

Public Document Pack

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

**Tuesday, 15 July 2014 at 2.00 pm
in Meeting Rooms 1&2**

County Hall, Oxford, OX1 1ND



Joanna Simons
Chief Executive

July 2014

Contact Officer: Sue Whitehead
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Membership

Councillors

Ian Hudspeth	<i>Leader of the Council</i>
Rodney Rose	<i>Deputy Leader of the Council</i>
Mrs Judith Heathcoat	<i>Cabinet Member for Adult Social Care</i>
Nick Carter	<i>Cabinet Member for Business & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural & Community Services</i>
David Nimmo Smith	<i>Cabinet Member for Environment</i>
Arash Fatemian	<i>Cabinet Member for Finance</i>
Louise Chapman	<i>Cabinet Member for the Fire Service & Corporate Plan</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health & the Voluntary Sector</i>

*The Agenda is attached. Decisions taken at the meeting
will become effective at the end of the working day on 23 July 2014
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: 16 September 2014

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

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

Whose Interests must be included?

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

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

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

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

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

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

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

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

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

List of Disclosable Pecuniary Interests:

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

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

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

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes

To approve the minutes of the meeting held on 17 June 2014 (**CA3** to be circulated separately) 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. Treasury Management Outturn 2013/14 (Pages 1 - 18)

Cabinet Member: Finance

Forward Plan Ref: 2014/019

Contact: Lewis Gosling, Financial Manager (Trainee) – Treasury Management Tel: (01865) 323988

Report by Chief Finance Officer (**CA6**).

The report sets out the Treasury Management activity undertaken in the financial year

2013/14 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator Outturn, changes in Strategy, and interest receivable and payable for the financial year.

The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2013/14.

7. 2014/15 Financial Monitoring & Business Strategy Delivery Report - May 2014 (Pages 19 - 80)

Cabinet Member: Finance

Forward Plan Ref: 2014/018

Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

Report by Chief Finance Officer (**CA7**).

The report focuses on the delivery of the Directorate Business Strategies that were agreed as part of the Service and Resource Planning Process for 2014/15 – 2017/18. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2014. Capital Programme monitoring and update is included at Part 3 and Part 4 sets out a change to un-ringfenced grant funding in 2014/15. Changes to Fees and Charges are included at Part 5.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests and changes related to unringfenced grants set out in Annex 2a and Part 4;***
- (c) approve the supplementary estimate request in Annex 2e;***
- (d) note the Treasury Management lending list at Annex 3;***
- (e) approve the updated Capital Programme at Annex 8 and the associated changes to the programme in Annex 7c;***
- (f) approve the contribution of £1.7m of developer contributions funding to the Cheney Academy to expand the school by an additional class in each year;***
- (g) authorise the Director for Children, Education & Families and the Chief Finance Officer to enter into a funding agreement with Cheney Academy to transfer £1.7m of developer funding in stages;***
- (h) approve the use of the £1.120m grant to implement the Universal Infant Free School Meal programme and the addition of the scheme to the Capital Programme;***
- (i) approve the fees and charges as set out in Part 5 and Annex 9.***

8. Public Health Annual Report (Pages 81 - 120)

Cabinet Member: Public Health & the Voluntary Sector

Forward Plan Ref: 2014/090

Contact: Rebecca Cooper, Consultant – Public Health Tel: (018654) 328553

Report by Director of Public Health (**CA8**).

This is the seventh Director of Public Health Annual Report.

As well as reporting on the overall state of health and wellbeing of the county, the paper:

- Reports on the Public Health services that the county council is now responsible for as set out in legislation.
- Reflects on the opportunities afforded by the return of Public Health to Local Government and sketch out some of what the future may hold.

The report begins with an analysis on these opportunities.

This is followed by sections reporting on services, important issues and progress in the following chapters:

1. The Best Start in Life
2. Improving Quality of Life for All
3. Reducing Inequalities in Health
4. Infectious and Communicable Diseases

Cabinet is RECOMMENDED to RECOMMEND Council to receive the report and note its recommendations.

9. SEND (Special Educational Needs & Disabilities) Reforms (Pages 121 - 128)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2014/089

Contact: Janet Johnson, Children with SEN Manager Tel: (01865) 815129

Report by Director for Children's Services (**CA9**).

The Children and Families Act (March, 2014) introduces significant changes affecting children and young people, aged 0 - 25, with special educational needs (SEN) and disabilities. These, in turn, have implications for a number of public bodies, including the Council. The principle changes which impact on the role of the Council include the requirement to publish a 'Local Offer'; the replacement of Statements of SEN with Education, Health and Care Plans; and personal budgets. The report summarises the key issues, their implications and how the Council is responding.

The Cabinet is RECOMMENDED to be aware of the significant changes to SEN and disabilities and the challenges facing the Council over the coming years.

10. Oxfordshire Minerals and Waste Local Plan - Review of Statement of Community Involvement (Pages 129 - 158)

Cabinet Member: Environment

Forward Plan Ref: 2014/081

Contact: Chris Kenneford, Service Manager – Planning Regulations Tel: (01865) 815615

Report by Interim Deputy Director for Environment & Economy – Strategy & Infrastructure Planning (**CA10**).

The County Council has a statutory duty to prepare a Statement of Community Involvement (SCI). This sets out how the Council will involve the community (consultees, stakeholders and other interested parties) in: preparing and reviewing the Minerals and Waste Local Plan; and making decisions on planning applications for minerals, waste and County Council developments. The Council must comply with its SCI in preparing the Local Plan.

The current SCI was adopted by the Council in November 2006. Since then there have been changes in legislative requirements for consultation and in the way the Council carries out consultation. In view of these changes, a review of the adopted SCI is required. This should be undertaken now, so that an up to date SCI can be put in place before the Minerals and Waste Local Plan: Core Strategy is published and submitted to the Secretary of State for examination early in 2015.

The Cabinet is RECOMMENDED to

- (a) agree the draft revised Oxfordshire Statement of Community Involvement at Annex 1, subject to final detailed amendment, updating and editing, as a draft for public consultation;***
- (b) authorise the Deputy Director for Environment & Economy (Strategy & Infrastructure Planning) to:***
 - (i) carry out final detailed amendment, updating and editing of the draft revised Oxfordshire Statement of Community Involvement, in consultation with the Cabinet Member for Environment;***
 - (ii) publish the draft revised Oxfordshire Statement of Community Involvement for public consultation.***

11. Externalisation of Back Office/School Facing Services - Next Steps (Pages 159 - 164)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2014/074

Contact: Lorna Baxter, Chief Finance Officer Tel: (01865) 823971/Steve Munn, Chief HR Officer Tel: (01865) 815191

Report by Chief Executive (**CA11**).

This report provides an update and next steps in the externalisation of corporate facing HR and Finance back office services and the joint venture proposal to cover school back office and schools learning and foundation years.

The Cabinet is RECOMMENDED to:

- (a) ***agree to join the Hampshire partnership as an operational partner for the provision of back office support services with an expected go-live date of 1st July 2015.***
- (b) ***note that a report will be brought to Cabinet in September 2014 setting out the progress made towards a business case for a second partnership with Hampshire concerning a range of school improvement and support services.***

12. Modification to Approved Alteration of Age Range at St Edburg's CE (VA) Primary School, Bicester (Pages 165 - 168)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2014/046

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services & the Governing Body (**CA12**).

In July 2012, Cabinet approved the proposal for St Edburg's CE (VA) Primary School in Bicester to alter its age range in order to establish a Nursery class. The alteration is linked to the future relocation and expansion of the school to a new building in the Kingsmere housing development.

The relocation of the school is delayed and so the original implementation date cannot be met and must be postponed until the school is in its new building. Under the Guidance that the original approval was given, a change of implementation date must be approved by the same Decision Maker (Cabinet). This is the reason for this report going before Cabinet.

The Cabinet is RECOMMENDED to approve the modification to the implementation date of the approved alteration of age range at Edburg's CE (A) Primary School, Bicester.

13. Recommended Sponsor for the New Primary School for Barton, Oxford - report on the selection process for approved providers and approval of Preferred Option (Pages 169 - 170)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2014/044

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CA13**).

The Cabinet meeting of 4 September 2012 approved a process for the identification of sponsors for new academies to meet the needs of population growth such as this which requires a new primary school for 2015.

This process has been followed and has now reached the point where a preferred provider has been identified from a group of 2 short-listed bidders which were assessed against criteria.

The Cabinet is asked to agree the recommended provider which will be submitted to the Secretary of State for Education for a final decision.

The Cabinet is RECOMMENDED to approve the Cheney School Academy Trust as the preferred provider to be submitted to the Secretary of State for Education for final agreement.

14. Recommended Sponsor for the First New Primary School for NW Bicester - report on selection process for potential providers and approval of Preferred Option (Pages 171 - 174)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2014/045

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (CA14).

The Cabinet meeting of 4 September 2012 approved a process for the identification of sponsors for new academies to meet the needs of population growth such as this which requires a new primary school for 2015.

This process has been followed and has now reached the point where a preferred provider has been identified from a group of 3 short-listed bidders which were assessed against criteria.

The agreed process is that the preferred option should be approved either by Cabinet or by the Lead Member for Children, Education and Families.

The Cabinet is asked to agree the preferred provider which will be submitted to the Secretary of State for Education for a final decision.

In addition the Cabinet is asked to consider whether similar decisions on further schools should be made by the Lead Member unless there are exceptional circumstances.

The Cabinet is RECOMMENDED to agree

- (a) The White Horse Federation as the recommended provider to be submitted to the Secretary of State for Education for final agreement;***
- (b) The Cabinet is RECOMMENDED to agree that in future the preferred provider for a new school should be approved by Lead Member for***

Children, Education and Families rather than Cabinet, unless there are exceptional circumstances.

15. Cabinet Business Monitoring Report for Quarter 4 (Pages 175 - 190)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2014/020

Contact: Maggie Scott, Head of Policy Tel: (01865) 816081

Report by Head of Policy (**CA15**).

This paper provides details of performance for quarter four for the Cabinet to consider. The report is required so that the Cabinet can monitor the performance of the Council in key service areas and be assured that progress is being made to improve areas where performance is below the expected level.

Cabinet is RECOMMENDED to note and discuss the performance reported in the dashboards.

16. Forward Plan and Future Business (Pages 191 - 192)

Cabinet Member: All

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

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include "updating of the Forward Plan and proposals for business to be conducted at the following meeting". Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA16**. 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.

17. Delegated Powers of the Chief Executive - July 2014

Cabinet Member: Leader

Forward Plan Ref: 2014/021

Contact: Sue Whitehead, Principal Committee Officer Tel: (01865) 810262

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
7 February 2014	Provision of Drug & Alcohol Education in	Approved a contract award for the provision	To ensure continuity of service provision

	Secondary Schools	of drug and alcohol education in secondary schools to "The Training Effect" for two years with an option to extend for up to a further 24 months at a total value of £521,240	of a statutory service following transfer of functions from Public Health to local authority.
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18. Exempt Item

Item 19

In the event that any Member or Officer wishes to discuss the information set out in the Annex to Item 19, the Cabinet will be invited to resolve to exclude the public for the consideration of that Annex by passing a resolution in relation to that item in the following terms:

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

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

THE ANNEX TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY.

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

19. Didcot Great Western Park - Primary School (Pages 193 - 198)

Cabinet Members: Business & Customer Services and Children, Education & Families
Forward Plan Ref: 2014/092

Contact: Trevor Askew, Service Manager – Property & Procurement Tel: (01865) 323678

Report by Director for Environment & Economy (**CA19**).

The information contained in the annex is exempt in that it falls within the following prescribed category:

3. *Information relating to the financial or business affairs of any particular person*

(including the authority holding that information)

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that where a tender or bidding process is in progress disclosure would distort the proper process of open competition and would prejudice the position of the authority in the process of the transaction and the Council's standing generally in relation to such transactions in future, to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

As a consequence of a new 3,300 unit housing development at Great Western Park, Didcot, there is an immediate need to provide a 420 pupil Primary school within the development for September 2015. Outline Planning consent has been gained for the overall development (housing and schools etc.) by the developer; associated with which is a S106 agreement securing land and contributions towards various infrastructure, including the proposed primary school. Work to complete this new school project commenced in June 2013. The Scheme has now been developed sufficiently to pass its first Capital Governance stage, which provides a recommendation for the budget for the scheme, results of the feasibility report, details current risks and the recommended school design to be submitted for planning. The scheme is currently being developed further to enable detailed design to be completed in order to enable construction to start in October 2014, with completion in time to enable pupils to begin school in September 2015.

