & gravel. In part, at least, this probably reflects the fact that rail imports were used during the recession to compensate for the loss of output from some of the mothballed quarries within

Oxfordshire. Since 2013, the situation has changed markedly, with annual rail imports for 2014 to 2016 being more than double the rate in 2007.

- 3.59 The throughput capacity of the three railhead depots that were operational in 2016 is only 18% higher than the sales in 2016, indicating that there is currently little headroom for further increase in imports of crushed rock by rail. If the permitted railhead depot at Shipton on Cherwell is developed, the capacity will be increased.

Secondary and Recycled Aggregates

Past Sales

- 3.60 Although reasonable data on recycling capacity is available for Oxfordshire, as discussed in **Chapter 2**, and whilst that may be indicative of increasing production and sophistication, there is only partial information on the actual levels of production and use of these materials. Past aggregates monitoring surveys, for example, have not produced a full response from secondary and recycled aggregates site operators. As a result, recorded sales of secondary and recycled aggregates in Oxfordshire for particular years (notably 2010, 2011 and 2014), are believed to be significantly less than the total actual production.
- 3.61 **Table 3.17** shows the secondary and recycled aggregate sales since 2008 (figures are not available for earlier years). The surveys in 2013, 2015 and 2016 had better response rates than in some previous years. Total recorded sales in 2016 were 534,000 tonnes, being the highest level across the 9 year period. This comprised recycled construction and demolition waste produced at fixed recycling sites and ash from the Ardley energy from waste plant. However, even the 2016 survey only had a two thirds response rate and therefore the actual sales in 2016 were higher than the recorded figure, albeit that the non-respondents tend to be smaller operators.

Table 3.17: Secondary and Recycled Aggregates Sales in Oxfordshire
(Source: SEEAWP Aggregates Monitoring Surveys)

| Year | Sales (tonnes) |
|------|----------------|
| 2008 | 503,000 |
| 2009 | 286,000 |
| 2010 | 152,000 |
| 2011 | 236,000 |
| 2012 | 466,000 |
| 2013 | 422,000 |
| 2014 | 271,000 |
| 2015 | 453,000 |
| 2016 | 534,000 |

- 3.62 Power station ash from Didcot A power station was, until recently, the only source of secondary aggregates within the county. Some of the output from Didcot was formerly utilised within Oxfordshire, but some was also exported by rail (e.g. to Hampshire). However, Didcot ceased operation in March 2013, thereby temporarily reducing the production of secondary aggregates within Oxfordshire from approximately 125,000 tonnes per year to zero. From August 2014, approximately 75,000 tonnes per annum of incinerator bottom ash from the new energy from waste at Ardley has been available for use as secondary aggregates; although due to different end uses has not replaced the Didcot source.

Imports of Secondary Aggregates

- 3.63 Elsewhere in the UK, other types of secondary aggregate are produced as by-products from a range of industrial, manufacturing and extractive industries. They include products such as China Clay sand, colliery spoil, blast furnace, steel and other metallurgical slag materials, and spent foundry sand. In most cases the quantities produced are relatively small and (with the exception of higher specification road surfacing aggregates produced from some steel works) the bulk value of the material is low. This is compounded by the fact that the exemptions from the aggregates levy, which used to give secondary aggregates a price advantage over primary aggregates, were withdrawn in April 2014. The financial and environmental costs of transporting such material are the same as for other bulk materials and long distance transportation cannot generally be justified for such low value products. This largely explains why no secondary aggregates are currently transported into Oxfordshire.
- 3.64 One potential exception to this is China Clay sand, produced as a by-product of China Clay (Kaolin) extraction in Cornwall and Devon. The exception results from the ability of this material to be transported by sea or rail directly into areas which have high levels of demand and little if any indigenous resources of land-based primary aggregate. In such areas (particularly London and some other parts of south east England), prices are high enough to justify the long-distance transport costs.
- 3.65 These conditions do not, however, currently apply in Oxfordshire. An unpublished draft report for the County Council, written during the preparation of the Minerals and Waste Core Strategy, concluded that²⁰: *“The opportunity to import China Clay waste into Oxfordshire within the plan period is limited by a combination of the distance it would have to travel and geographical constraints prohibiting direct delivery by ship. The cost of importing the material by road is prohibitive. Import by rail would also be costly and would involve the need to ‘double handle’ the material. This, combined with the current shortage of rail network capacity and the logistics of finding a rail head willing to accept and store the material prior to use, most likely make import by rail an unrealistic option”.*
- 3.66 That report also noted that *“Even if it were economical to import China Clay waste sand to Oxfordshire, due to the distances involved and the resultant carbon emissions, it would be difficult to argue that importing China Clay waste is more sustainable than using locally won material”.*

²⁰ China Clay Waste: Assessment of Potential for use in Oxfordshire. (Oxfordshire County Council, unpublished report, 2013)

4 Factors Affecting Supply and Demand

Introduction

- 4.1 Although the NPPF requires that the level of future provision within the LAA should be based, in part, on the rolling average of 10 years' sales figures, as discussed in the previous chapter, it also requires “**other relevant local information**” to be taken into account, including (*inter-alia*) the contributions likely to be available from marine, secondary and recycled aggregate sources.
- 4.2 It is a question of deciding whether or not the historical 10 year average for land-won primary aggregate production can be relied upon as a guide to future levels of provision, or whether this needs to be modified in order to reflect other factors which may influence either the **supply** (availability) and/or the **demand** for aggregates produced within Oxfordshire, in future years. This, in turn, requires consideration to be given to both local supply and demand factors and to external factors relating to the potential supply to, or demands from, other MPAs.
- 4.3 Some neighbouring MPAs with limited indigenous resources of their own, particularly Northamptonshire and Warwickshire for crushed rock and Berkshire and Wiltshire, Swindon & Gloucestershire for sand & gravel, rely on Oxfordshire to supply some of their needs. Other MPAs have traditionally supplied aggregates into Oxfordshire, particularly crushed rock from Somerset, South Gloucestershire and Leicestershire but also at times sand and gravel from Gloucestershire, to supplement the County's own production and to cater for higher specification requirements from harder rock resources.
- 4.4 This chapter considers each group of factors in turn:
- Local Supply Factors.
 - Local Demand Factors.
 - External (Import / Export) Factors.

Local Supply Factors

- 4.5 Local factors with respect to the supply of aggregates from sources within Oxfordshire relate primarily to:
- The continued availability of primary, land-based resources and permitted reserves within the County, and the extent to which these are constrained by planning or environmental factors;
 - the ongoing availability of secondary and recycled materials within the County;
 - the effects of commercial decisions within aggregate producing companies which operate both within and outside Oxfordshire; and
 - overall trends in supply, compared with apportionment figures.
- 4.6 Each of these factors is considered in turn, below.

Continued availability of Primary, Land-Based Resources and Reserves

- 4.7 As explained in Chapter 2, Oxfordshire has abundant natural resources of land-based primary aggregates, including both sand & gravel and crushed rock. That availability has not significantly changed over the baseline period. Although they are finite resources, the amount extracted over the 10-year period is only a very small proportion of the total resource available.
- 4.8 A more critical consideration is the availability of Permitted Reserves, i.e. those parts of the available resources which have the benefit of planning permission for the winning and working of the materials concerned. The amounts extracted over the baseline period represent much higher proportions of these materials.
- 4.9 For crushed rock, a total of **5.65 mt** were extracted between January 2007 and December 2016, equivalent to **66.1%** of the permitted reserves remaining at the end of that period (i.e. **8.545 mt**). As noted in Chapter 3, if extraction were to continue at the same average rate, the current reserves would represent a crushed rock 'landbank' of 15.1 years.
- 4.10 For land-won sand & gravel, a total of **7.78mt** were extracted over the same 10 year baseline period, equivalent to **61%** of the permitted reserves remaining at 31 December 2016 (i.e. **12.724 mt**). In this case, as noted in Chapter 3, if extraction were to continue at the same average rate, the current reserves would represent a 'landbank' for sand & gravel of 16.4 years.
- 4.11 In both cases, although the landbanks are currently greater than the minimum of 10 years (for crushed rock) and the minimum of 7 years (for sand & gravel), they are not sufficient for such landbanks to be maintained throughout the Plan Period.
- 4.12 In order to comply with the NPPF, additional planning permissions for mineral extraction will therefore be required for both types of primary aggregate. Whilst there are adequate resources to allow this, consideration also needs to be given to the likelihood of obtaining planning permission which, in turn, will be influenced in part by the extent to which the resources are constrained by various planning and/or environmental designations.
- 4.13 Balancing the need for environmental protection against the need for future aggregate production is, however, a matter to be tested by the Local Plan process and through the determination of individual planning applications. The presence of environmental constraints is not, in itself, a sufficient reason for modifying the level of future provision without further evidence.
- 4.14 Environmental and other constraints might become a factor if it could be conclusively demonstrated that Oxfordshire's resources are substantially more (or substantially less) constrained than those in neighbouring authorities; or if the resources are likely to be significantly more constrained in future than they were during the 10-year baseline period.
- 4.15 A report by the BGS for SEERA (South East Plan - Review of Minerals Supply and Demand. BGS report CR/06/147) found that, for sharp sand & gravel, Oxfordshire has a much greater estimated quantity of unworked resources which are free of environmental designations than is the case in other parts of the South East; although, only international or national designations (SSSI, NNR, National Park, AONB, SPA or SAC) were taken into account. This does not apply, however, for soft sand resources: whilst the majority of Oxfordshire's soft sand is unconstrained by environmental considerations, other MPAs, i.e. Berkshire, Hampshire, and Kent

and Medway have more unconstrained soft sand resources than Oxfordshire. No comparable information is available regarding crushed rock resources, although the only other MPA with such resources in the South East is Kent.

- 4.16 If anything, this data might suggest that Oxfordshire should be seeking to increase its share of future sand & gravel production within the South East. That, however, would be open to considerable challenge, since the presence or absence of designations does not automatically preclude or allow mineral working. Moreover, the BGS assessment does not take account of other environmental factors such as access, proximity to existing development or sensitive land uses, local nature conservation interests, protected species, water interests, landscape impacts, etc.
- 4.17 Equally, however, given that plentiful relatively unconstrained resources exist within Oxfordshire, there is no reason to suppose that additional permitted reserves will not be able to be found within the Plan Period. This is supported by the Preliminary Assessment of Mineral Site Options, revised April 2016, prepared by the County Council for the examination of the Minerals and Waste Core Strategy, which concluded that sufficient aggregate resources are available and potentially deliverable within Oxfordshire to meet the need for land-won aggregate provision over the plan period to 2031.
- 4.18 It can therefore be concluded that neither resource availability nor environmental constraints would justify a departure from the notion of using historical sales averages as the basis for future provision.

Factor: Continued availability of Primary, Land-Based Resources and Reserves.

Justification for Departure from Historical Sales Average: No.

Ongoing availability of secondary and recycled materials

- 4.19 As noted in Chapter 3, there is only limited data on the production and use of secondary and recycled aggregates within Oxfordshire. Partial information is recorded within the annual Aggregates Monitoring surveys, but the figures obtained are believed to be somewhat less than the total actual production of secondary and recycled aggregates within the County. In particular, they do not include construction and demolition waste recycled *in-situ* using mobile plant.
- 4.20 The figures available indicate a reduction during the economic downturn, followed by a recovery since 2011 and, with the exception of a decline in 2014, paralleling the pattern seen for the production of primary aggregates and for construction activity as a whole.
- 4.21 Capacity for recycling within Oxfordshire does not appear to be a limiting factor, although the supply of materials for recycling probably is. It is likely that recycled materials will become increasingly available as construction activity increases and, in the absence of any clear evidence to the contrary, it seems reasonable to assume that recycled aggregates will continue to provide a similar proportional contribution to the overall supply as they have done in the recent past.
- 4.22 The closure of Didcot A power station in 2013 removed the only source of secondary aggregates production within the county at that time. The annual capacity of this site was approximately 125,000 tonnes per annum, which represented nearly 20% of the estimated total of secondary and recycled aggregates capacity within the county in 2012. As noted earlier, however,

approximately 75,000 tonnes per annum of new secondary aggregates production capacity became available in 2014 (producing aggregate from ash at the recently completed energy from waste facility at Ardley). This equates to 60% of the capacity lost at Didcot, although it is noted that the two sources provide for different markets: power station ash is used for block making, whilst incinerator bottom ash is used for sub-base in road construction.