The Cabinet is RECOMMENDED to:

- (a) endorse the progress to date***
 - (b) delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the Stage 2 Full Business Case and the award of the construction contract.***
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Division(s):

CABINET– 15 JULY 2014

TREASURY MANAGEMENT OUTTURN 2013/14

Report by Chief Finance Officer

Introduction

1. The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management (Revised) 2009' requires that the Council (via Cabinet) and Audit & Governance Committee receives an updated report on Treasury Management activities at least twice per year. This report is the second report for the financial year 2013/14 and sets out the position as at 31 March 2014.
2. Treasury management is defined as: "The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."
3. The following annexes are attached
 - Annex 1 Debt Financing 2013/14
 - Annex 2 Public Works Loan Board (PWLb) Maturing Debt
 - Annex 3 Lending List Changes
 - Annex 4 Investment portfolio 31/03/2014
 - Annex 5 Prudential Indicators Outturn
 - Annex 6 Benchmarking

Strategy 2013/14

4. The Treasury Management Strategy for 2013/14 was based on an average base rate forecast of 0.50%. The budget for interest receivable assumed that an average interest rate of 0.90% would be achieved, 0.40% above base rate.
5. The Strategy for Long Term Borrowing was to continue to have the option to fund new or replacement borrowing up to the value of 25% of the portfolio through internal borrowing to reduce the Council's exposure to credit risk and reduce the cost of carry (difference between borrowing costs and investment returns) whilst debt rates remained higher than investment interest rates.
6. The Strategy included the Treasury Management Strategy Team (TMST) keeping under review the continued use of the services of external fund manager Investec, with decisions to advance or withdraw funds to external fund managers delegated to the TMST.

Market Background

7. At the beginning of the 2013-14 financial year markets were concerned about lacklustre growth in the Eurozone, the UK and Japan. Lack of growth in the UK economy, the threat of a 'triple-dip' alongside falling real wages (i.e. after inflation) and the scarcity of business investment were a concern for the Bank of England's Monetary Policy Committee. Only two major economies – the US and Germany – had growth above pre financial crisis levels, albeit these were still below trend.
8. With new Governor Mark Carney at the helm, the Bank of England unveiled forward guidance in August pledging not to consider raising interest rates until the unemployment rate fell below the 7% threshold. In the Bank's initial forecast, this level was only expected to be reached in 2016. Although the Bank stressed that this level was a threshold for consideration of a rate increase rather an automatic trigger, markets began pricing in a much earlier rise than was warranted and, as a result, gilt yields rose aggressively.
9. The recovery in the UK surprised with strong economic activity and growth. Q4 2014 GDP showed year-on-year growth of 2.7%. Much of the improvement was down to the dominant service sector, and an increase in household consumption buoyed by the pick-up in housing transactions which were driven by higher consumer confidence, greater availability of credit and strengthening house prices. However, business investment had yet to recover convincingly and the recovery was not accompanied by meaningful productivity growth.
10. Consumer Price Inflation fell from 2.8% in March 2013 to 1.7% in February 2014, the lowest rate since October 2009, reducing the pressure on the Bank to raise rates. Although the fall in unemployment (down from 7.8% in March 2013 to 7.2% in January 2014) was faster than the Bank of England or indeed many analysts had forecast, it hid a stubbornly high level of underemployment. Importantly, average earnings growth remained muted and real wage growth (i.e. after inflation) was negative. In February the Bank stepped back from forward guidance relying on a single indicator – the unemployment rate – to more complex measures which included spare capacity within the economy. The Bank also implied that when official interest rates were raised, the increases would be gradual – this helped underpin the 'low for longer' interest rate outlook despite the momentum in the economy.
11. The Federal Reserve's then Chairman Ben Bernanke's announcement in May that the Fed's quantitative easing (QE) programme may be 'tapered' caught markets by surprise. Investors began to factor in not just an end to QE but also rapid rises in interest rates. 'Tapering' (a slowing in the rate of QE) began in December 2013. By March 2014, asset purchases had been cut from \$75bn to \$55bn per month with expectation that QE would end by October 2014.
12. With the Eurozone struggling to show sustainable growth, the European Central Bank (ECB) cut main policy interest rates by 0.25% to 0.25% and the deposit

rate to zero. Markets were disappointed by the lack of action by the ECB despite CPI inflation below 1% and a looming threat of deflation. Data pointed to an economic slowdown in China which, alongside a weakening property market and a highly leveraged shadow banking sector, could prove challenging for its authorities.

13. Gilt yields ended the year higher than the start in April. The peak in yields was during autumn 2013. The biggest increase was in 5-year gilt yields which increased by nearly 1.3% from 0.70% to 1.97%. 10-year gilt yields rose by nearly 1% ending the year at 2.73%. The increase was less pronounced for longer dated gilts; 20-year yields rose from 2.74% to 3.37% and 50-year yields rose from 3.23% to 3.44%.
14. 3-month, 6-month and 12-month Libid rates remained at levels below 1% through the year.

Treasury Management Activity

Debt Financing

15. The Council's debt financing position for 2013/14 is shown in Annex 1.
16. The option to fund new or replacement borrowing requirements from internal balances, up to the value of 25% of the investment portfolio was retained in the 2013/14 annual treasury management strategy. This was intended to reduce the cost of carry of borrowing which is the difference between borrowing rates and investment returns.
17. No new borrowing has been arranged during 2013/14 with either the Public Works Loan Board (PWLb) or through the money markets.
18. At 31 March 2014, the authority had 66 PWLB loans totalling £351.38 and 10 LOBO¹ loans totalling £50m. The average rate of interest paid on PWLB debt was 4.60% and the average cost of LOBO debt in 2013/14 was 3.94%. The combined weighted average for interest paid on long-term debt was 4.50%.
19. The Council continues to qualify for the Certainty Rate on PWLB loans, offering a 0.20% discount on the Standard Rate (currently gilts plus 1.00%). Qualification is based on provision of additional information on long-term borrowing and associated capital spending plans. Although no new external borrowing is planned in the short-term the Council continues with the provision of additional information in order to qualify for the reduced rate, in case a need to borrow arises.

¹ LOBO (Lender's Option/Borrower's Option) Loans are long-term loans which include a re-pricing option for the bank at predetermined intervals.

Maturing Debt

20. The Council repaid £11m of maturing PWLB loans during the year. The weighted average interest rate payable on the matured loans was 4.12%. The details are set out in Annex 2.

Debt Restructuring

21. No long term debt was restructured during 2013/14.

Investment Strategy

22. Security and liquidity of cash was prioritised above the requirement to maximise returns. The Council adopted a cautious approach to lending to financial institutions, and continuously monitored credit quality information regarding the institutions on the Council's approved Lending List.
23. During 2013/14 the Council limited the exposure to banks by lending to local authorities deemed to be of high credit quality. At 31 March 2014 the Council had £86m of long term fixed deposits (deposits over 364 days), all of which were placed with local authorities or police authorities. The aim was to maintain a high level of security and manage exposure to interest rate and counterparty risk.
24. The weighted average maturity of all deposits at 31 March 2014, including money deposited in short-term notice accounts, was 296 days (compared with 349 days during 2012/13). This comprised £270m fixed deposits with a weighted average maturity of 297 days and £20m held in short-term notice deposit accounts. In addition, £0.6m was invested in other short-term investments.
25. The Council used fixed and structured deposits, as well as call accounts, money market funds, short dated bond funds and strategic bond funds to deposit its in-house temporary cash surpluses during 2013/14.
26. In early February, the Council participated in a joint sale, via auction, of remaining Landsbanki claims. Following the sale, local authority participants have collectively recovered approximately 95% of the original amounts deposited with Landsbanki. The sale of the council's claim has removed the risk of future Icelandic Krona currency fluctuations and accelerated the claim recovery period. The council no longer has an outstanding claim with Landsbanki.

The Council's Lending List

27. The Council's in-house cash balances are deposited with institutions that meet the Council's approved credit rating criteria. The approved Lending List is regularly updated during the year to reflect changes in bank and building society credit ratings. Changes are reported to the Cabinet each month. The approved

lending list may also be further restricted by officers, in response to changing conditions and perceived risk. Annex 3 shows the amendments incorporated into the Lending List during 2013/14, in accordance with the approved credit rating criteria and additional temporary restrictions.

Investment Outturn

28. The average daily balance of temporary surplus cash invested in-house was £349m in 2013/14. The Council achieved an average in-house return for the year of 0.85%, producing gross interest receivable of £2.98m (excluding interest accrued on Landsbanki deposits). Temporary surplus cash balances include: developer contributions; council reserves and balances; trust fund balances; and various other funds to which the Council pays interest at each financial year end, based on the average rate earned on all deposits.
29. During 2013/14 the average three month inter-bank sterling rate was 0.56%. The Council's average in-house return of 0.85% exceeded this benchmark by 0.29%. The average in-house return was 0.05% lower than the budgeted rate of interest of 0.90%, this was in part caused by a reduction in the enhanced rates achieved on the short-term notice accounts used for liquidity purposes.
30. The Council operates a number of instant access call accounts and money market funds to deposit short-term cash surpluses. During 2013/14 the average balance held on instant access was £36.5m.
31. At 31 March 2014, the Council's investment portfolio of £336.92m comprised £270.03m of fixed term deposits, £20.49m at short term notice in money market funds and call accounts, £26.28m in short dated bond funds and £20.12m in strategic bond funds. Annex 4 shows the analysis of the investment portfolio at 31 March 2014.
32. The council's Treasury Management Strategy Team regularly monitors the risk profile of the Council's investment portfolio. An analysis of the credit and maturity position of the portfolio at 31 March 2014 is shown in Annex 4.

External Fund Managers

33. Following a review of external investments by the Treasury Management Strategy Team it was decided that the Council should terminate its mandate with Investec Asset Management. Notice was given at the end of January 2014. The decision was taken due to the volatility of performance and returns being below those expected, along with a lack of confidence that this situation would be turned around. The funds from the disinvestment totalled £12.444m and were received on 31 January 2014.
34. Having reviewed further investment options in consultation with the Council's treasury advisors Arlingclose Ltd, the Treasury Management Strategy Team

approved the decision to invest £20m in the Threadneedle Strategic Bond Fund in February 2014.

35. The Threadneedle Strategic Bond Fund invests at least two-thirds of its assets in bonds (which are similar to a loan and pay a fixed or variable interest rate), issued by companies or governments in the UK and Europe as well as by large international organisations such as the World Bank or the International Monetary Fund. The remainder of the fund is invested in money market instruments, cash or near cash and other securities (other than equities). The performance of the fund will be monitored by the Treasury Management Strategy Team.

Prudential Indicators for Treasury Management

36. During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Report. The outturn for the Prudential Indicators is shown in Annex 5.

External Performance Indicators and Statistics

37. The County Council is a member of the CIPFA Treasury and Debt Management Benchmarking Club and completed returns for the financial year 2013/14. The results of this exercise are not yet available.
38. Arlingclose has also benchmarked Oxfordshire County Council's investment performance against its other clients. Since 31 March 2013 the Council has achieved a yield on its deposits in line with the average for all Arlingclose clients whilst simultaneously maintaining low credit risk. The investment performance benchmarking is shown on Annex 6.

Financial and Legal Implications

39. The combined activities of debt and investment management contribute to the strategic measures element of the Council's budget. The outturn for Interest Payable in 2013/14 was £18.405m, which was in line with the budget of £18.405m in the Medium Term Financial Plan.
40. The 2013/14 budget for interest receivable was £2.115m, compared with the outturn of £3.075m giving a net overachievement of £0.960m. In addition the 2013/14 accounts recognise an increase in the value of available for sale assets² of £0.315m. The increase in interest received is due to higher average cash balances due in part to slippage on the capital programme and receipt of government grants earlier in the year.

² Available for sale assets comprise the Investec fund, short dated bond funds and the strategic bond fund.

RECOMMENDATION

41. **The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2013/14.**

LORNA BAXTER

Chief Finance Officer

Contact officer: Lewis Gosling

Telephone Number: 01865 323988

June 2014

OXFORDSHIRE COUNTY COUNCIL DEBT FINANCING 2013/14

<u>Debt Profile</u>		£m
1. PWLB	88%	362.38
2. Money Market LOBO loans	12%	<u>50.00</u>
3. Sub-total External Debt		412.38
4. Internal Balances	0 %	<u>-9.05</u>
5. Actual Debt at 31 March 2013	100%	403.33

6. Government Supported Borrowing		0.00
7. Unsupported Borrowing		1.22
8. Borrowing in Advance		0.00
9. Minimum Revenue Provision		<u>-16.70</u>

10. Actual Debt at 31 March 2014 **387.85**

Maturing Debt

11. PWLB loans maturing during the year		11.00
12. PWLB loans repaid prematurely in the course of debt restructuring		<u>0.00</u>

13. Total Maturing Debt **11.00**

New External Borrowing

14. PWLB Normal		0.00
15. PWLB loans raised in the course of debt restructuring		0.00

16. Money Market LOBO loans 0.00

17. Total New External Borrowing **0.00**

Debt Profile Year End

18. PWLB	88%	351.38
19. Money Market LOBO loans	12%	<u>50.00</u>
20. Sub-total External Debt		401.38
21. Internal Balances	0 %	<u>-13.53</u>
22. Actual Debt at 31 March 2014	100%	387.85

Line

- 1 – 5 This is a breakdown of the Council's debt at the beginning of the financial year (1 April 2013). The PWLB is a government agency operating within the Debt Management Office. LOBO (Lender's Option/ Borrower's Option) loans are long-term loans, with a maturity of up to 60 years, which includes a re-pricing option for the bank at predetermined time intervals. Internal balances include provisions, reserves, revenue balances, capital receipts unapplied, and excess of creditors over debtors.
- 6 'Government Supported Borrowing' is the amount that the Council can borrow in any one year to finance the capital programme. This is determined by Central Government, and in theory supported through the Revenue Support Grant (RSG) system.
- 7 'Unsupported Borrowing' reflects Prudential Borrowing taken by the authority whereby the associated borrowing costs are met by savings in the revenue budget.
- 8 'Borrowing in Advance' is the amount the Council borrowed in advance during 2013/14 to fund future capital finance costs.
- 9 The amount of debt to be repaid from revenue. The sum to be repaid annually is laid down in the Local Government and Housing Act 1989, which stipulates that the repayments must equate to at least 4% of the debt outstanding at 1 April each year.
- 10 The Council's total debt by the end of the financial year at 31 March 2014, after taking into account new borrowing, debt repayment and movement in funding by internal balances.
- 11 The Council's normal maturing PWLB debt.
- 12 PWLB debt repaid early during the year.
- 13 Total debt repaid during the year.
- 14 The normal PWLB borrowing undertaken by the Council during 2013/14.
- 15 New PWLB loans to replace debt repaid early.
- 16 The Money Market borrowing undertaken by the Council during 2013/14.
- 17 The total external borrowing undertaken.
- 18-22 The Council's debt profile at the end of the year.

Long-term debt Maturing 2013/14

Public Works Loan Board: Loans Maturing in 2013/14

Date	Amount £m	Rate %	Repayment Type
22/05/2013	5.000	4.200	Maturity
31/12/2013	4.000	4.900	Maturity
13/07/2013	0.500	2.350	EIP
13/01/2014	0.500	2.350	EIP
31/07/2013	0.500	2.350	EIP
31/01/2014	0.500	2.350	EIP
Total	11.000		

Repayment Types

Maturity – Full amount of principal is repaid at the final maturity date

EIP – Equal Instalments of Principal are repaid every 6 months until the final maturity date

Lending List Changes during 2013/14**Counterparties suspended during 2013/14**

JP Morgan Chase Bank

Royal Bank of Scotland

Lending limits & maturity limits increased from 1 April 2013

	Lending Limit as at 31 March 2014	Maximum Maturity as at 31 March 2014
Prime Rate Sterling Fund	£12,000,000	6 months
Morgan Stanley MMF	£5,000,000	O/N
Svenska Handelsbanken	£25,000,000	12 months

Annex 4

OXFORDSHIRE COUNTY COUNCIL INVESTMENT PORTFOLIO 31/03/2014

Fixed term deposits held at 31/03/2014

Counterparty	Principal Deposited (£)	Maturity Date
DBS Bank (Development Bank of Singapore)	5,000,000	15-Apr-14
Toronto-Dominion Bank	10,000,000	22-Apr-14
Doncaster Metropolitan Borough Council	5,000,000	25-Apr-14
Lloyds TSB Bank plc	5,000,000	29-Apr-14
Nationwide Building Society	10,000,000	14-May-14
Kingston Upon Hull City Council	6,000,000	15-May-14
Close Brothers Ltd	5,000,000	06-Jun-14
Close Brothers Ltd	5,000,000	06-Jun-14
DBS Bank (Development Bank of Singapore)	10,000,000	25-Jun-14
United Overseas Bank	5,000,000	30-Jun-14
Oversea-Chinese Banking Corp	10,000,000	02-Jul-14
Svenska Handelsbanken	5,000,000	07-Jul-14
DBS Bank (Development Bank of Singapore)	5,000,000	07-Jul-14
Nottinghamshire County Council	5,000,000	22-Jul-14
Newcastle City Council	3,000,000	31-Jul-14
National Australia Bank (through broker)	5,000,000	04-Aug-14
Fife Council	5,000,000	15-Aug-14
Kingston Upon Hull City Council	2,000,000	05-Sep-14
Derby City Council	3,000,000	12-Sep-14
Oversea-Chinese Banking Corp	5,000,000	17-Sep-14
Oversea-Chinese Banking Corp	5,000,000	19-Sep-14
Lancashire County Council	5,000,000	22-Sep-14
Lancashire County Council	5,000,000	23-Sep-14
Doncaster Metropolitan Borough Council	5,000,000	26-Sep-14
Birmingham City Council	10,000,000	29-Sep-14
Corby Borough Council	5,000,000	02-Dec-14
Lloyds TSB Bank plc	5,000,000	19-Dec-14
Rugby Borough Council	5,000,000	09-Jan-15
Lloyds TSB Bank plc	5,000,000	04-Mar-15
The Mayors Office for Policing and Crime	10,000,000	13-Mar-15
Newcastle City Council	5,000,000	03-Jul-15
Doncaster Metropolitan Borough Council	5,000,000	03-Jul-15
Lancashire County Council	10,000,000	31-Jul-15
Fife Council	4,000,000	05-Aug-15
Newcastle City Council	5,000,000	07-Aug-15
Barnsley Metropolitan Borough Council	5,000,000	24-Aug-15
Fife Council	2,000,000	04-Sep-15
Newcastle City Council	10,000,000	09-Oct-15
Lancashire County Council	5,000,000	09-Oct-15
Police & Crime Commissioner for Northumbria	5,000,000	29-Apr-16
Fife Council	5,000,000	03-Jun-16

Glasgow City Council	5,000,000	04-Jul-16
Glasgow City Council	5,000,000	22-Jul-16
Peterborough City Council	5,000,000	02-Sep-16
Newcastle City Council	5,000,000	13-Sep-16
Glasgow City Council	5,000,000	10-Jan-17
Total	260,000,000	

Structured deposits held at 31/3/2014

Counterparty	Principal Deposited (£)	Maturity Date
HSBC Bank plc	10,000,000	27-May-14
Total	10,000,000	

Notice accounts

Counterparty	Balance at 31/03/14 (£)	Notice period
Royal Bank of Scotland 95 Day Notice	28,441	95 days
Total	28,441	

Short-term notice call accounts and Money Market Funds

Counterparty	Balance at 31/03/14 (£)	Notice period
Royal Bank of Scotland Call Account	2,298	Same day
Santander UK Call Account	2,806	Same day
Svenska Handelsbanken Call Account	19,874,976	Same day
Ignis Sterling Liquidity Fund	613,999	Same day
Total	20,494,079	

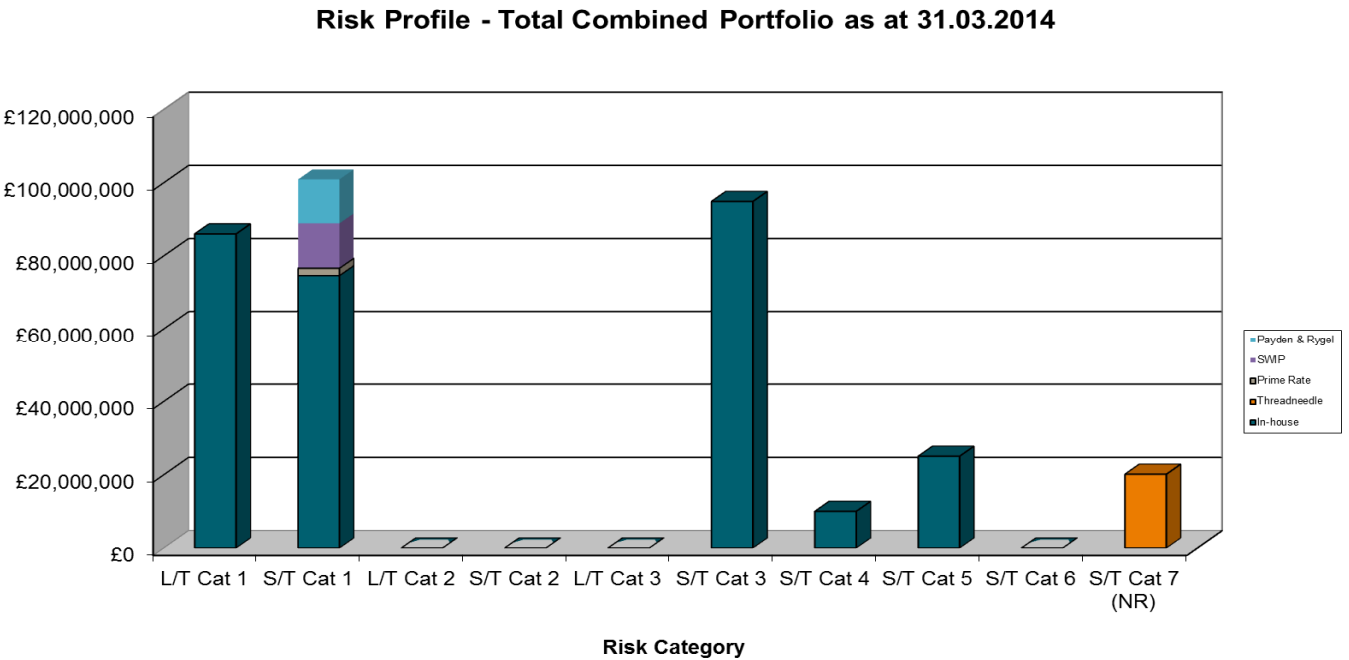
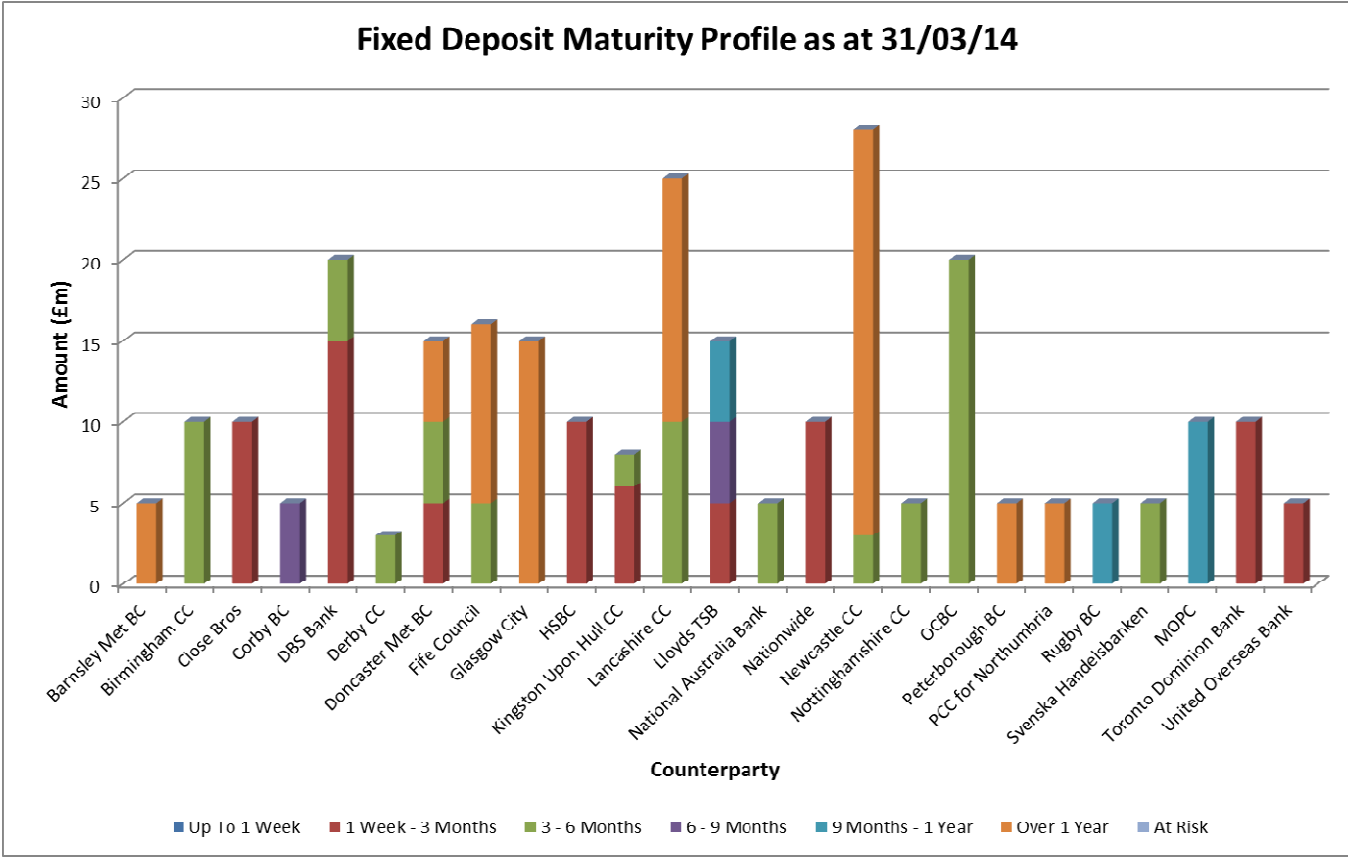
Short Dated Bond Funds

Counterparty	Balance at 31/03/14 (£)	Notice period
SWIP	12,234,160	3 days
Federated Cash Plus Fund	2,011,382	2 days
Payden & Rygel Sterling Reserve Fund	12,030,421	2 days
Total	26,275,963	