- 4.23 As previously noted, there is currently no importation of secondary aggregates such as China Clay waste into Oxfordshire and there would seem to be no realistic prospects of this happening within the foreseeable future.
- 4.24 Overall, there is therefore no information to suggest that the balance of supply will change significantly in future years and therefore no justification for a departure from using historical sales averages for primary aggregates as the basis for future provision.

Factor: Ongoing availability of secondary and recycled materials.

Justification for Departure from Historical Sales Average: No.

Commercial Decisions by Quarry Operators

- 4.25 A feature of the prolonged economic downturn and recession was that a number of major quarry operators 'mothballed' some of their operations and focussed their much reduced levels of production on other (generally larger and more efficient) sites in other counties. These commercial decisions introduced temporary but significant market distortions. In Oxfordshire, Hanson Aggregates mothballed three of its sharp sand and gravel operations (one of which – Sutton Courtenay – has since recommenced production) and delayed the commencement of working a new permission at one of these operations. Instead, the company supplied sand and gravel from operations in Gloucestershire, and crushed rock aggregate, by rail, from Whatley Quarry in Somerset. This exacerbated the effect of the recession on Oxfordshire's sharp sand & gravel sales figures which, as shown in **Table 3.1** demonstrated a much steeper decline during the recession than was the case for England as a whole, until the Oxfordshire sales increased again from 2014 and returned nearly to their proportion of England sales prior to 2008.
- 4.26 As explained in Chapter 3, a similar knock-on effect was seen for crushed rock production within Oxfordshire, although sales recovered in 2013 and increased significantly thereafter, suggesting that the effect was temporary rather than a permanent step-change. Sales of soft sand within Oxfordshire were not affected - presumably because these materials cannot easily be substituted by crushed rock products and opportunities for importing soft sand into Oxfordshire from adjoining counties are limited.
- 4.27 The impact on sharp sand & gravel and crushed rock sales within Oxfordshire over the period of the LAA 2014 (2004 – 2013) was to significantly reduce the rolling 10-year average for these materials, compared with the figures which might have been seen if Hanson had not switched its sources of supply. In the LAA 2014 it was considered that it would be prudent, however, to assume that this would prove to be only a temporary market distortion and that, as economic growth returned, production would recommence at sites which were either mothballed or delayed.

- 4.28 For this reason, the LAA 2014 concluded that 10-year average of historical sales from 2004 – 2013 was likely to underestimate the true level of future provision required within Oxfordshire for both sharp sand & gravel and crushed rock.
- 4.29 Quantification of this effect was approached by considering how Oxfordshire's sales had reduced over the 2004 – 2013 baseline period, in proportion to those for England as a whole. The varying percentages are shown in Tables 3.1, 3.2 and 3.6 in **Chapter 3**. Given that both the Oxfordshire and England figures were affected by the same recession, it is reasonable to deduce that the changes in these percentages reflect specific local factors within Oxfordshire. Moreover, and as noted in **Chapter 3**, the timing of the most obvious changes (between 2003 and 2004, and between 2007 and 2008) coincided with the mothballing of specific quarries, which suggests that this is likely to have been the main local factor involved.
- 4.30 Immediately prior to the LAA 2014's baseline period (i.e. before 2003), Oxfordshire's sharp sand & gravel production was in the order of 3% of that in England (see **Table 4.1** below). Thereafter, that proportion began to fall, slowly at first but then far more dramatically after 2007, when the recession began and when the effects of mothballing certain sites became very clearly evident in Oxfordshire's sales figures. If it had not been for those effects, it is reasonable to suppose that Oxfordshire's earlier proportion of the total sales in England would have been maintained throughout the baseline period. The average 'pre-recession' proportion of Oxfordshire's production compared to England, if calculated over the period 2001 to 2007 inclusive was 2.51%. It was the judgement of the consultants who prepared the LAA 2014 that the period 2001 to 2007 was reasonably representative of conditions in Oxfordshire prior to the period when average sales became most obviously distorted by the effects of commercial decisions. If that proportion, 2.51%, had been maintained throughout the period to 2012 (England sales figures were not then available for 2013), the corresponding annual figures, and thus the 10-year average (2003 – 2012) would have been higher. This is illustrated in **Table 4.1** below, from which it can be seen that the adjusted 10-year average (2003 – 2012) would have been 1.015 mtpa, rather than 0.812 mtpa. The implication (and the conclusion in the LAA 2014) was that the higher figure of 1.015 mtpa was a more reliable indicator of current demand within Oxfordshire and should be used in place of the actual 10 year average.
- 4.31 Table 4.1 now also shows Oxfordshire's sales of sharp sand & gravel for 2013 – 2014 compared with the England sales. If the 'pre-recession' proportion of Oxfordshire's production compared to England of 2.51% is applied to the 10 year period to 2014, the adjusted 10-year average (2005 – 2014) would be 0.925 mtpa, rather than 0.660 mtpa. The rows at the bottom of Table 4.1 show the Oxfordshire sales of sharp sand and gravel increasing after 2014 but the England sales figures are not available for comparison.

Table 4.1: Sharp sand & gravel: Average percentage of pre-recession years (2001-2007)

| Year | Oxfordshire | England | Ox/Eng | 2001 - 2007 Average |
|------|-------------|---------|--------|---------------------|
| 2001 | 1.612 | 51.225 | 3.15% | |

| Year | Oxfordshire | England | Ox/Eng | 2001 - 2007 Average |
|---|-------------------|--------------------|-------------------------------------|---------------------|
| 2002 | 1.436 | 49.003 | 2.93% | |
| 2003 | 1.372 | 48.674 | 2.82% | |
| 2004 | 1.184 | 51.591 | 2.29% | |
| 2005 | 1.09 | 48.109 | 2.27% | |
| 2006 | 0.983 | 46.316 | 2.12% | |
| 2007 | 0.893 | 44.520 | 2.01% | 2.51% |
| 2008 | 0.629 | 41.527 | 1.51% | |
| 2009 | 0.462 | 31.705 | 1.46% | |
| 2010 | 0.455 | 31.794 | 1.43% | |
| 2011 | 0.489 | 31.392 | 1.56% | |
| 2012 | 0.559 | 28.702 | 1.95% | |
| 10 year Sales Average (2003-2012): | 0.812 mtpa | 40.433 mtpa | Adjusted Oxon Sales Average: | 1.015 mtpa |
| 2013 | 0.401 | 30.634 | 1.31% | |
| 2014 | 0.639 | 33.831 | 1.89% | |
| 10 year Sales Average (2005-2014): | 0.660 mtpa | 36.853 mtpa | Adjusted Oxon Sales Average: | 0.925 mtpa |
| 2015 | 0.768 | not available | – | |
| 2016 | 0.651 | not available | – | |

4.32 **Table 4.2**, below, presents similar data in respect of crushed rock sales. Here again, as noted in **Chapter 3**, some local factors appear to have influenced the levels of production in Oxfordshire, compared with those in England as a whole. Again, the most likely explanation relates to the commercial decisions taken by Hanson to bring in crushed rock aggregates by rail from Somerset. Although no crushed rock sites in Oxfordshire were mothballed, the availability of higher quality stone from the Mendips, during this period, may have displaced some of the local suppliers from the market. In this case the adjusted figure for the 10 year average (2003 – 2012) of crushed rock production was 0.584 mtpa, rather than 0.470 mtpa.

4.33 Table 4.2 now also shows Oxfordshire's sales of crushed rock for 2013 – 2014 compared with the England sales. If the 'pre-recession' proportion of Oxfordshire's production compared to England of 0.82% is applied to the 10 year period to 2014, the adjusted 10-year average (2005 – 2014) would be 0.541 mtpa, rather than 0.508 mtpa. The rows at the bottom of Table 4.2 show the Oxfordshire sales of crushed rock remaining at a relatively high level after 2014 but the England sales figures are not available for comparison.

Table 4.2: Crushed rock: Average percentage of pre-recession years (2001-2007)

| Year | Oxfordshire | England | Ox/Eng | 2001 - 2007 Average |
|---|-------------------|--------------------|-------------------------------------|---------------------|
| 2001 | 1.05 | 94.630 | 1.11% | |
| 2002 | 0.923 | 87.647 | 1.05% | |
| 2003 | 0.629 | 83.957 | 0.75% | |
| 2004 | 0.557 | 85.653 | 0.65% | |
| 2005 | 0.564 | 80.593 | 0.70% | |
| 2006 | 0.495 | 83.722 | 0.59% | |
| 2007 | 0.717 | 82.922 | 0.86% | 0.82% |
| 2008 | 0.543 | 75.179 | 0.72% | |
| 2009 | 0.363 | 59.666 | 0.61% | |
| 2010 | 0.272 | 50.115 | 0.54% | |
| 2011 | 0.322 | 57.744 | 0.56% | |
| 2012 | 0.242 | 52.980 | 0.46% | |
| 10 year Sales Average (2003-2012): | 0.470 mtpa | 71.253 mtpa | Adjusted Oxon Sales Average: | 0.584 mtpa |
| 2013 | 0.502 | 53.417 | 0.94 | |
| 2014 | 1.061 | 63.835 | 1.66 | |
| 10 year Sales Average (2005-2014): | 0.508 mtpa | 66.017 mtpa | Adjusted Oxon Sales Average: | 0.541 mtpa |
| 2015 | 0.914 | not available | – | |
| 2016 | 0.715 | not available | – | |

Factor: Commercial Decisions by Quarry Operators.

Justification for Departure from Historical Sales Average: YES (for sharp & gravel and also for crushed rock): it would be prudent to compensate for the temporary market distortion by making provision for more sharp sand & gravel and crushed rock production in Oxfordshire than is indicated by the 10-year average. Adjusted figures of 1.015mtpa for sharp sand & gravel, and 0.584 mtpa for crushed rock are indicated. In relation to soft sand, there is no available evidence to suggest similar circumstances, therefore no justification for departure from the historical sales average.