Strategic Bond Funds

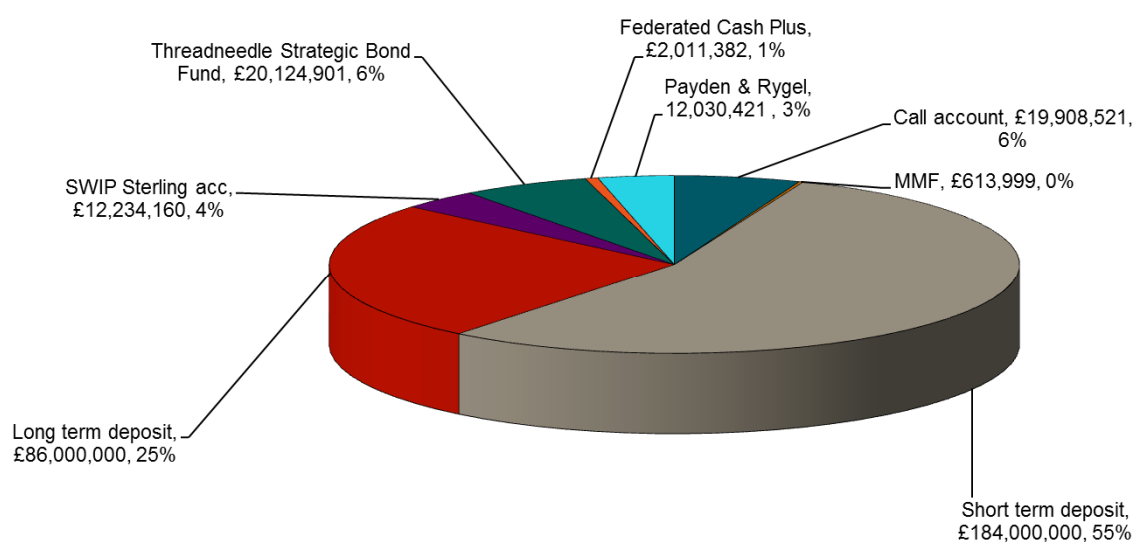
Counterparty	Balance at 31/03/14 (£)	Notice period
Threadneedle Strategic Bond Fund	20,124,901	4 days
Total	20,124,901	

Risk profile of investment portfolio at 31/3/14



Risk Category	L/T rating	S/T rating	Individual rating	Viability rating
1 (Including Local Authorities)	AA+, AA	F1+	1, 2	aaa, aa
2	AA-	F1+	1, 2	aa, a
3	AA-	F1+	1	bbb
4	AA-	F1+	1	bbb
5	A+, A	F1	1, 2, 3	a, bbb, bb
6	A	F1	2, 3, lower	b or lower

Total Combined Portfolio as at 31.03.14



Prudential Indicators Outturn 31 March 2014**Authorised and Operational Limit for External Debt**

Authorised Limit for External Debt

£485,000,000

Operational Limit for External Debt

£475,000,000

Actual External Debt at 31 March 2013

£441,382,618

Fixed Interest Rate Exposure

Fixed Interest Net Borrowing limit

150.00%

Actual at 31 March 2013

87.44%

Variable Interest Rate Exposure

Variable Interest Net Borrowing limit

25.00%

Actual at 31 March 2013

12.56%

Sums Invested over 364 days

Total sums invested for more than 364 days maximum limit

£100,000,000

Actual sums invested for more than 364 days at 31 March 2013

£ 86,000,000

Maturity Structure of Borrowing at 31/03/14

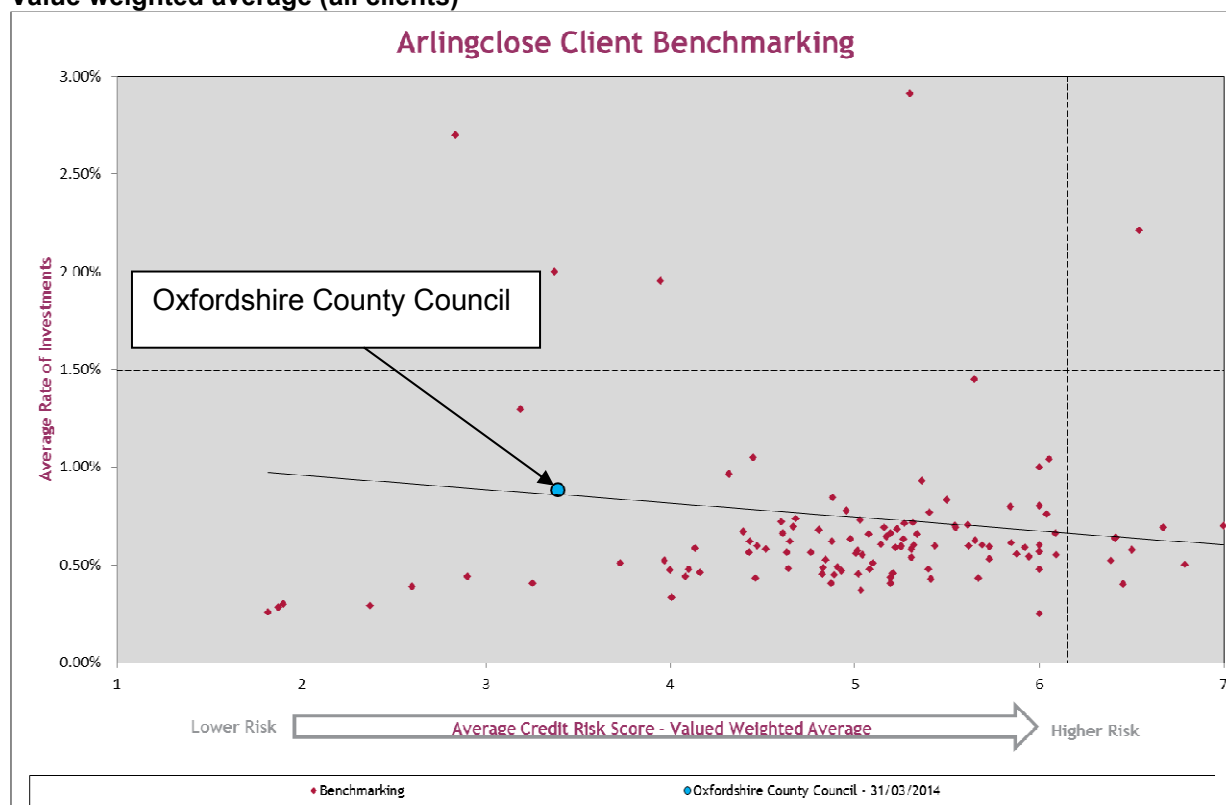
	Limit %	Actual %
From 01/04/13		
Under 12 months	0 - 20	0.00
12 – 24 months	0 - 25	4.24
24 months – 5 years	0 - 35	14.20
5 years – 10 years	5 - 40	17.69
10 years +	50 - 95	63.87

The Prudential Indicators for maturity structure are set with reference to the start of the financial year. The actual % shown above relates to the maturity period remaining at 01/04/13 on loans still outstanding at 31/03/14.

**Actual Maturity Structure of Borrowing at 01/04/14
(LOBO's included at next option date)**

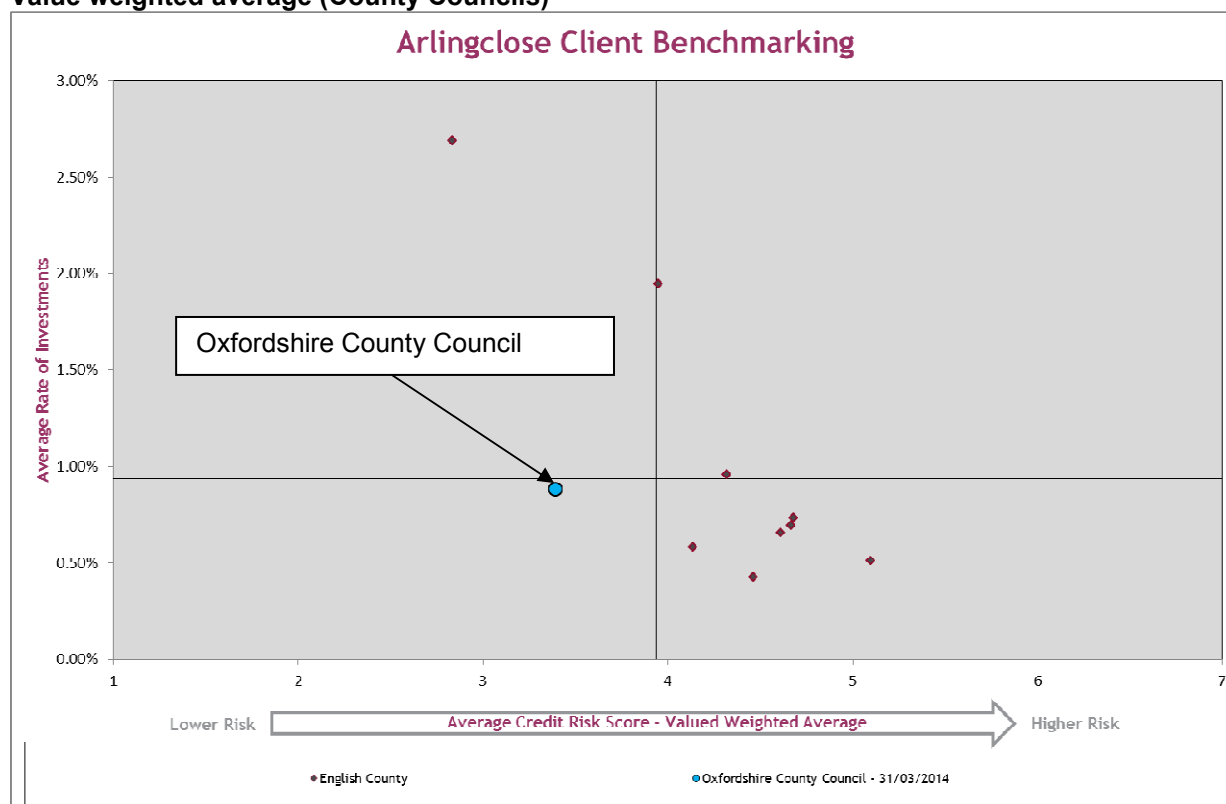
	Limit %	Actual %
From 01/04/14		
Under 12 months	0 - 20	4.24
12 – 24 months	0 - 25	3.99
24 months – 5 years	0 - 35	17.44
5 years to 10 years	5 – 40	13.45
10 years +	50 – 95	60.88

Value weighted average (all clients)



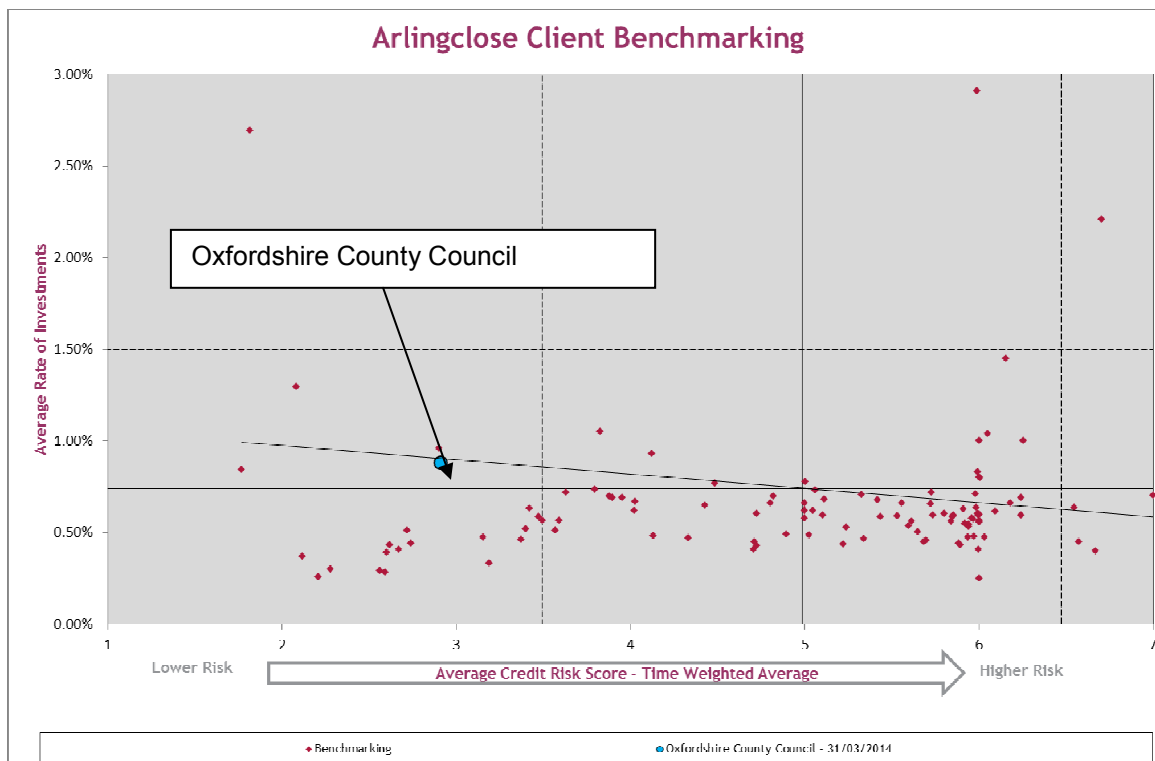
The above graph shows that Oxfordshire County Council achieved a similar interest rate to the average achieved by all Arlingclose clients, whilst it maintained a lower value weighted credit risk as at 31/03/2014.

Value weighted average (County Councils)



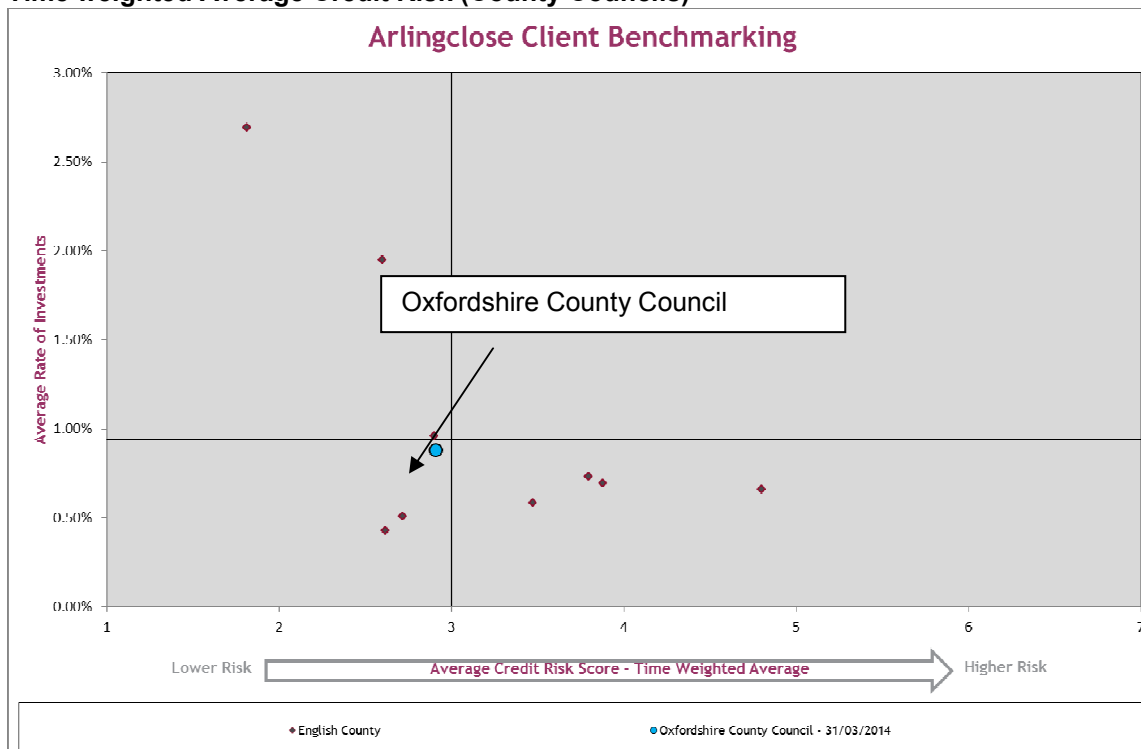
The above graph shows that Oxfordshire County Council achieved a similar interest rate for less credit risk compared to seven other County Councils as at 31/03/2014.

Time weighted Average (all clients)



The above graph shows that Oxfordshire County Council achieved a similar interest rate on deposits when compared to all Arlingclose clients, whilst maintaining a relatively low credit risk at 31/03/2014.

Time weighted Average Credit Risk (County Councils)



The above graph shows that Oxfordshire County Council achieved a similar interest rate to the other County Councils in the sample, whilst it maintained a lower time weighted credit risk as at 31/03/2014.

CABINET – 15 JULY 2014

2014/15 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT

Report by the Chief Finance Officer

Introduction

1. This report focuses on the delivery of the Directorate Business Strategies that were agreed as part of the Service and Resource Planning Process for 2014/15 – 2017/18. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2014. Capital Programme monitoring and update is included at Part 3 and Part 4 sets out a change to un-ringfenced grant funding in 2014/15. Changes to Fees and Charges are included at Part 5.

Summary Position

2. The forecast directorate variation at this early stage in the year is an overspend of +£9.099m or +2.2% against a net budget of £419.622m as shown in the table below. In previous years overspends reported at this stage have been reduced by management action or the use of one – off funding during the year.

Directorate	Latest Budget 2014/15 £m	Forecast Outturn 2014/15 £m	Forecast Outturn Variance 2014/15 £m	Forecast Outturn Variance 2014/15 %
Children, Education & Families (CE&F)	102.905	108.048	+5.143	+5.0
Social & Community Services (S&CS)	214.437	218.289	+3.852	+1.8
Environment & Economy (E&E)	81.495	81.760	+0.265	+0.3
Chief Executive's Office (CEO)	20.785	20.624	-0.161	-0.8
Public Health (*)	0.000	0.000	0.000	0.0
Total	419.622	428.721	+9.099	+2.2

Public Health (*)				
Expenditure	26.846	26.483	-0.363	-1.4
Grant and Other Income & Transfer to Reserves	-26.846	-26.483	+0.363	+1.4
Total¹	0.000	0.000	0.000	0.0

3. The 2014/15 revenue budget was approved by Council on 18 February 2014. The Latest Budget for 2014/15 includes virements approved by Cabinet on 15 April 2014.
4. Requests for one – off carry forwards of overspends from 2013/14 to be recovered in 2014/15 were included in the Provisional Outturn Report to Cabinet on 17 June 2014. These relate to the Learning Disabilities

¹ In 2014/15 Public Health is funded by a ring-fenced grant of £26.086m from the Department of Health. The forecast underspend of -£0.363m would be placed in reserves at year end for use in 2015/16 so the overall forecast variation is nil

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Pooled budget in S&CS (+£0.513m), income due from schools in E&E (+£0.121m) and the remaining +£0.072m overspend in CE&F. Because some of the virements required to offset over and underspends within CE&F, S&CS and E&E are larger than £0.5m they required approval by Council under the council's Financial Procedure Rules. These were approved on 1 July 2014 and are not reflected in the position reported in the table above. They will be included in the Financial Monitoring Report to the end of August 2014 that will be considered by Cabinet on 21 October 2014.

5. The following annexes are attached:

Annex 1	Original and Latest Estimates for 2014/15
Annex 2	2014/15 Virements & Supplementary Estimates
Annex 3	Treasury Management Lending List
Annex 4	Forecast Earmarked Reserves
Annex 5	Forecast General Balances
Annex 6	Ring-fenced Government Grants 2014/15
Annex 7	Capital Programme Monitoring
Annex 8	Updated Capital Programme
Annex 9	2014/15 Fees and Charges

6. 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

Children, Education & Families (CE&F)

7. The directorate is forecasting a variation of +£5.143m. There is also a +£0.118m forecast overspend on services funded by Dedicated Schools Grant (DSG).

CEF1 Education and Early Intervention

8. The Education & Early Intervention service is forecasting to overspend by +£0.676m.
9. The 2013/14 Provisional Outturn Report to Cabinet noted that there was a +£1.352m overspend on mainstream and special educational needs (SEN) home to school transport in 2013/14. An overspend of +£1.220m is forecast in 2014/15. Overall, expenditure in this service area has increased by £1.9m (14%) between 2011/12 and 2013/14. Within that total, expenditure on SEN transport increased by £1.1m (24%). Mainstream expenditure also rose significantly in 2013/14 compared to the previous year mainly due to increased costs of transporting primary school pupils. Across all sectors there has been increased expenditure on taxis. This accounts for £1.4m of the total increase in expenditure since 2011/12.
10. The principal means of addressing the over spend in the short term is through the Route Efficiency programme. To date potential savings of £0.375m in 2014/15 (full year £0.441m) have been identified and are included in the forecast.

11. In the longer term the 'nearest school' policy is expected to generate savings. The imminent Zone 1 retendering, informed by the principles of the Route Efficiency programme, may also generate savings although these will not be realised until 2015/16.
12. The overspend on Home to School Transport is offset by forecast underspends on Early Intervention Hubs (-£0.090m), Management & Central costs (-£0.126m), and Schools and Learning (-£0.335m).

CEF2 Children's Social Care

13. Children's Social Care is forecast to overspend by +£4.538m.
14. 43,890 support days were provided in 2013/14 compared to 36,642 in 2012/13. This was reflected in an overspend of +£1.761m on external placements at the end of 2013/14. Continuing the upward trend an overspend of +£3.020m is forecast on direct external placement costs in 2014/15. This reflects a significant increase in the number of support days in and an increase in the use of expensive placement types due to capacity issues on in-house provision.
15. There is a significant pressure on mainstream residential placements due to a forecast increase in support days for 2014/15. This more expensive type of placement needs to be used due to capacity issues in other types of placement.
16. In addition, the number of independent foster agency support days is expected to be higher than in 2013/14. In monetary terms this means the forecast spend is likely to be double the budget. The increased demand for support days is also affected by capacity issues on the in-house fostering provision due to difficulties in recruiting foster carers, in particular those willing to look after adolescent children.
17. The placement strategy is focussed on increasing the number of internal placements children's homes but the impact on external placements will not be realised until 2016/17.
18. An overall net overspend of +£0.409m is forecast for the Corporate Parenting service area. Due to increased placement numbers significant overspends are forecast on Residence Orders (+£0.078m) and Special Guardianship Orders (+£0.308m).
19. The All Rights Exhausted budget is forecasting to overspend by +£0.150m. This prudent position is based on the area overspending in 2013/14 and the budget being reduced by £0.150m as per the savings plan in the Business Strategy. The service is still completing Human Rights assessments with a view to reducing the financial support to these clients so the position is expected to improve later in the year.
20. There is also a forecast overspend of +£0.660m on Management & Central costs, reflecting legal fees, staffing costs and costs associated with the continued work on the Kingfisher project.

Dedicated Schools Grant (DSG)

21. Services funded from DSG are forecast to overspend by +£0.118m compared to the 2014/15 DSG funding of £281.533m. Special Educational Needs out of county placements are forecasting a pressure of +£0.886m based on current students although this position is subject to change as recharges for looked after children are updated in the next few months and placements and costs for the new autism school are agreed in September. Offsetting that there is a forecast underspend of -£0.410m on Foundation Years.
22. The use of one – off unspent DSG funding of £11.895m held in reserves at the end of 2013/14 will be considered by Schools Forum, but any funding not already committed is likely to be needed to aid pupil growth and basic needs revenue funding for the creation of new schools and academies.

Social & Community Services (S&CS)

23. The directorate is forecasting a variation of +£3.852m. The overspend includes the Council's risk based share of the joint Council and Oxfordshire Clinical Commissioning Group (OCCG) variation on the Older People and Equipment Pooled budget.

S&CS1 Adult Social Care

24. The majority of the variation for the directorate relates to Adult Social Care which is forecast to overspend by +£3.950m. The largest element of this is a forecast overspend of +£2.860m on the Learning Disability Pooled budget. Under the risk share agreement there is also an overspend of +£0.532m on the Older People and Equipment Pooled Budget. Overall, the Physical Disabilities Pooled budget has a forecast underspend of -£0.237m but pending the Section 75 agreement being finalised the forecast also includes the County Council overspend of +£0.304m.

Older People and Equipment Pooled Budgets

25. The Older People's and Equipment Pooled Budget has a total forecast overspend of +£0.962m. This is the net position of a forecast underspend of -£0.325m on Council funded social care services and a +£1.287m overspend on Oxfordshire Clinical Commissioning Group health services. The forecast is primarily driven by continued high demand for both residential and support at home Continuing Health Care services. Under the risk share arrangement the County Council's share of the total overspend is +£0.532m.
26. Within the overall overspend, County Council funded Care Home placements and Home Support packages are forecast to overspend by +£0.811m and +£1.422m respectively. This is partially offset by a -£1.223m forecast increase in client contribution income from Social Care clients. The net position is a forecast pressure of +£1.010m.
27. Council funded Prevention and Early Intervention services are forecast to underspend by -£1.069m of which -£0.578m relates to the Re-ablement Service.

28. The overall position includes an underspend of -£0.224m on equipment of which the County Council's share is -£0.124m. This reflects the efficiency of the current contract and the significant increase in the base budget which has risen from £1.898m in 2013/14 to £3.533m in 2014/15.

Physical Disabilities Pooled Budget

29. The Physical Disabilities Pooled Budget is forecasting an underspend of -£0.237m. Within this the Oxfordshire County Council budget lines are forecast to overspend by +£0.304m and the Oxfordshire Clinical Commissioning Group lines are forecast to underspend by -£0.541m.

30. The Section 75 Agreement for 2014/15 which governs the pooled budget arrangements is currently being finalised. As set out in item CA8 to Cabinet on 17 June 2014 the intention is to move to a true risk share for this pool based on the partner contributions. Based on the current contributions to the pool and the current forecast underspend, Oxfordshire County Council's share of the overall position would be an underspend of -£0.149m.