Overall Trends in Supply compared with Apportionments

- 4.34 Data presented in **Tables 3.3** and **3.7** in **Chapter 3** clearly show that the supply of primary aggregates within Oxfordshire has declined substantially compared with the apportionments in the former South East Plan, although in the case of crushed rock sales increased to around the apportionment level in 2014 and 2015.
- 4.35 The decline was most abrupt for sales of sand & gravel, which fell from being 74% of the apportionment level at the start of the baseline period, to only 31% of the apportionment by 2013 (and that was despite the apportionment itself being reduced in 2006), although they then increased to around 50% in 2014 – 2016. The reason for this, and for the similar decline in Oxfordshire's production compared with England as a whole, appears to have been attributable to the prolonged recession which, in Oxfordshire, led to the commercial decisions outlined previously. These are both likely to have been temporary factors, however and cannot be used to sustain an argument in favour of reducing the level of future provision: to do so would be to create a serious risk of under-provision in future years which, in turn, could impede Oxfordshire's plans for economic growth.
- 4.36 Over the baseline period as a whole (2007 - 2016), the average annual sales of all sand & gravel in Oxfordshire (0.595mtpa) represents only 33% of the apportionment given in the SE Plan, down from the 49% recorded for the baseline period (2004 – 2013) in the LAA 2014. This does not necessarily imply that future provision needs to be three times the level of the baseline period, since the apportionment itself may have been too high (as Oxfordshire consistently argued for many years), not least because it was derived from much older National & Regional Guideline figures, published in 2003 when demand was generally much higher, but it does indicate that there probably needs to be some degree of upward adjustment. This logic applies even if there were to be no additional economic growth beyond the recent recovery.
- 4.37 For crushed rock, over the baseline period as a whole (2007 – 2016), Oxfordshire's sales averaged 0.565 mtpa, which represents only 57% of the crushed rock apportionment given in the SE Plan, up from the 46% recorded for the baseline period (2004 – 2013) in the LAA 2014. In this case, however, although sales have fluctuated, and were clearly affected by the recession and other factors between 2008 and 2012, they were consistently below the apportionment throughout the baseline period up to and including 2013. Sales increased to 101% of the apportionment in 2014 but fell back to 72% in 2016, the same as the previous highest level in 2007. Again, Oxfordshire consistently argued that the apportionment in the SE Plan was too high, not least because it was derived from much older National & Regional Guideline figures, published in 2003 when demand was generally much higher. The Guidelines were subsequently reduced to reflect this

when they were revised in 2009, and the Secretary of State's proposed changes to the SE Plan suggested that the Oxfordshire apportionment should, accordingly, be reduced from 1.0 to 0.66 mtpa. Whilst those changes were never formally adopted as policy before the SEP was abolished, they would seem to be a more realistic expectation. This indicated that it would probably be justified to make future provision at a level that is higher than the historical sales average and closer to a figure of 0.66 mtpa.

Factor: Overall Trends in Supply compared with Apportionments

Justification for Departure from Historical Sales Average: YES, to some extent: the supply of primary aggregates in Oxfordshire has fallen far below the apportionments given in the former South East Plan, although this has to be balanced against the notion that the Oxfordshire apportionments themselves may have been too high. The net effect is that future provision probably needs to be somewhat higher than the 10 year sales averages, although the actual level of uplift required will need to be underpinned by other evidence.

Local Demand Factors

- 4.38 The main factors which directly influence local demand for construction aggregate are those which control the rate of local construction activity. The main 'drivers' for this are likely to be the rate of economic growth, the rate of local population growth (which affects the rate of construction of new housing and associated infrastructure) and the extent of major infrastructure projects and other key development within the area. In each case, consideration needs to be given to the extent to which these drivers are likely to change during the Plan Period, compared with the 10-year baseline period. This can never be an exact science, and forecasts have to be considered.

Economic Growth

- 4.39 The following national forecasts have been considered:

- Construction Industry Forecasts 2017 - 2019, Spring 2017 Edition, Construction Products Association (November 2016)
- Construction output in Great Britain: July 2017 and new orders April to June 2017, ONS
- PricewaterhouseCoopers (PwC) (July 2017) UK Economic Outlook.
- HM Treasury, Forecasts for the UK economy: a comparison of independent forecasts, Macroeconomic Prospects Team, No. 363 August 2017.
<https://www.gov.uk/government/statistics/forecasts-for-the-uk-economy-august-2017>
- Office of Budget Responsibility, Economic and Fiscal Outlook, 8th March 2017
<http://budgetresponsibility.org.uk/efo/economic-fiscal-outlook-march-2017/>
- <http://www.pwc.co.uk/services/economics-policy/insights/uk-economic-outlook.html>

- 4.40 One of the main points in the Construction Output in Great Britain: July 2017 and New Orders April to June 2017, ONS, was that construction output had contracted by 1.2% in the 3 month on 3 month series in July 2017, but remained at relatively high levels.
- 4.41 The overall rate of economic growth is generally measured in terms of Gross Domestic Product (GDP). Figures are available only for the UK as a whole, and therefore mask important differences from one part of the country to another, but they nevertheless provide at least a background indicator as to the relative changes in economic activity likely to be experienced in Oxfordshire over time. Consideration then needs to be given to more local factors in order to assess how relevant these indicators are to projections of future economic growth in Oxfordshire itself.
- 4.42 The forecasts are uncertain as to the impact of Brexit on the economy and some specifically state that they cannot take this into account in their predictions. In general, in the short-term they predict a slowing in growth of GDP and the construction industry, but do not foresee a dramatic decline. The report by PwC, using their main scenario, projected that UK growth would slow from 1.8% in 2016 to around 1.5% in 2017 and 1.4% in 2018. The HM Treasury Comparison of independent forecasts found that commentators were predicting the average GDP growth (per cent) as 1.6 for 2017 and 1.4 for 2018.
- 4.43 **Table 4.3**, below shows the annual out-turn Real GDP figures for the UK as a whole for the 10-year baseline period. These clearly show the sharp onset of the recession in 2008, the deepening of this in 2009 and the prolonged period of fluctuating but generally limited economic growth thereafter. These are clearly national factors but they are closely reflected in the steep decline in sales of construction aggregates in Oxfordshire and in England. The average rate of growth in the UK over the whole 10-year period was just 1.14%

Table 4.3: Changes in UK Real GDP over the baseline period (SOURCE: Eurostat Website)

| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 10 year annual average |
|--------|------|-------|-------|------|------|------|------|------|------|------|------------------------|
| UK GDP | 2.6% | -0.6% | -4.3% | 1.9% | 1.5% | 1.3% | 1.9% | 3.1% | 2.2% | 1.8% | 1.14% |

- 4.44 **Table 4.4**, below, provides similar details for the subsequent 5-year period, in terms of the most recent forecasts published by the Office of Budget Responsibility (OBR) in March 2017. Similar forecasts are not yet available beyond 2021. Although the annual average for the period 2017 to 2021 (1.84%) is more than the average for the previous 10 years, this figure can only be used with considerable caution. As demonstrated very clearly by the data for the previous decade, the first five years cannot be relied upon as a predictor of subsequent economic growth.

Table 4.4: Forecast future changes in UK GDP (OBR Economic and Fiscal Outlook Report, March 2017)

| | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | annual average |
|--------|------|------|------|------|------|--------------------------------|------|------|------|------|----------------|
| UK GDP | 2.0% | 1.6% | 1.7% | 1.9% | 2.0% | ----- (not yet forecast) ----- | | | | | 1.84% |

- 4.45 That said, and notwithstanding the uncertainty over the effects of Brexit, it is perhaps unlikely that another deep and prolonged recession will be experienced so soon after the last one and it may therefore be prudent to assume that the average rate of UK growth over the period from 2017 to 2026 will be somewhat higher than seen in the preceding decade.
- 4.46 Consideration then needs to be given to any indicators of more local economic growth. Unfortunately, no quantitative information is available on this, but Oxfordshire clearly has a very positive growth agenda, as set out in the current Oxfordshire Strategic Economic Plan and in the Oxfordshire Growth Board's emerging Oxfordshire Infrastructure Strategy (OXIS). It therefore seems reasonable to assume that growth will be at least in line with the indications given by National GDP projections.

Factor: Economic Growth.

Justification for Departure from Historical Sales Average: YES: it would seem prudent to assume that future levels of economic activity, and thus demand for construction aggregate, are likely to be higher during at least the first part of the Plan Period than was the case during the baseline period. Unfortunately, no evidence is available to quantify the level of increase likely to be experienced, but it seems reasonable to assume that at least a modest level of increase will be needed.

Population Growth and House Construction

- 4.47 Other potential sources of information that have been considered regarding the likely future demand for construction aggregates include population growth forecasts and local authority housing forecasts. It is important to note that this section considers population growth and housing construction together when considering the justification for a departure from the historical sales average, and not as separate indicators of increasing demand.
- 4.48 OXIS forecasts that in the period 2016-2040, 123,500 additional homes will be built in Oxfordshire, the equivalent of 5,100 homes being built per year; and that population will increase by 39% from 688,000 to approximately 956,000. OXIS explains that major sites for new homes had been identified over the five local authority areas in Oxfordshire:
- Cherwell - concentrated around Bicester, Banbury and the former RAF site at Upper Heyford.
 - Oxford City - Concentrated at Barton Park, Northern Gateway and Oxpens
 - South Oxfordshire - Concentrated around Chalgrove Airfield and the Didcot Garden Town in conjunction with Vale of White Horse, with further strategic and brownfield sites across the district
 - Vale of White Horse - Concentrated around the Didcot Garden Town, Wantage and Abingdon, i.e. the Science Area
 - West Oxfordshire - Concentrated at Cotswold Garden Village Eynsham, North Witney and Chipping Norton.
- 4.49 Population figures are published by Oxfordshire Insight²¹ and show a steady increase over the baseline period (see **Table 1** in **Appendix 3**). The demand for aggregates, has either declined slightly on average, as in the case for sharp sand and gravel, or increased on average, as for soft sand and crushed rock, as shown in **Chapter 3** and **Appendix 2**. Therefore, it is difficult to correlate the demand for aggregates with population totals - at least at a county level and on the scale associated with year-on-year variations.
- 4.50 A more useful measure, however, may be the average rate of population growth over a period of time. Over the ten year period to 2015 there was an overall growth in the population of Oxfordshire of 50,200 people (+8%), similar to the increase across England (+8.3%). Between 2000 and 2015, the total population of Oxfordshire increased by +70,700 people (+12%) compared with 11% across England. Oxfordshire County Council population forecasts, based on expected housing growth, predict an increase in the number of Oxfordshire residents of +183,900 people (+27%) between 2015 and 2030.²²
- 4.51 Over 10 year baseline period (2004 to 2013) of the LAA 2014 the population had grown by 7.36% from 620,412 to 666,100 (i.e. an average of 0.74% per year)²³. For the current LAA baseline period (2007 to 2016), the population has grown by 8.4% (an average of 0.84% per year). From the population forecast data (see **Table 2** in **Appendix 3**), the forecast average annual growth rate is 0.79% per year for the

²¹ Available at: <http://insight.oxfordshire.gov.uk/cms/population-0>

²² Oxfordshire Insight, 2017 <http://insight.oxfordshire.gov.uk/cms/population-0>

²³ Available at: <http://www.neighbourhood.statistics.gov.uk/dissemination/Info.do?m=0&s=1409751624769&enc=1&page=analysisandguidance/analysisarticles/local-authority-profiles.htm&nsjs=true&nsck=false&nssvg=false&nswid=1280>

period from 2017 to 2026 (the latest date for which forecast figures are currently available). Whilst there is no statistical justification for assuming that rates of population growth will correlate with changes in demand for aggregates, they do at least provide a mechanism for looking further ahead than the current economic forecasts. They suggest that there will be continued pressure for new housing and associated infrastructure development which is likely to be reflected in an increase in the demand for construction aggregates. This is echoed in the Oxfordshire Strategic Economic Plan which states that “*Our vision is Oxfordshire as a vibrant, sustainable, inclusive, world leading economy, driven by innovation, enterprise and research excellence*”; and also that “*Both activity and employment rates are higher than the regional average – and substantially higher than the national average*”. This supports the earlier observation that Oxfordshire is likely to experience future growth at least in line with National projections.