31. Within the overall position, County Council funded care homes are forecast to overspend by +£0.381m at year end. This is due to an increase in client numbers in the first two months of the financial year. If client numbers continue to increase at the level experienced in April and May there will be further pressure on the Care Home and Home Support budgets.

Learning Disabilities Pooled Budget

32. Following on from the overspend of +£2.810m in 2013/14, the Learning Disabilities Pool has a forecast year end overspend of +£3.373m. Under the risk share arrangements the County Council's share is +£2.860m. This is before the addition of the +£0.513m residual overspend from 2013/14 that could not be offset against other underspends at year end.

33. A savings plan is in place and the expectation is that the forecast overspend will reduce as the year progresses. A saving of £1.300m is planned to be achieved through reviews and service redevelopment of client packages, and managing price increases. The Pool is also required to deliver efficiency savings of £0.484m from the Oxfordshire Clinical Commissioning Group contribution.

34. Savings of £0.250m and £0.309m from the reorganisation of the provision of day services and limiting contract inflation have been delivered.

Adult Social Care: Non – Pool Services

35. There is a forecast overspend of +£0.254m for services outside of the Pools. This includes a pressure of +£0.150m in Mental Health Services due to clients with complex needs who cannot easily be accommodated within the Supported Independent Living element of the client pathway. This budget will be reviewed as part of the Service & Resource Planning process.

36. A further overspend of £+0.120m is forecast for the Adult Protection and Mental Capacity service which has seen a significant increase in the

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number of requests for Deprivation of Liberty assessments following the Cheshire West Judgement. In April and May 2014 155 requests were received compared to 30 in the same period last year.

37. £0.500m funding in the Efficiency Reserve that was set aside for this purpose is being used to meet Adult Social Care Improvement Programme costs in 2014/15. In addition, and as noted in Part 4, £0.125m of government grant will be received in year to help fund the Implementation of the Care Act. It is not yet known whether or not this will be sufficient funding for this work as the detail of the regulations are still being worked through and the Funding Reform regulations will not be released until October. This pressure could continue into 2015/16.

Environment & Economy (E&E)

38. The directorate is forecasting an overspend of +£0.265m.

EE1 Strategy and Infrastructure

39. Strategy and Infrastructure is forecasting to overspend by +£0.199m. £0.150m of this is due to costs associated with the advanced design work for City Deal projects. Funding from the Efficiency Reserve was agreed in June 2014 so this will be included in future forecasts.

EE2 Commercial Services

40. Commercial Services is forecasting to overspend by +£0.100m.
41. As noted previously the flooding experienced in January and February 2014 impacted on the ability to undertake routine repairs and maintenance to the highways and high river levels also meant flood related repairs could not be completed by year end. The budget for defect repairs is forecast to overspend by +£0.646m, and the Locality Budget by +£0.101m. These overspends are offset by several small underspends totalling -£0.214m.
42. As set out in the Provisional Outturn Report to Cabinet on 17 June 2014, the budgeted parking income anticipated for 2013/14 was not fully realised and the budgeted drawdown from the reserve to support the revenue budget in 2013/14 was reduced by £0.550m so that future contributions from the reserve included in the Medium Term Financial Plan are sustainable. There is a risk that income targets for 2014/15 will not be met, so the budgeted contribution from the reserve may need to be reduced by a similar amount again.
43. Waste Management is forecasting a breakeven position until tonnage data for the first quarter is available. The Energy from Waste facility will begin its commissioning phase in July 2014, and it is expected to be fully operational by February 2015.
44. A forecast underspend of -£0.145m on the Highways Services contract management fee reflects a reduction in the contract management and profit fee for the highways contract.
45. Property and Facilities Management is forecasting to overspend by +£0.045m. Underspends of -£0.293m on Corporate Facilities

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Management are offset by overspends of +£0.338m relating to asbestos survey work and costs associated with schools transferring to academy status.

46. There is a forecast underspend of -£0.333m on Network & Asset Management mainly reflecting street lighting costs.

EE3 Oxfordshire Customer Services

47. Oxfordshire Customer Services is forecasting to underspend by -£0.034m. One - off costs associated with the externalisation of the service will be included in future reports.

Chief Executive's Office

48. The forecast variation of -£0.161m reflects underspends on Human Resources, Corporate Finance, Policy and the Chief Executive's Office. These are partly offset by an overspend of +£0.156m on Cultural Services. Savings within the Library Service, relating to the delivery of the community library model will not be realised until April 2015. The saving is expected to be achieved in full in 2015/16.

Public Health

49. In 2014/15 the majority of Public Health expenditure is funded by a ring-fenced grant of £26.086m from the Department of Health. The service is forecasting a revenue under spend of -£0.363m against the grant primarily due to underspends on Sexual Health (-£0.216m) and the NHS Health Check Programme (-£0.218m) where demand is around 65% of the budgeted level. Under the grant guidelines any underspend will be placed in reserves at the end of the financial year to be used to meet Public Health expenditure in future years.

Virements and Supplementary Estimates

50. Virements larger than £0.250m requiring Cabinet approval under the Virement Rules agreed by Council on 18 February 2014 are included at Annex 2a. These include the transfer of the Integrated Transport Unit to a separate budget head to reflect the management structure and to aid reporting; a request to transfer the Property Strategy function from Strategy & Infrastructure to Commercial Services due to structural changes; and the transfer the Money Management function from E&E to S&CS. None of these virements represent a change in policy as the service is unchanged.
51. Annex 2d shows virements Cabinet need to note.
52. Because of pressures relating to insurance set out in paragraph 80 there is a supplementary estimate request in Annex 2e to increase the balance held in the Insurance Reserve by £0.435m. A further supplementary estimate will be requested later in the year to release the Severe Weather Recovery Grant from balances.

Ringfenced Grants

53. As set out in Annex 6, ring-fenced grants totalling £351.889m are included in Directorate budgets and will be used for the specified purpose. Since the budget was agreed by Council in February 2014, there has been a £0.664m revision to the DSG and Sixth Form and

Bursary Funding. Details of the Universal Infant Free School Meals grant have also been received and the allocation for Oxfordshire maintained schools is £4.052m for the 2014/15 financial year. This allocation is subject to change during the year as schools convert to academy status. Any grants unspent at year end will be held in the Grants & Contributions Reserve for use in 2015/16, or returned to the funding body. E&E expenditure and income budgets have been adjusted for the addition of £0.795m Bus Services Operators Grant and £1.961m for the Regional Growth Fund.

Business Strategy Savings

54. The forecasts shown in this report incorporate Business Strategy savings that were agreed by Council in February 2014 and previous years. All CE&F savings are expected to be achieved other than £0.150m relating to All Rights Exhausted clients because of pressures on the service noted in paragraph 19.
55. Within Social & Community Services there is a risk that a saving of £1.300m, relating to the Learning Disabilities Pool, will not be achieved due to the forecast pressure on the service.
56. Overall all of the savings within E&E and 90% of the CEO savings are expected to be achieved. The remaining 10% relates to the community library model saving which, as outlined in paragraph 48, will not be achieved in full until April 2015.
57. Any on-going pressures will be considered as part of the 2015/16 Service & Resource Planning process.

Bad Debt Write Offs

58. There were seven general write - offs in the financial year to the end of May 2014 and these totalled £139. In addition Client Finance has written off 20 debts totalling £10,037.

Treasury Management

59. The latest Treasury Management approved lending list (as at 20 June 2014) is included at Annex 3. This is unchanged since the report to Cabinet on 15 April 2014.
60. The average in-house cash balance during May 2014 was £372.990m and the average rate of return for the month was 0.76%. The average in-house cash balance during April 2014 was £339.792m and the average rate of return for the month was 0.82%. The budgeted return for interest receivable on balances is £2.404m for 2014/15. Actual interest receivable is currently forecast to be in line with the budgeted figure. An overspend of +£0.126m is currently forecast on the 2014/15 interest payable budget of £18.181m.

Part 2 – Balance Sheet

61. Annex 4 sets out earmarked reserves brought forward from 2013/14 and the forecast position as at 31 March 2015. These reserves are held for specified one – off projects, contractual commitments and to support the Medium Term Financial Plan.

62. As set out in the Provisional Outturn Report to Cabinet on 17 June, revenue reserves were £78.296m at the end of 2013/14. These are forecast to reduce to £58.936m by 31 March 2015.

Grants and Contributions

63. £11.895m unspent DSG is likely to be needed to address expected budget pressures in future years in funding for pupil growth, or basic needs revenue funding for the creation of new schools and academies.
64. Other ring fenced grant underspends held in the Grants and Contributions Reserve for use in 2014/15 in line with the grant criteria include £0.671m for Thriving Families and £0.322m for the Social Work Improvement Fund. A further £0.788m is funding for the Enterprise Skills Fund and £0.322m relates to the Social Work Improvement Fund.
65. The balance of Public Health grant funding is forecast to reduce from £4.260m to £2.623m by 31 March 2015. This takes account of a £2.000m transfer to Capital to help fund new Children's homes and the forecast year end underspend of -£0.363m being added to reserves.

Children, Education & Families

66. School balances were £25.444m at 1 April 2014. The reasons for schools holding large balances are being explored and there will be particular focus on those schools that have held high balances for a number of years. The continued uncertainty around future funding mechanisms and levels and known future cost increases such as with pension contributions will probably have contributed.
67. Other reserves held by CE&F are forecast to reduce from £5.709m to £2.488m by 31 March 2015. Many of the key projects and pressures supported by reserves in 2013/14 are continuing in 2014/15. As at 1 April 2014 funding held in reserves included £0.272m for on-going Joint Working with Thames Valley Police, £1.116m for School Improvement, and £1.745m for the Thriving Families Project. This is in addition to the £0.671m Thriving Families grant funding and 2014/15 base budget funding.
68. During 2013/14 the school amalgamations reserve was combined with the academies reserve to ensure that there was sufficient provision to meet future costs of academy conversion expected in 2014/15. The balance held on reserve at 31 March 2014 was £0.619m and this is expected to be fully used in 2014/15. Further funding will need to be identified if costs are greater than this.
69. £0.990m accumulated balances on self-financing services will be used as required in 2014/15 and future years.

Social & Community Services

70. Social & Community Services reserves are forecast to reduce from £4.709m to £4.674m by 31 March 2015.
71. £2.878m held in the Older People Pooled Budget Reserve (along with a further contribution of £0.459m held in the Grants & Contributions

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Reserve), and £1.044m held in the Physical Disabilities Pooled Budget Reserve will be used as agreed by the Joint Management Group to continue to support care packages agreed in 2013/14 and previous years.

Environment & Economy

72. Reserves held by E&E are forecast to reduce from £10.287m to £7.123m by 31 March 2015.
73. The £0.637m balance in the Asset Rationalisation reserve is expected to be utilised in 2014/15 to fund one-off investments to enable asset rationalisation savings to be achieved.
74. The remaining £0.528m held in the Waste Management Reserve will be used to fund financial liabilities due to any contract deficit mechanism payments as part of the Energy from Waste contract.
75. The Catering Investment Fund will continue to be used to invest in the business and provide a contingency against unforeseen costs. The balance at the start of 2014/15 was £1.594m and at present around £0.300m is expected to be used in 2014/15.
76. Oxfordshire Customer Services reserves will be used to fund major programmes and projects across the service including the Externalisation programme and the development of the Customer Service Centre.

Corporate Reserves

77. The Efficiency Reserve totalled £4.253m at 1 April 2014. After taking account of allocating £0.150m to fund costs arising from the City Deal (see paragraph 39) £0.990m remains uncommitted and will be used for one – off projects supporting the Medium Term Financial Plan. Subject to expenditure incurred during the year an estimated £2.578m will be used to fund one – off expenditure in 2014/15.
78. Underspends held in the carry forward reserve at the end of 2013/14 totalled £1.791m and will be considered as part of the 2015/16 Service & Resource Planning Process.

Other Reserves

79. Other Reserves, which include Insurance, Capital and Cash flow reserves, are forecast to total £39.718m at 31 March 2015.
80. The balance held in the Insurance Reserve was £3.482m at 1 April 2014,. Recent actuarial advice is that the balance held should be increased to £3.917m. The risk assessment for balances included an element for contingent liabilities including insurance so it is proposed that the additional £0.435m is transferred from balances to the Insurance Reserve to meet future liabilities. The impact of premium increases and a new insurance contract from 2015 will be considered as information becomes available but it is expected that any further pressures in 2014/15 will also need to be met from balances.

Balances

CA7

81. Annex 5, which is summarised in the table on the next page, sets out that forecast general balances are currently £11.921m.

	Budget 2014/15 £m	Forecast 2014/15 £m
2013/14 Outturn	17.409	18.455
Planned Contribution	3.000	3.000
Calls on Balances	-2.000	-0.435
Less forecast overspend		-9.099
Forecast Balances	18.409	11.921

82. The revenue element of the £3.039m Severe Weather Recovery Grant, that was received in late March 2014 is also being held in balances pending a supplementary estimate request to release this later in the year.

Part 3 – Capital Programme

83. The capital monitoring position set out in Annex 7a shows forecast expenditure is £112.0m in 2014/15 (excluding schools local capital expenditure). This is £6.9m more than the capital programme approved by Council on 18 February 2014. The table below summarises the variations by directorate.