- 4.52 This can be examined further by considering data on rates of house construction (see **Table 3** and data shown in **Figure 1** in **Appendix 3**). For the 10 year baseline period (2007-2016) the average housing completion rate in Oxfordshire was 2,363.5 homes per year²⁴, slightly higher than the previous LAA baseline (2003 – 2014) figure of 2,334.3. Looking forward, the Oxfordshire Strategic Housing Market Assessment (SHMA) has identified that 93,560 to 106,560 additional homes are needed across Oxfordshire over the period 2011-2031²⁵. This equates to an average construction rate of between 4,678 and 5,328 homes per annum. (This is consistent with the OXIS forecast noted above that in the period 2016-2040 an average of 5,100 additional homes per year will be built.) Whilst there is considerable uncertainty in Oxfordshire about the deliverability of these figures, taken at face value they suggest a markedly upward trend in the associated demand for construction aggregates (with an implied doubling, at least, of the rate experienced over the baseline period). This is consistent with the fact that Oxford remains a world class centre for education, research and innovation, and currently has insufficient housing supply, which is acting as a barrier to growth.
- 4.53 Information provided to Oxfordshire County Council by the Mineral Products Association during the course of this work suggests that new housing construction (including estate roads and services) tend to account for roughly 20% of all aggregate sales, with a further 15% being related to major road construction or improvements, some of which may be directly linked to major housing developments. They estimate that “a new house requires some 60 tonnes of aggregates” and “every year over three tonnes of aggregates are needed per head of the population in the UK”²⁶. It may therefore be deduced that something between 20% and 35% of the overall annual aggregate demand within Oxfordshire could be significantly increased - perhaps even doubled over the Plan Period, compared with the baseline period. Whilst the quantification of this increase would need to be tempered by the questions that remain over deliverability, the suggestion of a rising trend is consistent with the wider indications suggested above regarding overall economic growth.

Factor: Population and Housing Growth.

²⁴ Oxfordshire County Council 2014.

²⁵ GL Hearn (2014) Oxfordshire SHMA. Available at: <https://www.oxfordshire.gov.uk/cms/content/spatial-planning-and-infrastructure-partnership>

²⁶ Minerals Products Association, website accessed 12.09.2017: http://www.mineralproducts.org/iss_industry01.htm

Justification for Departure from Historical Sales Average: YES: although the evidence is somewhat indirect, the indications are that demand relating to population growth and new house construction could be significantly higher during the Plan Period than it was during the baseline period. Quantification of this effect is hampered, however by questions regarding the deliverability of the housing figures in the SHMA.

Major Infrastructure Projects/Key Development

- 4.54 Major infrastructure projects, including those at the national scale, and key developments throughout Oxfordshire should be considered alongside housing and associated infrastructure development in terms of their likely influence on the future demand for construction aggregates. It should be noted that in assessing the overall impact of major infrastructure projects/key development and the justification for departure from the historical sales average, the number of new homes to be developed in Oxfordshire, as outlined below, has not been taken into account here, as these have already been considered in the previous section on population growth and house construction. Housing figures have been included here solely for completeness.
- 4.55 The OXIS ²⁷ identifies a range of infrastructure development required to support population and housing growth. These include:
- Oxford to Cambridge Expressway
 - West Oxfordshire A40 strategies
 - Link road between A40 and A44
 - Wantage Eastern Link Road
 - Didcot Science Bridge and A4130 capacity improvements
 - Didcot northern perimeter road stage 3
 - Clifton Hampden bypass
 - Didcot Culham River Crossing
 - East West Rail
 - Re-doubling Cotswold Oxford-Worcester line, including Hanborough Station
 - Oxford station and Banbury station masterplans
 - Cowley branch line
 - Possible rail freight interchange at Bicester
 - Oxford Flood Alleviation Scheme
- 4.56 The National Infrastructure Delivery Plan commits to projects in Oxfordshire including HS2 and government investment of nearly £100 million in the Diamond Light Source Phase III at Harwell, the UK's national synchrotron facility in Oxfordshire, due to be completed in 2018. The Plan also states that:

²⁷ Emerging Oxfordshire Infrastructure Growth Board's work on the Oxfordshire Infrastructure Strategy (OXIS),

“Growth Corridors – The government has asked the National Infrastructure Commission to develop proposals for unlocking growth, housing and jobs in the Cambridge – Milton Keynes – Oxford corridor. The commission will produce a final report for Autumn Statement 2017.”

- 4.57 The commission will carry out 2 new studies on specific infrastructure priorities, one being “proposals for unlocking growth, housing and jobs in the Cambridge – Milton Keynes – Oxford corridor”.
- 4.58 The National Infrastructure Pipeline outlines that the East West Rail Project, which involves linking the Great Western Main Line, Oxford, Bicester, Milton Keynes, Bedford, Cambridge, Ipswich and Norwich, involves £309.69m of funding, and will be completed by 2049. However, as most of these works lie outside Oxfordshire and the Oxford to Bicester section is already under construction, this project is unlikely to influence future aggregate demand in the County greatly.
- 4.59 At a more local scale, priority locations for development in Oxfordshire make up the Oxfordshire Knowledge Spine, which includes Science Vale Oxford²⁸, Bicester and Oxford²⁹.
- 4.60 **Science Vale Oxford** is an area in the southern part of Central Oxfordshire, between the city of Oxford to the north and the M4 to the south. It is the largest concentration of research and development in Europe:
- There are plans to deliver 20,000 new jobs and around 20,000 new homes in the area, with designated land provided for both.
 - Didcot is planned to accommodate the majority of new homes in the Science Vale – with a projected population of about 50,000 by 2031. Current plans provide for at least 15,000 new homes in the Science Vale Oxford area by 2029 and 20,000 by 2031. This includes major sites in Didcot and Harwell, and Wantage and Grove.
- 4.61 **Bicester** has major ambitions for growth, including through the development of the internationally recognised Bicester Village Shopping Centre, the recently completed £70m town centre redevelopment, and the proposed North West Bicester Eco-town.
- The proposed eco development will take place on a site approximately 345 hectares (800 acres) north west of the existing town. It will deliver up to 6,000 homes and it is estimated that over £1 billion of investment could be attracted to the town through proposed developments. In August 2014, Developer A2Dominion submitted the first series of planning applications to Cherwell District Council for consideration for the eco development, the outline planning application includes plans for:
 - Up to 2,600 zero-carbon homes;
 - up to 4,700 square metres of commercial/business space;
 - up to 2,500 square metres of community space;
 - up to 1,250 square metres of retail and leisure space; and
 - a primary school.

²⁸ A global hot spot for enterprise and innovation in science, high technology and the application of knowledge - <http://www.sciencevale.com/>.

²⁹ Oxfordshire LEP (2014) Strategic Economic Plan: Driving Economic Growth Through Innovation.

- 4.62 More generally, both Banbury and Bicester are identified for key development, including 155 hectares of land for employment uses (B use class) and land to provide approximately 15,000 jobs (including retail jobs on town centre sites). Development plans for Carterton also include 1,850 new homes.
- 4.63 Road traffic has grown rapidly in Oxfordshire, particularly on the M40 and A34, with congestion being a significant problem. Growth in traffic on Oxfordshire roads is predicted to be 25% over the period to 2026. The predicted spend on highway schemes in the Local Investment Plan is £56.6 million.
- 4.64 It is difficult to assess the overall impact of the various infrastructure and major development proposals outlined above, in terms of their demand for construction aggregates, without being able to compare this information with equivalent data for the baseline period (2007 - 2016). At the very least, however, there appears to be no evidence to suggest that this element of demand is likely to reduce and, if anything, it seems likely that there will be increased activity. This notion is supported by the Oxford and Oxfordshire City Deal³⁰, which sets out the actions the region will take to create new jobs, support research and businesses, to speed up the development of 7,500 homes across the County, and to encourage improvements to local roads and transport.

Factor: Major infrastructure projects/ key development.

Justification for Departure from Historical Sales Average: YES: whilst it is difficult to quantify, there are some indications that planned infrastructure and major development within the County may be greater during the Plan Period than was the case during the baseline period, and would therefore be prudent to anticipate at least a modest increase in demand for construction aggregates from this sector, in addition to that associated with population and housing growth.

Import and Export Factors

- 4.65 Reliable information relating to imports and exports of construction aggregates between individual MPAs is generally limited to that provided by the four (or five) yearly Aggregate Minerals (AM) surveys, carried out for DCLG and collated by the BGS. Data is available from the AM2005, AM2009 and AM2014 surveys.
- 4.66 Comparison of the AM2009 and AM2014 results show that Oxfordshire changed from being a net importer of sand and gravel (130,000 tonnes) in 2009 to being a net exporter (104,000 tonnes) in 2014. Whilst Oxfordshire was a net importer of crushed rock in both years, and the net import level increased (from 262,000 tonnes in 2009 to 440,000 tonnes in 2014), the quantity of crushed rock exported from the county almost doubled (from 179,000 tonnes in 2009 to 347,000 tonnes in 2014).
- 4.67 As noted earlier, in **Chapter 3**, there is evidence that one of the major suppliers (Hanson) replaced production from some of its sites in Oxfordshire with supply from Somerset and Gloucestershire during the recent recession, thereby increasing imports into the county for a number of years. That seems to have been only a temporary arrangement, however, as shown by the increase in exports in 2014.

³⁰ Available at: <https://www.gov.uk/government/publications/city-deal-oxford-and-oxfordshire>

- 4.68 Whilst increased level of crushed rock imports from Somerset could theoretically continue for many years, in terms of the availability of permitted reserves at Hanson's Whatley Quarry (and Somerset's response to Oxfordshire in respect of their 'Duty to Cooperate'), a continued economic recovery is expected to lead to Hanson increasing local production within Oxfordshire, back to at least pre-recession levels. The situation is perhaps more straightforward in terms of sand & gravel imports from Gloucestershire, since the limited permitted reserves in that area would not be able to support continued exports to Oxfordshire. In particular, the sand & gravel quarry near Fairford that was the main source of supply into Oxfordshire is now exhausted, which is one of the reasons why production has switched back to Sutton Courtenay Quarry. Other potential sources of supply in Gloucestershire are further away from Oxfordshire. The significantly reduced level of imports from Gloucestershire recorded in 2014 is therefore likely to continue, and probably to decline further, irrespective of what happens in Oxfordshire.

Factor: Imports and Exports

Justification for Departure from Historical Sales Average: YES: reduced reliance upon imports, particularly from Gloucestershire, in future years will increase the pressure for domestic production, particularly of sharp sand & gravel. This would be additional to the suggested increases in more general levels of demand within the county, but is largely a repetition of the earlier point relating to commercial decisions by quarry operators.

Summary

- 4.69 Bringing together all of the points identified above, it seems very likely that the overall demand for construction aggregates for use within Oxfordshire will be higher over the Plan Period to 2031 (or at least the first part of that period), than it was during the baseline period.
- 4.70 The evidence for this is as follows:
- There is likely to be a continued availability of unconstrained primary, land-based resources and reserves (i.e. resource availability does not provide any justification for reducing future provision).
 - There is also likely to be a continued availability of secondary and recycled materials, providing a similar proportional contribution to overall supply as in the recent past (i.e. this factor does not provide any justification for either increasing or reducing the supply of primary aggregates).
 - The effects of the recent prolonged recession were exacerbated in Oxfordshire by commercial decisions to mothball certain quarries and to delay the commencement of production at others. Those effects have to a large extent been reversed, and seem likely to go on being reversed as the economy recovers, and it would be prudent to compensate for the temporary market distortion by making provision for more sharp sand & gravel production in Oxfordshire than is indicated by the 10-year average over the baseline period. This has also applied in the case of crushed rock production, albeit to a lesser extent. Adjusted figures of 1.015mtpa for sharp sand & gravel, and 0.584 mtpa

for crushed rock have been indicated. In relation to soft sand, there is no available evidence to suggest similar circumstances and therefore no such justification for departure from the historical sales average.

- More generally, the supply of primary aggregates in Oxfordshire has fallen far below the apportionments in the former South East Plan, particularly in the case of sand and gravel, although this has to be balanced against the notion that the Oxfordshire apportionments themselves were probably too high. This indicates that future provision probably needs to be somewhat higher than the 10 year sales averages - particularly for sharp sand & gravel and to a lesser extent for crushed rock.
- Future levels of general economic activity, and thus demand for construction aggregate within Oxfordshire, are likely to be higher during at least the first part of the Plan Period than was the case during the baseline period. This is supported by the published requirements for future house building, although there are known concerns over the deliverability of those figures.
- Whilst it is difficult to quantify, there are indications that planned infrastructure and major development within Oxfordshire may be greater during the Plan Period than was the case during the baseline period, and it would therefore be prudent to anticipate at least a modest increase in demand for construction aggregates from this sector, in addition to that associated with population and housing growth.
- Reduced reliance upon imports has increased and will continue to increase the pressure for domestic production, particularly of sharp sand & gravel. This would be additional to the suggested increases in more general levels of demand within the county, but is largely a repetition of the earlier point relating to commercial decisions by quarry operators.

4.71 The implications of these trends for the future provision of aggregates in Oxfordshire are considered in the next Chapter.

5 Future Provision

- 5.1 The previous chapter has concluded that, for a number of reasons, it would be unwise to rely solely on the 10 year average sales over the baseline period as a guide to future provision in Oxfordshire. Although the concept of using a 10-year average is intended to overcome the effects of short term variations, the recession was prolonged and the effects were compounded in Oxfordshire by temporary commercial decisions to transfer some production to other counties. This affected sharp sand & gravel and also crushed rock production, but not soft sand production.
- 5.2 Evidence was presented in the LAA 2014 (and has been repeated in this LAA) which indicated that the 10 year baseline figure for sharp sand & gravel production should be adjusted upwards to 1.015 mtpa to compensate for this effect; and that the 10 year baseline for crushed rock production should also be adjusted upwards, to 0.584 mtpa; but that no adjustment to the 10-year average for soft sand is necessary.
- 5.3 Evidence relating to both economic growth and projected housing and associated infrastructure requirements all points to a need for future provision to be higher than the baseline sales figures, but the effects cannot be quantified. The expected growth would, at least to some extent, be accommodated by the adjustments outlined above, but it is possible that future demand could exceed these adjustments after a few years. In the LAA 2014 it was therefore recommended, in line with the general concept of 'Plan, Monitor and Manage', that future levels of provision should be originally set at the levels indicated above (and in line with the actual 10-year average, in the case of soft sand), but that actual sales should be monitored against these expectations on an annual basis. If and when new evidence is obtained which indicates increased demand, these levels of provision should be reviewed.
- 5.4 This LAA includes more recent data on sales, distribution and reserves of aggregates, for 2014 – 2016) and in relation to some of the factors affecting supply and demand in **Chapter 4**. In particular:

Sharp sand and gravel

- Sales of sharp sand and gravel increased significantly in 2014 and again in 2015 but then fell back in 2016 to just above the 2014 level. Most of this decrease was due to a local operational factor at a single quarry.
- The 10 year rolling sales average (2007 – 2016) for sharp sand and gravel has fallen to 0.595 mtpa, further below the provision level figure of 1.015mtpa in the LAA 2014; the 3 year average (2014 – 2016) is 0.686 mtpa.
- Applying the same methodology as used in the LAA 2014, the adjusted 10 year sales average (2005 – 2014) for sharp sand and gravel would be 0.925 mtpa, a decrease from the adjusted figure of 1.015mtpa in the LAA 2014.

Soft sand

- Sales of soft sand were level in 2014, 2015 and 2016 at around 0.230 mtpa.

- The 10 year rolling sales average (2007 – 2016) for soft sand has increased very slightly to 0.184 mtpa, close to the provision level figure of 0.189 mtpa in the LAA 2014; the 3 year average (2014 – 2016) is 0.230 mtpa.

Crushed rock

- Sales of crushed rock doubled in 2014 then fell back in 2015 and 2016, but were still at the highest level since 2007.
- The 10 year rolling sales average (2007 – 2016) for crushed rock has increased to 0.565 mtpa, closer to the provision level figure of 0.584 mtpa in the LAA 2014; the 3 year average (2014 – 2016) is 0.897 mtpa.
- Applying the same methodology as used in the LAA 2014, the adjusted 10 year sales average (2005 – 2014) for crushed rock would be 0.541 mtpa, a small decrease from the adjusted figure of 0.584 mtpa in the LAA 2014.

Sand and Gravel

- 5.5 Although separate landbanks are not required for the two different categories of sand & gravel (i.e. sharp sand & gravel, used primarily for concreting, and soft sand (building sand) used primarily for mortar), the evidence outlined in **Chapter 3** suggests that each of these markets was affected quite differently by the recession and by the resulting commercial decisions. In any case, policy M2 of the adopted Minerals and Waste Core Strategy requires separate landbanks to be maintained for these two mineral types.
- 5.6 Sharp sand & gravel is capable of being substituted by crushed rock products in most end use applications, and was therefore particularly affected by the commercial decisions to mothball local production and to import crushed rock material from outside the county. This had the effect of exacerbating the impact of the recession on supplies of sharp sand & gravel within Oxfordshire. The adjustment needed to restore an adequate level of future provision is therefore much greater in the case of sharp sand and gravel than for soft sand, where sales have been at a more consistent level relative to the national picture. The need for adjustment of the sales average figures in determining the requirements for future provision is therefore different for these two mineral types.

Sharp Sand and Gravel

- 5.7 Based on the logic outlined above, the LAA 2014 recommended that the future provision for sharp sand & gravel production in Oxfordshire should be set, initially, at 1.015 mtpa, but kept under review with respect to new evidence on actual sales, and adjusted further if necessary at each periodic review of the minerals plan.
- 5.8 Whilst the 10 year sales average has fallen, this was expected due to the high level of sales in the years that have now dropped out of the rolling 10 year period. The fall in sales in 2016 was unexpected but there is a local operational reason that explains most of this decrease. The extent of the decrease was not mirrored across the South East. The quarry (Sutton Courtenay) that was temporarily shut down in 2016 is now back in full production and extraction re-commenced at Caversham in 2017 (from a new extension area). This indicates that sales will increase again in 2017.

- 5.9 The Minerals and Waste Core Strategy, which is based on the provision level figures in the LAA 2014, was adopted in September 2017 following receipt of the Inspector's Final Report (which included endorsement of the provision level figures from the LAA 2014) in June 2017. On balance it is considered that, notwithstanding the fall in sales in 2016, it is too early in the monitoring period for the Plan to make changes to the LAA provision level for sharp sand and gravel. Relevant evidence continues to indicate that demand over the plan period will be high and there is no evidence to suggest that sales levels will not continue to increase broadly in line with the previous forecast.
- 5.10 It is therefore considered that the provision level for sharp sand and gravel should remain at 1.015 mtpa for the period of this LAA but that monitoring should continue and the figure should be reviewed as and when the results of monitoring indicate this is appropriate.

Soft Sand

- 5.11 The LAA 2014 recommended that the future provision for soft sand production in Oxfordshire should be set, initially, at 0.189 mtpa, but again kept under review with respect to new evidence on actual sales.
- 5.12 The 3 year sales average has increased above that level but the 10 year sales average has remained in line with it. On balance it is considered that, notwithstanding the increase in sales in 2014 – 2016, it is too early in the monitoring period for the Plan to make changes to the LAA provision level for soft sand.
- 5.13 It is therefore considered that the provision level for soft sand should remain at 0.189 mtpa for the period of this LAA but that monitoring should continue and the figure should be reviewed as and when the results of monitoring indicate this is appropriate.

Crushed Rock

- 5.14 The LAA 2014 recommended that the future provision for crushed rock production in Oxfordshire should be set, initially, at 0.584 mtpa, but that this, again, should be kept under review in relation to the monitoring of actual sales.
- 5.15 The 10 year sales average has increased to close to that level, although the 3 year sales average has increased significantly above it. On balance it is considered that, notwithstanding the large increase in sales in 2014 – 2016, it is too early in the monitoring period for the Plan to make changes to the LAA provision level for crushed rock.
- 5.16 It is therefore considered that the provision level for crushed rock should remain at 0.584 mtpa for the period of this LAA but that monitoring should continue and the figure should be reviewed as and when the results of monitoring indicate this is appropriate.

Landbank

- 5.17 Based on these provision levels and the permitted reserves at 31 December 2016, the landbanks at the end of 2016 were:
- Sharp sand and gravel: 11.2 years (11.383 mt at 1.015 mtpa).

- Soft sand: 7.1 years (1.341 mt at 0.189 mtpa).
- Crushed rock: 14.6 years (8.545 mt at 0.584 mtpa).

Shortfalls and Allocations

- 5.18 The average annual levels of provision set out above need to be maintained for the whole of the Plan Period (i.e. 18 years from 2014 to 2031, inclusive).
- 5.19 The requirements for the plan period have been compared with the stocks of permitted reserves as of 31 December 2016 in order to quantify any shortfalls or surpluses. Where shortfalls are identified, this means that land for potential new reserves will need to be identified and allocated in the Minerals and Waste Site Allocations Plan; and that new permissions will be needed. In some cases, these requirements may already have been at least partially fulfilled by new permissions granted since 31 December 2016.

Sharp Sand and Gravel

- 5.20 The provision level figure of 1.015 mtpa multiplied by 18 years, gives a total provision requirement of 18.27 million tonnes for the period 2014 to 2031.
- 5.21 The permitted reserves of sharp sand & gravel at 31 December 2016 (from **Table 3.4**) amount to 11.383 million tonnes.
- 5.22 Taking into account sales in 2014, 2015 and 2016 (total 2.058 million tonnes), and reserves that are not expected to be worked until after the plan period (1.15 million tonnes), the remaining requirement for the period to 2031 is 5.979 million tonnes.

Soft Sand

- 5.23 The provision level figure of 0.189 mtpa multiplied by 18 years, gives a total provision requirement of 3.402 million tonnes for the period 2014 to 2031.
- 5.24 The permitted reserves of soft sand at 31 December 2016 (from **Table 3.4**) amount to 1.341 million tonnes.
- 5.25 Taking into account sales in 2014, 2015 and 2016 (total 0.690 million tonnes), the remaining requirement for the period to 2031 is 1.371 million tonnes. Also taking into account permissions granted in 2017 for an additional 2.015 million tonnes of reserves, the remaining requirement is reduced to zero.

Crushed Rock

- 5.26 The provision level figure of 0.584 mtpa multiplied by 18 years, gives a total provision requirement of 10.512 million tonnes for the period 2014 to 2031.
- 5.27 The permitted reserves of crushed rock at 31 December 2016 (from **Table 3.8**) amount to 8.545 million tonnes.
- 5.28 Taking into account sales in 2014, 2015 and 2016 (total 2.690 million tonnes), the remaining requirement for the period to 2031 is zero.