Directorate	Last Approved Programme * £m	Latest Forecast Expenditure £m	Variation £m
Children, Education & Families	32.6	35.8	+3.2
Social & Community Services	14.0	14.3	+0.3
Environment & Economy – Transport	45.8	48.4	+2.6
Environment & Economy – Other	11.8	12.1	+0.3
Chief Executive's Office	0.9	1.4	+0.5
Total Directorate Programmes	105.1	112.0	+6.9
Schools Local Capital	1.9	2.5	+0.6
Earmarked Reserves	0.0	0.9	+0.9
Total Capital Programme	107.0	115.4	+8.4

* Approved by Council 18 February 2014

84. The variations in 2014/15 take into account the impact of the 2013/14 outturn position and any re-profiling of schemes required to reflect that. Significant in-year variations for each directorate are listed in Annex 7b. New schemes and total programme/project budget changes requiring Cabinet approval are listed in Annex 7c.
85. The increase in the Children, Education & Families programme is mainly due to a carry forward of £2.7m from the 2013/14 outturn position. This included £1.9m on Basic Need projects and £0.6m on the Bayards Hill School scheme. A further £1m has been added to the Basic Need programme, mainly from developer contributions.

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86. £0.6m has been re-profiled to 2015/16 on the growth portfolio schemes at Great Western Park in Didcot and South West Bicester. Both primary schools are due to open in September 2015.
87. In the Social & Community Services programme there is an increase of £0.469m on the Extra Care Housing programme. This funding has been brought forward from future years of this programme and reflects planned payments in 2014/15. The Dementia Care programme was fully delivered in 2013/14.
88. In the Transport programme, the Kennington and Hinksey scheme has increased by £1.451m and reflects the £1.800m total scheme budget increase approved prior to start of construction and reported to Cabinet in June 2014. Project development budgets for the City Deal Access to Enterprise Zone schemes have been added to the programme. The in-year spend forecast is £1.076m from the £1.5m total project development budget approved by Cabinet in April 2014. £1.970m on the Chilton Slip Roads scheme has been re-profiled to 2015/16 to reflect the current delivery timetable.
89. The current year budget for the Didcot Parkway scheme has increased by £0.976m following the approval of £1.740m additional funding by Cabinet on 17 June 2014.
90. The Carriageway structural maintenance programme has increased by £1.143m due to the additional funding from the capital element of the Severe Weather Recovery Grant announced in March 2014. This has been allocated to the London Road, Walterbush and Sonning Eye schemes.
91. The 2014/15 forecast expenditure on the A420 Shrivenham Bypass scheme has increased by £0.856m due to deterioration in ground conditions and the extension of the project scope to cover a larger area. The cost increase has been met from project contingencies and the capital element of the Severe Weather Recovery Grant. Construction is due to commence in July 2014.
92. £2.410m has been re-profiled to 2015/16 on the Network Rail Betterment programme to reflect the delays in Network Rail's delivery programme.
93. In the Chief Executive's Office programme, an overall cost increase of £0.300m has been approved on the Bicester Library scheme. The 2014/15 expenditure forecast has increased by £0.450m.

Five Year Capital Programme Update

94. The total forecast 5-year capital programme (2014/15 to 2018/19) is now £364.2m, and has increased by £18.9m compared to the last capital programme approved by Council in February 2014. The full updated capital programme is included at Annex 8. Taking into account the outturn position for 2013/14, the overall size of the capital programme has increased by £13.6m. The table below summarises the variations by directorate and the main reasons for these variations are explained in paragraphs 88 to 92 above.

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Directorate	Last Approved Total Programme (2014/15 to 2018/19) * £m	Latest Updated Total Programme (2014/15 to 2018/19) £m	Variation £m	Variation in the size of the overall programme (including 2013/14) £m
Children, Education & Families (CE&F)	145.0	149.5	+4.5	0.0
CE&F Reductions to be identified	-18.4	-18.4	0.0	0.0
S&CS	32.9	32.8	-0.1	-0.1
E&E – Transport	98.8	106.7	+7.9	+7.2
E&E – Other	26.8	27.2	+0.4	0.0
Chief Executive's Office	1.4	1.8	+0.4	0.0
Total Directorate Programmes	286.5	299.6	+13.1	+7.1
Schools Local Capital	5.7	7.4	+1.7	+2.3
Earmarked Reserves	53.1	57.2	+4.1	+4.2
Total Capital Programme	345.3	364.2	+18.9	+13.6

95. The Education Funding Agency has approved a capital bid by Cheney Academy for the replacement of the science area of the school under the Academy Capital Maintenance Fund (ACMF). This bid was developed with CE&F and includes additional basic need capacity to support the expansion of the school by an additional class each year as part of the strategy to accommodate the future pupil increase from the housing development at Barton Park. This will be funded from Section 106 contributions.
96. Cabinet is recommended to approve the use of developer funding of £1.7m as a contribution towards the expansion of Cheney Academy and the addition of the scheme to the Capital Programme. Cabinet is also recommended to authorise the Director for Children, Education & Families and the Chief Finance Officer to enter into a funding agreement with the academy to enable the transfer in stages to the maximum grant of £1.7m. The delivery of the scheme is being managed by the school.
97. In December 2013, the Government announced a Free School Meals programme for Reception and Key Stage 1 pupils. The Council has received £1.120m grant funding in 2014/15 to support the delivery of free school meals for 4 to 7 year olds in Local Education Authority maintained schools from September 2014. The current forecast to implement the policy across the school estate is £1.7m. Options to meet the funding gap are being explored and will be reported to Cabinet with the total programme budget requirement.
98. The £1.120m grant funding for the Universal Infant Free School Meals Programme was included in the capital programme agreed by Council in February 2014 pending details of the work required being finalised. Cabinet is recommended to approve the use of the grant to support the provision of capital investment either for equipment or building adaptation and the addition of the scheme to the Capital Programme.

Part 4 – Changes to Unringfenced Grant Funding

99. An additional £0.495m Special Educational Needs and Disability (SEND) grant was notified by the Department for Education (DfE) on 10 June 2014. This is to support the cost of implementing the SEND reforms, including the transfer of children and young people from statements or Learning Difficulty Assessments to Education, Health and Care Plans. Annex 2a includes a request to increase the Additional & Special Educational Needs (CEF1-2) budget in CE&F by the equivalent amount. Because the grant is not ring-fenced the income will be held in Strategic Measures.
100. £0.125m grant funding from the Department of Health for Care Bill Implementation costs is also expected in 2014/15. Annex 2a includes a request to increase the budget for the Adult Social Care Improvement Programme (SCS1-4J) by the equivalent amount.

Part 5 – Fees and Charges

101. Proposals for fees and charges for searches and applications relating to the Commons Act 2006 which would come into force from 1 October 2014 are set out in Annex 9.

RECOMMENDATIONS

102. **The Cabinet is RECOMMENDED to:**
 - a) note the report;
 - b) approve the virement requests and changes related to unringfenced grants set out in Annex 2a and Part 4;
 - c) approve the supplementary estimate request in Annex 2e;
 - d) note the Treasury Management lending list at Annex 3;
 - e) approve the updated Capital Programme at Annex 8 and the associated changes to the programme in Annex 7c;
 - f) approve the contribution of £1.7m of developer contributions funding to the Cheney Academy to expand the school by an additional class in each year;
 - g) authorise the Director for Children, Education & Families and the Chief Finance Officer to enter into a funding agreement with Cheney Academy to transfer £1.7m of developer funding in stages;
 - h) approve the use of the £1.120m grant to implement the Universal Infant Free School Meal programme and the addition of the scheme to the Capital Programme;
 - i) approve the fees and charges as set out in Part 5 and Annex 9.

LORNA BAXTER

Chief Finance Officer

Background papers: Directorate Financial Monitoring Reports to the end of May 2014

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July 2014

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Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Annex 1

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation to Budget	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Budget			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(10)
CEF	Children, Education & Families								
	Gross Expenditure	443,422	0	403	0	443,825	448,968	+5,143	G
	Gross Income	-340,804	0	-116	0	-340,920	-340,920	+0	G
		102,618	0	287	0	102,905	108,048	+5,143	A
SCS	Social & Community Services								
	Gross Expenditure	238,482	0	-301	0	238,181	242,032	+3,851	G
	Gross Income	-23,758	0	14	0	-23,744	-23,743	+1	G
		214,724	0	-287	0	214,437	218,289	+3,852	G
EE	Environment & Economy								
	Gross Expenditure	158,989	0	61	0	159,050	166,519	+7,469	A
	Gross Income	-77,457	0	-98	0	-77,555	-84,759	-7,204	R
		81,532	0	-37	0	81,495	81,760	+265	G
CEO	Chief Executive's Office								
	Gross Expenditure	31,302	0	106	0	31,408	31,860	+452	G
	Gross Income	-10,554	0	-69	0	-10,623	-11,236	-613	R
		20,748	0	37	0	20,785	20,624	-161	G
PH1	Public Health								
	Gross Expenditure	26,846	0	0	0	26,846	26,846	+0	G
	Gross Income	-26,846	0	0	0	-26,846	-26,846	+0	G
		0	0	0	0	0	0	+0	
	Less recharges to other directorates	-30,743				-30,743	-30,743	+0	G
		30,743				30,743	30,743	+0	G
	Directorate Expenditure Total	868,298	0	269	0	868,567	885,482	+16,915	G
	Directorate Income Total	-448,676	0	-269	0	-448,945	-456,761	-7,816	G
	Directorate Total Net	419,622	0	0	0	419,622	428,721	+9,099	A

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Annex 1

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation to Budget	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Budget			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(10)

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	Contributions to (+)/from (-)reserves	-12,519				-12,519	-12,519	+0
	Contribution to (+)/from(-) balances	3,000				3,000	3,000	-9,099
	Pensions - Past Service Deficit Funding	830				830	830	+0
	Contingency	3,476				3,476	3,476	+0
	Capital Financing	35,254				35,254	35,254	+0
	Interest on Balances	-4,548				-4,548	-4,548	+0
	Additional funding to be allocated	0				0	0	+0
	Strategic Measures Budget	25,493	0	0	0	25,493	25,493	-9,099
	Unringfenced Government Grants	-14,832				-14,832	-14,832	+0
	Council Tax Surpluses	-6,929				-6,929	-6,929	+0
	Revenue Support Grant	-80,623				-80,623	-80,623	+0
	Business Rates Top-Up	-36,390				-36,390	-36,390	+0
	Business Rates From District Councils	-28,607				-28,607	-28,607	+0
	Council Tax Requirement	277,734	0	0	0	277,734	286,833	+0

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 budget	R

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(10)
CEF1	Education & Early Intervention								
	Gross Expenditure	98,271	0	105	0	98,376	99,052	+676	G
	Gross Income	-49,806	0	-106	0	-49,912	-49,912	+0	G
		48,465	0	-1	0	48,464	49,140	+676	G
CEF2	Children's Social Care								
	Gross Expenditure	52,215	0	337	0	52,552	57,090	+4,538	R
	Gross Income	-4,768	0	-50	0	-4,818	-4,818	+0	G
		47,447	0	287	0	47,734	52,272	+4,538	R
CEF3	Children, Education & Families Central Costs								
	Gross Expenditure	6,172	0	1	0	6,173	6,126	-47	G
	Gross Income	0	0	0	0	0	0	+0	G
		6,172	0	1	0	6,173	6,126	-47	G
CEF4	Schools								
	Gross Expenditure	288,324	0	-40	0	288,284	288,260	-24	G
	Gross Income	-287,790	0	40	0	-287,750	-287,750	+0	G
		534	0	0	0	534	510	-24	A
	Less recharges within directorate	-1,560	0	0	0	-1,560	-1,560	+0	G
		1,560	0	0	0	1,560	1,560	+0	G
	Directorate Expenditure Total	443,422	0	403	0	443,825	448,968	+5,143	G
	Directorate Income Total	-340,804	0	-116	0	-340,920	-340,920	+0	G
	Directorate Total Net	102,618	0	287	0	102,905	108,048	+5,143	A

KEY TO TRAFFIC LIGHTS

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 budget

G

A

R

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation underspend - overspend + £000 (9)	Projected Year end Variance Traffic Light (10)
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
		£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
SCS1	Adult Social Care								
	Gross Expenditure	206,098	0	49	0	206,147	210,097	+3,950	G
	Gross Income	-25,749	0	0	0	-25,749	-25,749	+0	G
		180,349	0	49	0	180,398	184,348	+3,950	A
SCS2	Community Safety								
	Gross Expenditure	4,135	0	1	0	4,136	4,050	-86	A
	Gross Income	-1,659	0	-1	0	-1,660	-1,660	+0	G
		2,476	0	0	0	2,476	2,390	-86	A
SCS3	Joint Commissioning								
	Gross Expenditure	8,730	0	-351	0	8,379	8,379	+0	G
	Gross Income	-2,693	0	15	0	-2,678	-2,678	+0	G
		6,037	0	-336	0	5,701	5,700	+0	G
SCS4	Fire & Rescue and Emergency Planning								
	Gross Expenditure	26,329	0	0	0	26,329	26,317	-12	G
	Gross Income	-467	0	0	0	-467	-467	+0	G
		25,862	0	0	0	25,862	25,850	-12	G
	Less recharges within directorate	-6,810	0	0	0	-6,810	-6,810	+0	G
		6,810	0	0	0	6,810	6,810	+0	G
	Directorate Expenditure Total	238,482	0	-301	0	238,181	242,032	+3,852	G
	Directorate Income Total	-23,758	0	14	0	-23,744	-23,743	+0	G
	Directorate Total Net	214,724	0	-287	0	214,437	218,289	+3,852	G