6 Conclusions

- 6.1 This Local Aggregates Assessment has reviewed and updated the previous LAA 2014. It has reviewed the likely requirements for the future provision of land-won primary aggregates in Oxfordshire over the period covered by the new Minerals and Waste Local Plan, in accordance with the requirements of the National Planning Policy Framework and current Planning Practice Guidance.
- 6.2 Focusing separately on the different categories of primary aggregates (sharp sand & gravel, soft sand and crushed rock), it has established a ten-year baseline of recent production, initially using an average of sales figures over the period from 2004 to 2013 inclusive and now rolled forward to the period 2007 to 2016. It has then examined a range of supply and demand and import/export factors which might justify a departure from these historical averages.
- 6.3 It has concluded that, because of the prolonged economic recession, and the consequential actions of certain aggregate producers to change their sources of supply, and also because of clear indications of future growth in economic and construction activity, with the exception of soft sand the historical baseline figures and recent trends cannot be relied upon as a guide to future demand without potentially impacting on Oxfordshire's plans for economic growth.
- 6.4 More recent data that has become available since the LAA 2014 was prepared has been considered but on balance it is concluded that it is too early in the monitoring period for the Minerals and Waste Local Plan to make any changes to the provision levels and that further monitoring is needed before any review of the figures should be considered.
- 6.5 Therefore, except for soft sand, future levels of aggregate provision in Oxfordshire need to be higher than might otherwise have been supposed on the basis of recent trends.
- 6.6 More specifically, **this LAA concludes** that:
- The future **provision for sharp sand & gravel** production in Oxfordshire should continue to be set at **1.015 mtpa**;
 - the future **provision for soft sand** production in Oxfordshire should continue to be set at **0.189 mtpa**; and
 - the future **provision for crushed rock** production in Oxfordshire should continue to be set at **0.584 mtpa**.
- 6.7 Based on the permitted reserves at the end of 2016, this would leave shortfalls of:
- 5.979 million tonnes for sharp sand & gravel; and,
 - 1.371 million tonnes for soft sand (but this has been met by further permissions granted in 2017).
- 6.8 In relation to crushed rock, there is no shortfall.
- 6.9 Corresponding provision will need to be made in the Site Allocations Plan to enable sufficient new permissions to be granted for the plan period.

Appendix 1

Sand and Gravel, and Crushed Rock Sites in Oxfordshire

N

DRAFT

Table 1: Active and Permitted Sharp Sand and Gravel Extraction Sites in Oxfordshire, including Current Status and Reserves (tonnes) at 31 December 2016 estimated using public information (Source: OCC)

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | Information Sources |
|------------------------|---------------------|---|---|--|
| Cassington | Hanson Aggregates | Inactive: reserve remaining under plant site. | figure to be inserted | Planning application MW.0175/10 (22.11.10) & report to Planning & Regulation Committee 07.03.11 – reserve remaining under plant site; no working since then. Extension to time permitted in 2016 (MW.0158/15) to extract remaining reserves by 2020. |
| Caversham | Lafarge Tarmac | Inactive at 31.12.2016: existing quarry areas worked out; permission granted on 20.08.14 for 1.86 million tonnes extension; commenced in August 2017. | figure to be inserted | Working of reserves at existing permitted quarry area completed in 2012. Extension application MW.0158/11 (11.11.11), permitted 20.08.14: 1.86 million tonnes, to be worked at average 155,000 tpa over 12 years. Permission implemented in 2017. |
| Finmere | Opes Industries | Active: intermittent small scale working; reserve remaining. | figure to be inserted | Planning application 05/02518/CM (07.12.05) & Appeal Decision/Inspector's Report 11.10.07 – no significant working since permission granted. |
| Gill Mill, Ducklington | Smiths Bletchington | Active: biggest quarry in county; large reserve remaining; 5.0 million tonnes extension permitted in June 2015. | figure to be inserted | Planning application MW.0050/13 (20.03.13) – remaining reserve c.2.8million tonnes at June 2012; average rate of working stated as 300,000tpa; assume 300,000tpa worked June 2012 to June 2015 (1.9 |

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | Information Sources |
|------------------------------------|-------------------------|--|---|--|
| | | | | million remaining). Extension of 5.0 million tonnes permitted in 2015 (MW.0050/13). Rate of production stated as 300,000 – 400,000tpa (assume average of 350,000tpa) therefore assume 175,000 worked between June 2015 and December 2015, then 350,000 in 2016. |
| Moorend Lane, Thame | David Einig Contracting | Active: very small site. | figure to be inserted | Planning application MW.0101/12 (20.06.12) – no working since permission granted 31.01.13. |
| Stanton Harcourt (Stonehenge Farm) | Hanson Aggregates | Inactive: original quarry worked out; extension of 1.55 million tonnes permitted on appeal 08.10.10; permission commenced but reserve remains. | figure to be inserted | Planning application MW.0159/09 (06.07.09) & Appeal Decision/Inspector's Report 08.10.10; 1.55mt to be worked at 200,000 tpa over about 8.5 years – no significant working since permission granted. |
| Sutton Courtenay (Bridge Farm) | Hanson Aggregates | Active: fully operational after periods of mothballing and spasmodic working but production has fluctuated for operational reasons. Extension application for 0.5 million tonnes awaiting determination at 31/12/2016. | figure to be inserted | . Current permission (MW.0001/16) including extension to time and additional reserves of 165,000 tonnes approved 17.05.2016. Application (Dec 15) states amended scheme will produce 297,800t saleable material; average production rate of 140,000tpa. Assume production of 140,000t in 2016. |
| Sutton Wick | Curtis & Sons | Active: small output site; small reserve remaining beneath the plant site; extension for 0.35 | figure to be inserted | Planning application MW.048/05 (07.03.2013) – |

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | | Information Sources |
|-----------------------------|-----------------------|--|---|-----------------------|--|
| | | million tonnes permitted in 2016 | | | |
| Thrupp Lane, Radley | Tuckwell & Sons | Inactive: Estimated 0.85 to 1 million tonnes confirmed as a permitted reserve but under ROMP procedure has gone into suspension and cannot be worked until new conditions have been approved; therefore not currently included as part of permitted reserve or landbank. | figure to be inserted | | Application MW.0045/08 (01.11.12) for new conditions for an old mineral working permission. |
| Faringdon Quarry, Faringdon | Grundon Sand & Gravel | Active: new quarry permitted June 2016 (formerly regarded as extension to Wicklesham Quarry). | figure to be inserted | | Application MW.0126/10 (13.07.10), extension 0.85 million tonnes, permitted 24.06.13, to be worked at 50–60,000 tpa; application refers to the resource comprising predominantly self-binding 'sponge' gravels but also soft sand, but it is not clear how much is soft sand; assume the whole resource is sharp sand & gravel; assume previously permitted quarry area worked out in 2013; assume extension did not commence until after end 2013 |
| | | | Total | figure to be inserted | |

Table 2: Active and Permitted Soft Sand Extraction Sites in Oxfordshire, including Current Status and Reserves (tonnes) at 31 December 2013 estimated using public information (Source: OCC)

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | Information Sources |
|---------------------------|--------------------------------|--|---|---|
| Chinham Fm / Chinham Hill | Hills Quarry Products | Active: sand & limestone; permission granted in 2017 for extension for 1.6 million tonnes of soft sand extraction. | figure to be inserted | Chinham Hill application MW.0132/10 (31.08.10) states 0.3 million tonnes of sand to be worked at 50,000 tpa over 6 years, in tandem with working of Chinham Fm; transportation information indicates overall working rates of 60,000 tpa sand and 30,000 tpa limestone; From application details and permission end dates, assume 5 years more working at the above rates from end 2013. |
| Duns Tew | Smiths Bletchington | Active: Permission granted in 2017 for 0.415 million tonnes extension. | figure to be inserted | Application MW.0036/14 (18.03.14) states: rate of working 25,000 tpa; West Quarry will be completed by 2016; permission expires in 2016; East Quarry already exhausted; proposed extension to East Quarry 415,000 tonnes sand, worked at 25,000 tpa over 16/17 years from 2016. Assume West Quarry will be worked out at end 2015. |
| Hatford | Hatford Quarry Ltd (Earthline) | Active: sand & limestone. | figure to be inserted | Application MW.0153/12 (31.08.12) states: existing working area will be completed early 2013; sand reserves remain in phases E & F closest to Hatford, but preferable to extend westwards, away from village; working of western extension to follow existing |

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | | Information Sources |
|--------------|---------------------------|---|---|-----------------------|--|
| | | | | | working area; total 0.205 million tonnes sand to be worked over 5-6 years, 2013 – 2019, (average approx. 35,000tpa). Assume extension did not commence until after end 2013. |
| Shellingford | Multi-Agg Ltd (Earthline) | Active: sand and limestone; Permissions granted 28.04.11 for deepening and eastern extension, total 1.05 million tonnes sand & 1.225 million tonnes limestone, requires extraction to end by 31.12.20 in eastern extension area and 31.12.28 in existing quarry area. | figure to be inserted | | Applications MW.0020/11 & MW.0021/11 (20.01.11) both permitted 28.04.11, for deepening of quarry and eastern extension, giving total reserves in existing quarry 0.49 million tonnes sand & 0.85 million tonnes limestone plus in extension area 0.56 million tonnes sand & 0.375 million tonnes limestone, to be worked at average 70,000 tpa sand & 80,000 tpa limestone, total 150,000 tpa, over approx. 15 years. Assume 6 years working 2011 to 2016. |
| Upwood | Hills Quarry Products | Active: sand and limestone; large remaining reserve (over 50% of total Oxfordshire soft sand permitted reserve). | figure to be inserted | | Application MW.017/08 (21.08.08) for extraction of soft sand & intermittently occurring limestone at new quarry, permitted 14.01.10, for 1.4 million tonnes to be worked at average of 85,000 tpa over 15 to 18 years, 2011 to 2028. Assume 6 years working 2011 to 2016. |
| | | | Total | figure to be inserted | |

Table 3: Active and Permitted Crushed Rock Extraction Sites in Oxfordshire, including Current Status and Reserves (tonnes) at 31 December 2016 estimated using public information (Source: OCC)

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | Information Sources |
|---------------------------|--------------------------------|--|---|--|
| Alkerton | Peter Bennie Ltd. | Inactive | figure to be inserted | Application MW.0113/12 (10-Jul-2012) – restoration in progress |
| Ardley/Dewars Farm | Smith & Sons Bletchington Ltd. | Active | figure to be inserted | |
| Burford | Smith & Sons Bletchington Ltd. | Active | figure to be inserted | MW.0054/14 Condition restricts extraction to no more than 200,000 tonnes per year |
| Chinham Farm/Chinham Hill | Hills Quarry Products Ltd. | Active: sand & limestone; permission granted in 2017 for extension for 0.6 million tonnes of limestone extraction. | figure to be inserted | Application MW.0124/16 (03.10.16) permitted 16.06.17. |
| Hatford | Hatford Quarry Ltd. | Active | figure to be inserted | Application MW.0153/12 (31.08.12) states: existing working area will be completed early 2013; sand reserves remain in phases E & F closest to Hatford, but preferable to extend westwards, away from village; working of western extension to follow existing working area; total 0.479 million tonnes sand to be worked over 5-6 years, 2013 – 2019, (average approx. 79,000tpa). Assume extension did not commence until after end 2013. |
| Rollright | Hanson | Inactive | figure to be inserted | |

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | Information Sources |
|---------------------|--------------------------------|----------------|---|--|
| Phase 1 | Aggregates | | | |
| Rollright Phase 2 | Smith & Sons Bletchington Ltd. | Active | figure to be inserted | |
| Shellingford | Multi-Agg Ltd. | Active | figure to be inserted | Applications MW.0020/11 & MW.0021/11 (20.01.11) both permitted 28.04.11, for deepening of quarry and eastern extension, giving total reserves in existing quarry 0.49 million tonnes sand & 0.85 million tonnes limestone plus in extension area 0.56 million tonnes sand & 0.375 million tonnes limestone, to be worked at average 70,000 tpa sand & 80,000 tpa limestone, total 150,000 tpa, over approx. 15 years. Assume 6 years working 2011 to 2016. |
| Shipton-on-Cherwell | Earthline | Active | figure to be inserted | Application MW.0125/16 (12-Oct-2016) states that there is 90,000t left to extract at 10,000 tpa per month by December 2017. |
| Upwood | Hills Quarry Products Ltd. | Active | figure to be inserted | Application MW.017/08 (21.08.08) for extraction of soft sand & intermittently occurring limestone at new quarry, permitted 14.01.10, for 1.4 million tonnes. Unable to quantify proportion of limestone. |
| Whitehill | Smith & Sons Bletchington | Active | figure to be inserted | |

| Site | Operator | Current Status | Estimated Permitted Reserves (tonnes) at 31/12/16 | | Information Sources |
|----------------|-------------------|----------------|---|-----------------------|---------------------|
| | Ltd. | | | | |
| Wroxton Fields | Peter Bennie Ltd. | Active | figure to be inserted | | |
| | | | Total | figure to be inserted | |

Appendix 2

Linear Trend Analysis

DRAFT

Sharp Sand & Gravel

Table 1: Sales data for sharp sand & gravel in Oxfordshire and England

| Year | Oxfordshire Sales, mtpa | England Sales, mtpa |
|------|-------------------------|---------------------|
| 2007 | 0.893 | 44.52 |
| 2008 | 0.629 | 41.527 |
| 2009 | 0.462 | 31.705 |
| 2010 | 0.455 | 31.794 |
| 2011 | 0.489 | 31.392 |
| 2012 | 0.559 | 28.702 |
| 2013 | 0.401 | 30.634 |
| 2014 | 0.639 | 33.831 |
| 2015 | 0.768 | n.d.a |
| 2016 | 0.651 | n.d.a |

Figure 1: Linear trend analysis for Oxfordshire sales of sharp sand & gravel (mtpa)

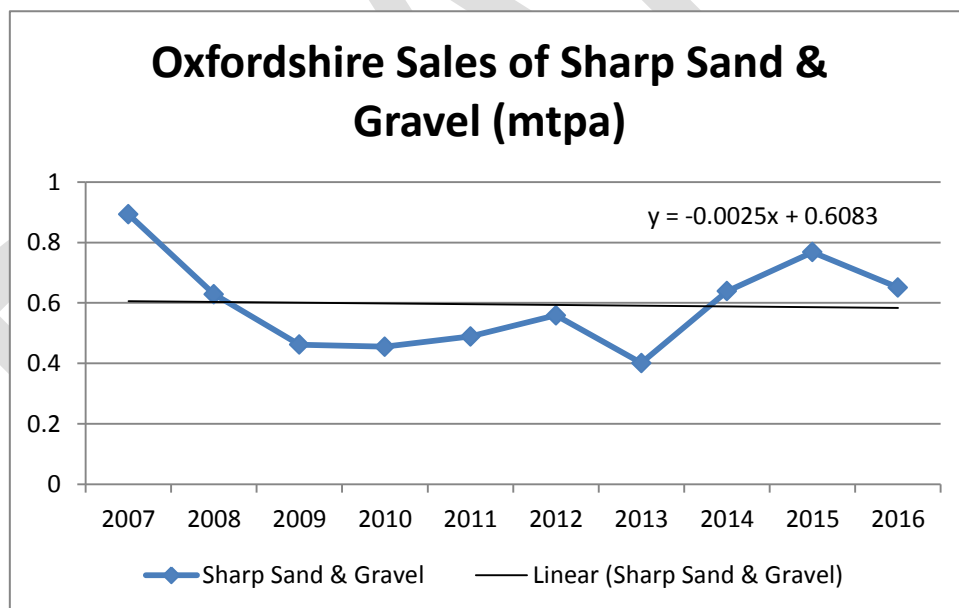
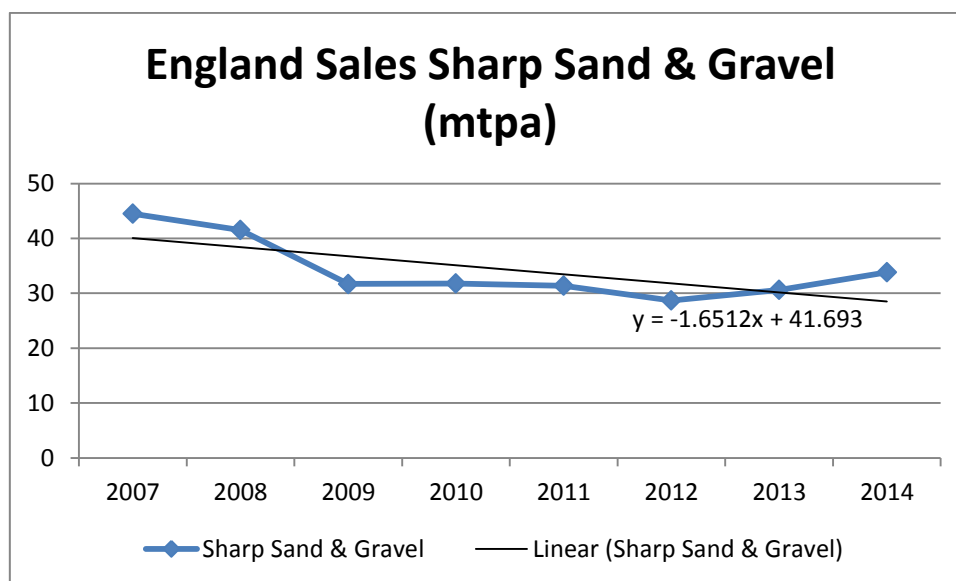


Figure 2: Linear trend analysis for England sales of sharp sand & gravel (mtpa)*



* N.B. data not available for 2015 or 2016

Soft Sand

Table 2: Sales data for soft sand in Oxfordshire and England

| Year | Oxfordshire Sales, mtpa | England Sales, mtpa |
|------|-------------------------|---------------------|
| 2007 | 0.166 | 9.992 |
| 2008 | 0.151 | 8.607 |
| 2009 | 0.165 | 6.105 |
| 2010 | 0.142 | 4.929 |
| 2011 | 0.201 | 5.197 |
| 2012 | 0.155 | 4.527 |
| 2013 | 0.165 | 5.221 |
| 2014 | 0.230 | 4.954 |
| 2015 | 0.233 | n.d.a |
| 2016 | 0.227 | n.d.a |

Figure 3: Linear trend analysis for Oxfordshire sales of soft sand (mtpa)

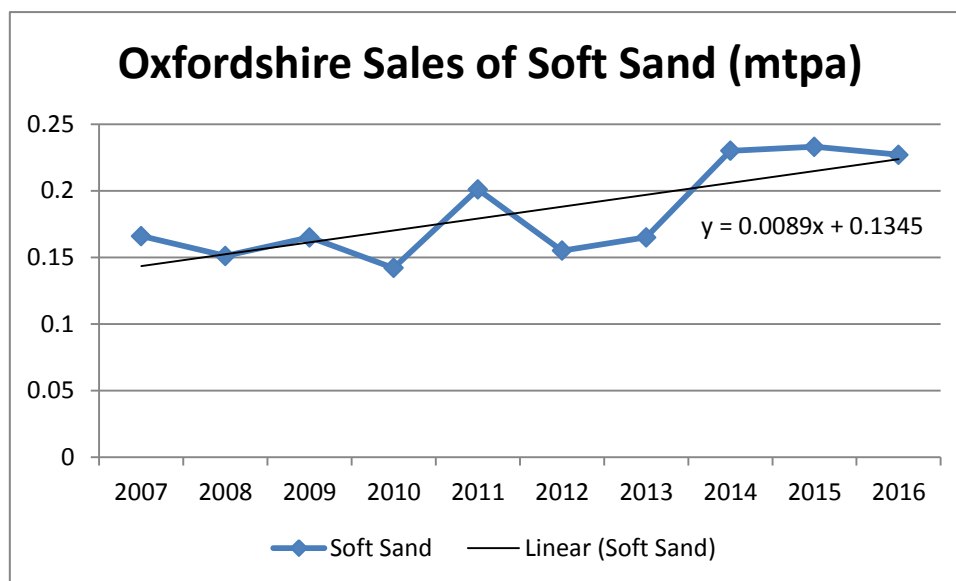
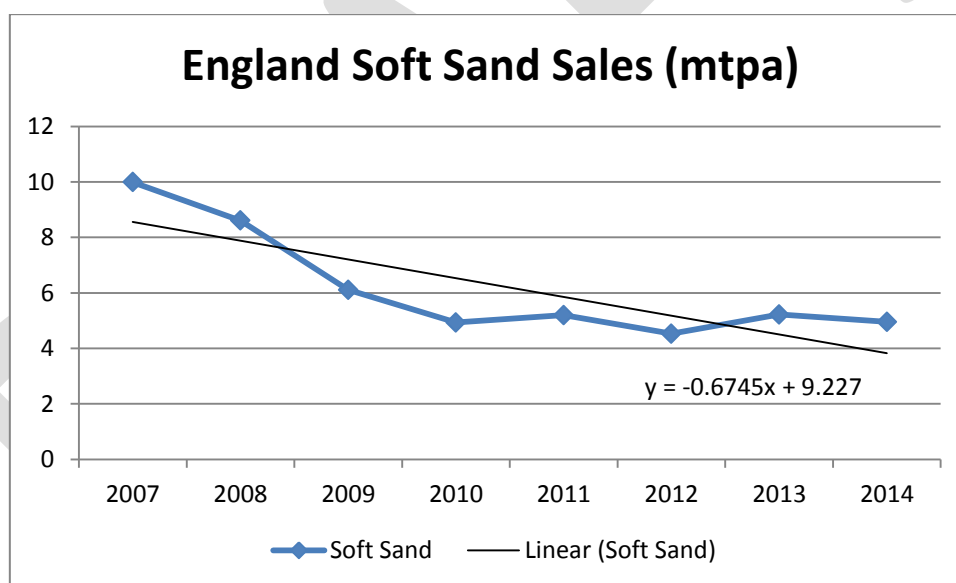


Figure 4: Linear trend analysis for England sales of soft sand (mtpa)*



*N.B. data not available for 2015 or 2016

Crushed Rock

Table 3: Sales data for crushed rock in Oxfordshire and England

| Year | Oxfordshire Sales, mtpa | England Sales, mtpa |
|------|-------------------------|---------------------|
| 2007 | 0.717 | 82.922 |
| 2008 | 0.543 | 75.179 |
| 2009 | 0.363 | 59.666 |
| 2010 | 0.272 | 50.115 |
| 2011 | 0.322 | 57.744 |
| 2012 | 0.242 | 52.980 |
| 2013 | 0.502 | 53.417 |
| 2014 | 1.061 | 63.835 |
| 2015 | 0.914 | n.d.a |
| 2016 | 0.715 | n.d.a |

Figure 5: Linear trend analysis for Oxfordshire sales of crushed rock (mtpa)

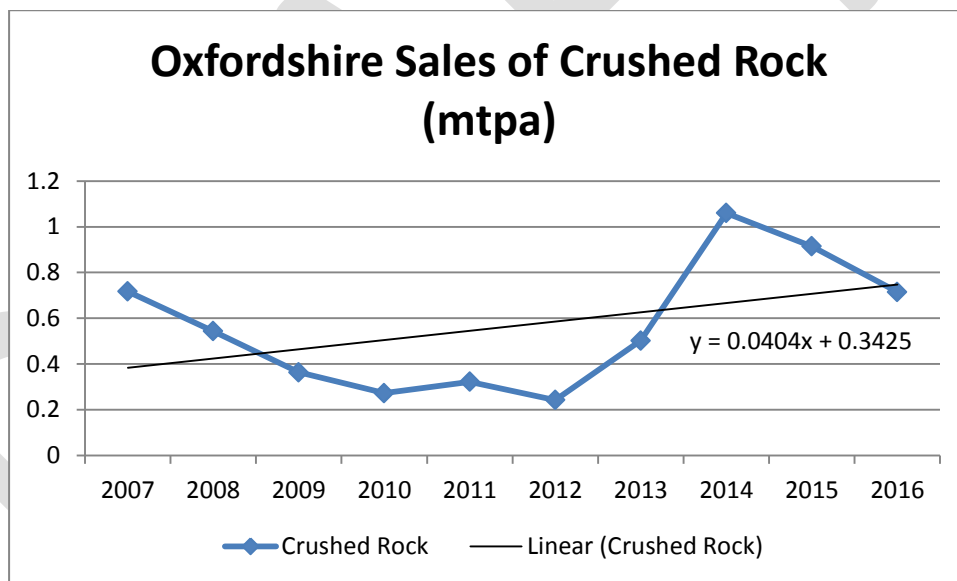
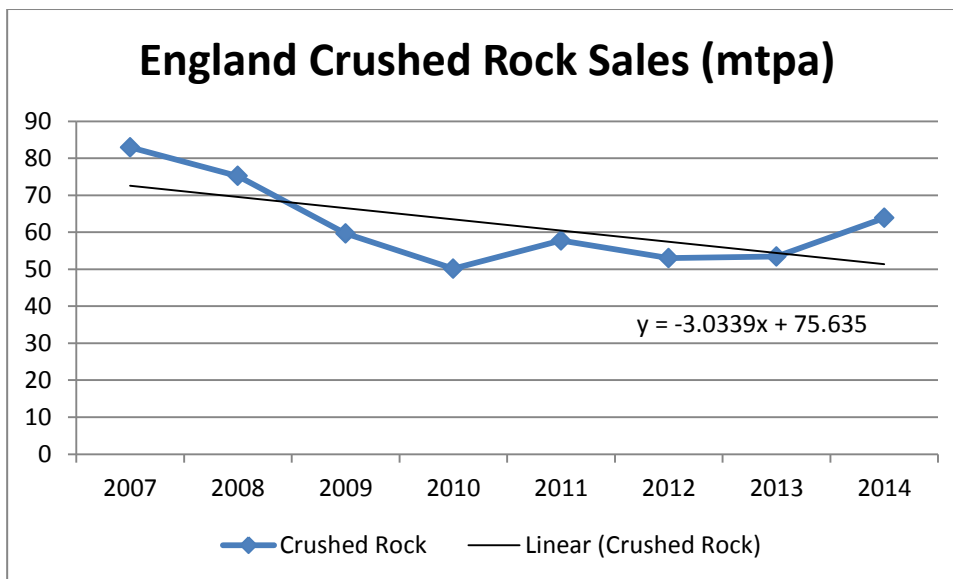


Figure 6: Linear trend analysis for England sales of crushed rock (mtpa)*



*N.B. data not available for 2015 or 2016

DRAFT

Appendix 3
Population and Housing Figures

DRAFT

Population Figures

Table 1 below presents the population figures for Oxfordshire for the 10 year baseline period (2004 to 2013).

Table 1: Oxfordshire population figures for the 10 year baseline period (2004 to 2013) (Source: <http://www.neighbourhood.statistics.gov.uk>)

| Year | Population |
|------|------------|
| 2007 | 635,094 |
| 2008 | 638,784 |
| 2009 | 643,095 |
| 2010 | 648,688 |
| 2011 | 654,791 |
| 2012 | 660,772 |
| 2013 | 666,100 |
| 2014 | 668,227 |
| 2015 | 675,984 |
| 2016 | 688,410 |

Table 2 below presents the population forecast data for Oxfordshire up to 2026.

Table 2: Population forecasts for Oxfordshire up to 2026 (Source: <http://insight.oxfordshire.gov.uk/cms/>)

| Year | Population Forecast |
|------|---------------------|
| 2017 | 699,023 |
| 2018 | 708,258 |
| 2019 | 717,584 |
| 2020 | 725,485 |
| 2021 | 732,128 |
| 2022 | 737,888 |
| 2023 | 742,345 |
| 2024 | 746,898 |

| Year | Population Forecast |
|------|---------------------|
| 2025 | 750,880 |
| 2026 | 754,439 |

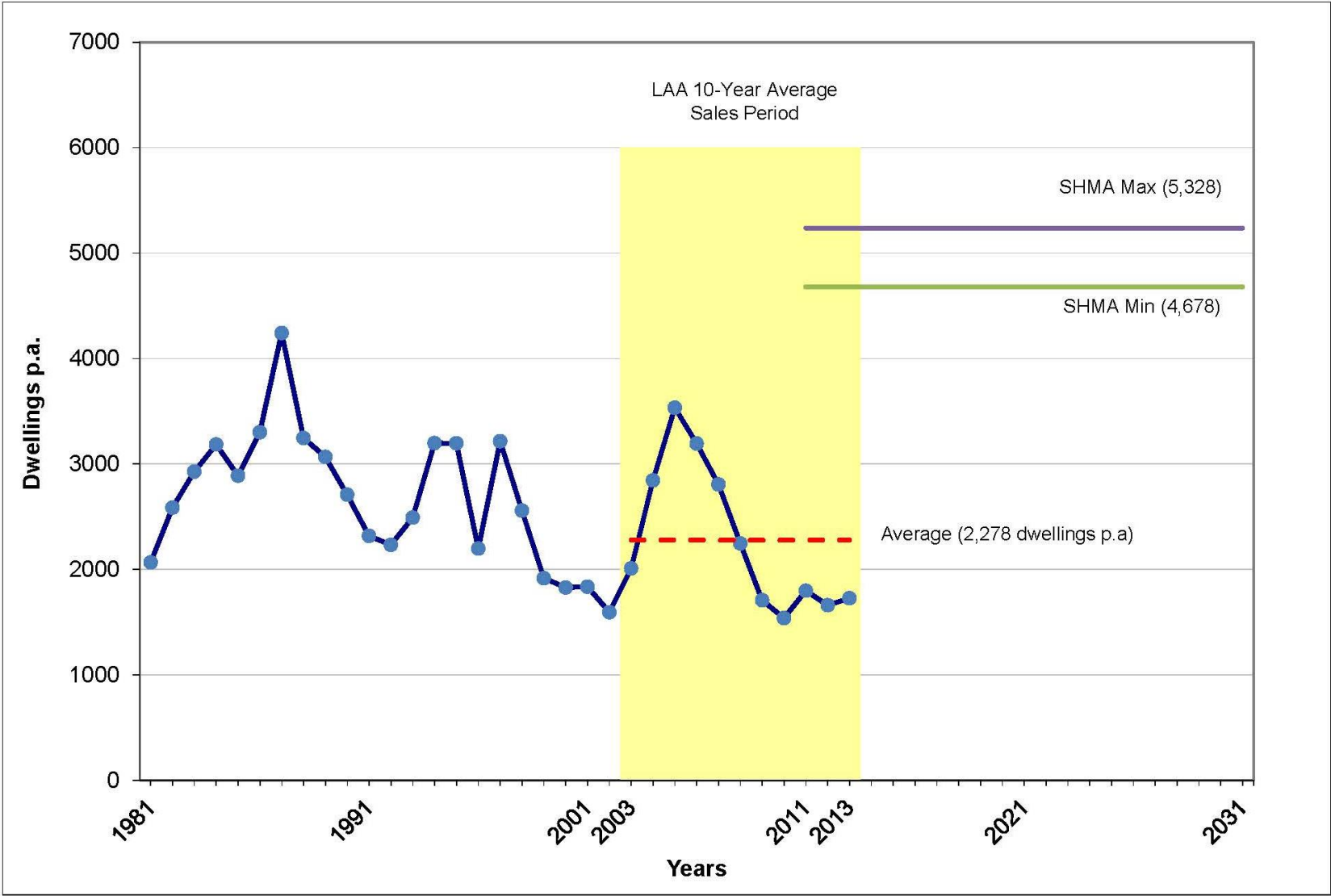
Housing Completion Figures

Table 3 below presents the housing completion figures for Oxfordshire for the 10 year baseline period (2007 to 2016).

Table 3: Housing completions by year in Oxfordshire (Source: Oxfordshire County Council and District Council monitoring reports)

| Year | Housing Completions |
|---------|---------------------|
| 2006/07 | 3,194 |
| 2007/08 | 2,807 |
| 2008/09 | 2,246 |
| 2009/10 | 1,708 |
| 2010/11 | 1,539 |
| 2011/12 | 1,799 |
| 2012/13 | 1,661 |
| 2013/14 | 1,873 |
| 2014/15 | 3,013 |
| 2015/16 | 3,795 |

TO BE UPDATED Figure 1: Housing completion data for Oxfordshire



This page is intentionally left blank

| |
|------------------|
| Division(s): N/A |
|------------------|

CABINET – 19 DECEMBER 2017

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

| Topic/Decision | Portfolio/Ref |
|---|---|
| Cabinet, 23 January 2018 | |
| <ul style="list-style-type: none"> ▪ Delegated Powers - January 2018 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. | Cabinet, Leader 2017/102 |
| <ul style="list-style-type: none"> ▪ Corporate Plan To approve the new Corporate Plan for 2018-2021, prior to consideration by Full Council in February 2018. | Cabinet, Deputy Leader 2017/146 |
| <ul style="list-style-type: none"> ▪ Business Management & Monitoring Report for Quarter 2 - 2017/18 - December 2017 To note and seek agreement of the report. | Cabinet, Deputy Leader 2017/101 |
| <ul style="list-style-type: none"> ▪ Daytime Support Grants - January 2018 To seek agreement of the award of Daytime Support Grant Funding, as per the agreed decision making process. | Cabinet, Adult Social Care 2017/111 |
| <ul style="list-style-type: none"> ▪ Service & Resource Planning Report - 2018/19 - January 2018 To provide background and context to the service and resource planning process for 2018/19. | Cabinet, Finance 2017/100 |
| <ul style="list-style-type: none"> ▪ Transition Fund for Community Initiatives for Open Access Children's Services - Round 5 To seek a decision on grant funding. | Cabinet, Local Communities 2017/149 |

Cabinet Member for Environment, 11 January 2018

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ Banbury A361 Bloxham Road - 30mph Speed Limit Extension To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/152</p> |
| <ul style="list-style-type: none"> ▪ Harwell/West Hagbourne - Harwell Link Road - New and Revised Speed Limits and Signalled Crossing To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/156</p> |
| <ul style="list-style-type: none"> ▪ Kingham - B4450 30mph Limit and Traffic Calming Feature To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/157</p> |
| <ul style="list-style-type: none"> ▪ Milton (Didcot) - 40mph Speed Limit and Toucan Crossing To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/158</p> |
| <ul style="list-style-type: none"> ▪ Oxford - A4144 Woodstock Road Side Road Entry Treatments - South Parade, Oakthorpe Road and Thorncliffe Road To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/159</p> |
| <ul style="list-style-type: none"> ▪ Oxford - Quaking Bridge - Structural Weight Limit To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/161</p> |
| <ul style="list-style-type: none"> ▪ Bicester - Middleton Stoney Road - Proposed Toucan Crossing To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/170</p> |
| <ul style="list-style-type: none"> ▪ Curbridge - A4095 Bampton Road - Extension of 30mph Limit To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/164</p> |
| <ul style="list-style-type: none"> ▪ Oxford - West Street - Proposed Extension to Parking Bay To seek approval of the proposals. | <p>Cabinet Member for Environment, 2017/167</p> |

Cabinet Member for Property & Cultural Services, 22 January 2018

- | | |
|---|--|
| <ul style="list-style-type: none"> ▪ Promotion of Council Land for Development 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. | <p>Cabinet Member for Property & Cultural Services, 2017/104</p> |
|---|--|

Cabinet Member for Public Health & Education, 10 January 2018

- **Formal Approval of Schools Funding Formula 2018-19** Cabinet Member
The final funding formula for schools and academies for 2018-19 for Public Health & Education needs to be formally approved politically before submission to the DfE by 19 January. Schools Forum has been consulted in 2017/103 development of the funding formula for 2018-19 as a statutory consultee, but the decision on the final formula is made by the local authority, after considering Schools Forum views.

This page is intentionally left blank