KEY TO TRAFFIC LIGHTS

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 budget

R

Financial Monitoring and Business Strategy Delivery Report
 CABINET - 15 July 2014
 Budget Monitoring

Pooled Budgets

Original Budget	Latest Budget		Projected Year end Variation
£m	£m		
		<u>Older People's & Equipment Pool</u>	
92.256	92.271	Oxfordshire County Council	+0.532
90.610	90.610	Oxfordshire Clinical Commissioning Group	+0.430
182.866	182.881	Total Older People's & Equipment Pool	+0.962
		<u>Physical Disabilities Pool</u>	
11.902	12.131	Oxfordshire County Council	+0.304
7.219	7.219	Oxfordshire Clinical Commissioning Group	-0.541
19.121	19.350	Total Physical Disabilities Pool	-0.237
		<u>Learning Disabilities Pool</u>	
67.681	67.681	Oxfordshire County Council	+2.860
12.153	12.153	Oxfordshire Clinical Commissioning Group	+0.513
79.834	79.834	Total Learning Disabilities Pool	+3.373
171.839	172.083	Total Oxfordshire County Council	+3.696
109.982	109.982	Total Oxfordshire Clinical Commissioning Group	+0.402
281.821	282.065	Total Pooled Budgets	+4.098

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(10)
EE1	Strategy and Infrastructure								
	Gross Expenditure	11,659	0	24	0	11,683	13,840	+2,157	R
	Gross Income	-2,920	0	-47	0	-2,967	-4,925	-1,958	R
		8,739	0	-23	0	8,716	8,912	+199	A
EE2	Commercial Services								
	Gross Expenditure	115,560	0	2	0	115,562	120,620	+5,058	A
	Gross Income	-51,801	0	21	0	-51,780	-56,738	-4,958	R
		63,759	0	23	0	63,782	63,883	+100	G
EE3	Oxfordshire Customer Services								
	Gross Expenditure	50,467	0	35	0	50,502	50,755	+253	G
	Gross Income	-41,433	0	-72	0	-41,505	-41,792	-287	G
		9,034	0	-37	0	8,997	8,965	-34	G
	Less recharges within directorate	-18,697	0	0	0	-18,697	-18,697	+0	G
		18,697	0	0	0	18,697	18,697	+0	G
	Directorate Expenditure Total	158,989	0	61	0	159,050	166,519	+7,468	A
	Directorate Income Total	-77,457	0	-98	0	-77,555	-84,759	-7,203	R
	Directorate Total Net	81,532	0	-37	0	81,495	81,760	+265	G

KEY TO TRAFFIC LIGHTS

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 budget

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Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation underspend - overspend + £000 (9)	Projected Year end Variance Traffic Light (10)
		Original Budget £000 (3)	Brought Forward from 2013/14 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
CEO1	Chief Executive & Business Support								
	Gross Expenditure	1,104	0	0	0	1,104	1,040	-64	R
	Gross Income	-567	0	0	0	-567	-574	-7	G
		537	0	0	0	537	466	-71	R
CEO2	Human Resources								
	Gross Expenditure	2,952	0	37	0	2,989	2,914	-75	A
	Gross Income	-2,809	0	0	0	-2,809	-2,843	-34	G
		143	0	37	0	180	71	-109	R
CEO3	Corporate Finance & Internal Audit								
	Gross Expenditure	3,951	0	69	0	4,020	4,308	+288	R
	Gross Income	-3,705	0	-69	0	-3,774	-4,114	-340	R
		246	0	0	0	246	194	-52	R
CEO4	Law & Culture								
	Gross Expenditure	21,802	0	0	0	21,802	22,014	+212	G
	Gross Income	-5,779	0	0	0	-5,779	-5,872	-93	G
		16,023	0	0	0	16,023	16,142	+119	G
CEO5	Strategy & Communications								
	Gross Expenditure	1,508	0	0	0	1,508	1,599	+91	R
	Gross Income	-1,370	0	0	0	-1,370	-1,509	-139	R
		138	0	0	0	138	90	-48	R

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2013/14 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(10)
CEO6	Corporate & Democratic Core								
	Gross Expenditure	3,661	0	0	0	3,661	3,661	+0	G
	Gross Income	0	0	0	0	0	0	+0	
		3,661	0	0	0	3,661	3,661	+0	G
	Less recharges within directorate	-3,676	0	0	0	-3,676	-3,676	+0	G
		3,676	0	0	0	3,676	3,676	+0	G
	Directorate Expenditure Total	31,302	0	106	0	31,408	31,860	+452	G
	Directorate Income Total	-10,554	0	-69	0	-10,623	-11,236	-613	R
	Directorate Total Net	20,748	0	37	0	20,785	20,624	-161	G

KEY TO TRAFFIC LIGHTS

On track to be within +/- 2% of year end budget

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On track to be within +/- 5% of year end budget

A

Estimated outturn showing variance in excess of +/- 5% of year end budget

R

Financial Monitoring and Business Strategy Delivery Report
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Budget Monitoring

Ref	Directorate	BUDGET 2014/15					Outturn Forecast Year end Spend/Income	Projected Year end Variation underspend - overspend + £000 (9)	Projected Year end Variance Traffic Light (10)
		Original Budget £000 (3)	Brought Forward from 2013/14 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)			
(1)	(2)						£000 (8)		
PH1	Public Health								
	Gross Expenditure	26,846	0	0	0	26,846	26,483	-363	G
	Gross Income	-26,846	0	0	0	-26,846	-26,846	0	G
		0	0	0	0	0	-363	-363	
	Transfer underspend to Grants & Contributions Reserve at year end	0	0	0	0	0	363	363	
	Less recharges within directorate	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
	Directorate Expenditure Total	26,846	0	0	0	26,846	26,846	0	G
	Directorate Income Total	-26,846	0	0	0	-26,846	-26,846	0	G
	Directorate Total Net	0	0	0	0	0	0	0	

KEY TO TRAFFIC LIGHTS

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 budget

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Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
EE	Jul	Move Integrated Transport Unit to separate tier 3 service area in line with line management of the service	EE2-24B	Supported Transport	P	-2,660.6	2,314.5
			EE2-5	Integrated Transport Unit	P	2,660.6	-2,314.5
		Code moving from EE1-45 to EE2-22AG due to a change in responsibility	EE1-1 to EE1-5	Strategy & Infrastructure	P	-1,014.0	0.0
			EE2-22	Property & Facilities Management	P	1,014.0	0.0
Inter Directorate	Jul	Transfer of Money Management from E&E to S&CS	EE3-8	Pensions, Procure to Pay (P2P)	P	-355.0	355.0
			SCS1-4A-J	Services For All Client Groups	P	355.0	-355.0
		S31 Special Educational Needs and Disability (SEND) Implementation Grant 2014/15 notified by DfE on 10 June 2014 (unringfenced grant - see Part 4 of the report)	CEF1-2	Additional & Special Educational Needs	T	495.1	0.0
			SM	Strategic Measures	T	0.0	-495.1
		Care Bill Implementation grant notified by the Department of Health on 1 May 2014 (unringfenced grant - see Part 4 of the report)	SCS1-4J	Adult Social Care Improvement Programme	T	125.0	
			SM	Strategic Measures	T		-125.0
Grand Total						620.1	-620.1

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

VIREMENTS REQUIRING CABINET APPROVAL ACTIONED IN THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease	Income - increase / + decrease
SCS	Apr	Move SHT216 Cost centre into the Mental Health Pool.	SCS1-3A	Non-Pool Services	P	-1,700.9	0.0
			SCS1-3B	Pooled Budget Contributions	P	1,700.9	0.0
Grand Total						0.0	0.0

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

VIREMENTS REQUIRING CABINET APPROVAL ACTIONED IN PREVIOUS REPORTS

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Inter Directorate	Apr	Oxfordshire Support Fund	CEF2-3	Social Care	T	302.2	0.0
			SCS1-1E	Older People and Equipment Pooled Budget Contributions	T	14.6	0.0
			SCS1-2C	Pooled Budget Contribution	T	4.2	0.0
			SCS1-3B	Pooled Budget Contributions	T	16.0	0.0
			SCS1-4A-J	Services For All Client Groups	T	58.4	0.0
			SCS3-6	Oxfordshire Support Fund	T	-395.5	0.0
Grand Total						0.0	0.0

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

NEW VIREMENTS FOR CABINET TO NOTE

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CEF	July	Amended budget to reflect confirmed grant.	CEF2-6	Youth Offending Service	P	100.0	-100.0
		Reduction to remand budget per Youth Justice Board	CEF2-3	Social Care	P	-50.4	50.4
		Amend High Needs Dedicated Schools Grant allocations - Pre 16 Place Funding	CEF1-2	Additional & Special Educational Needs	P	40.0	-40.0
			CEF4-1	Delegated Budgets	P	-40.0	40.0
		Amend High Needs Dedicated Schools Grant allocations - Meadowbrook/Next Steps contribution	CEF1-2	Additional & Special Educational Needs	P	-69.6	69.6
			CEF1-4	Education	P	69.6	-69.6
		Update of Outdoor Education Centre Budgets to reflect planned position.	CEF1-4	Education	P	6.9	-6.9
		Update of Hill End budget to reflect current business.	CEF1-4	Education	P	56.2	-56.2
		Calculated staffing budgets through the payroll forecaster and analysis of other budgets.	CEF1-2	Additional & Special Educational Needs	P	-1.9	2.0
		Inflation from 0-5 Standards & Progress cost centre to Business Efficiency	CEF1-4	Education	P	-0.6	0.0
			CEF3-1	Management, Admin & Central Support Service Recharges	P	0.6	0.0
		Movement of Schools & Learning ICT budgets	CEF1-4	Education	P	-43.9	43.9
		14/15 Budget Tidy	CEF1-2	Additional & Special Educational Needs	P	48.6	-48.6
EE	July	Highways Maintenance budget update	EE2-31 to EE2-35	Network & Asset Management (Excluding On/Off Street Parking and Park & Rides)	T	-21.4	21.4
		Transfer of business analysts to Business Development	EE3-3	ICT	P	-38.9	0.0
			EE3-4	Business Development	P	116.7	0.0
			EE3-5	Customer Service Centre	P	-77.8	0.0
		Realign previous years savings target EE51	EE1-1 to EE1-5	Strategy & Infrastructure	P	38.0	-38.0
		EE1-4 Operational Virements	EE1-1 to EE1-5	Strategy & Infrastructure	P	-47.8	47.8
		EE1-4 Restructure	EE1-1 to EE1-5	Strategy & Infrastructure	P	-29.9	29.9
		Cost centre moving from EE1-1 to EE1-5	EE1-1 to EE1-5	Strategy & Infrastructure	P	-22.9	0.0
			EE2-4	Operations Delivery	P	22.9	0.0
		Align budget with forecast to Steering Group	EE1-1 to EE1-5	Strategy & Infrastructure	P	92.6	-92.6
		Business Development Restructure Virements	EE3-4	Business Development	P	71.5	-71.5
		Money Management Saving to G21005	EE3-1	Management Team	P	128.7	0.0
			EE3-8	Pensions, Procure to Pay (P2P)	P	-128.7	0.0
		To cover salary costs for E&E Complaints & FOI Team who are moving into the CSC from 1st April	EE3-4	Business Development	P	-45.4	0.0
			EE3-5	Customer Service Centre	P	45.4	0.0
		Remove unmet income target	EE1-1 to EE1-5	Strategy & Infrastructure	P	-5.8	5.8

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

NEW VIREMENTS FOR CABINET TO NOTE

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
SCS	July	Set Safer Communities budgets for 2014/15	SCS2-1	Safer Communities	P	-34.8	34.8
		Reverse virement to correct S75 variations and to reconcile budgets.	SCS1-3A	Non-Pool Services	P	-3.5	0.0
			SCS1-3B	Pooled Budget Contributions	P	3.5	0.0
		Tidy budgets to reconcile to variations as per S75 agreements.	SCS1-3A	Non-Pool Services	P	-10.9	0.0
			SCS1-3B	Pooled Budget Contributions	P	10.9	0.0
		Operational Governance Funding to Joint Commissioning	SCS1-4A-J	Services For All Client Groups	P	-44.0	0.0
			SCS3-1 to SCS3-5	Joint Commissioning	P	44.0	0.0
	Set Trading Standards budgets 2014/15	SCS2-3	Trading Standards	P	35.3	-35.3	
Inter-Directorate	July	£37k Learning & Development saving miscoded to G22004	CEO2	Human Resources	P	37.0	0.0
			EE3-6	Human Resources (including Adult Learning)	P	-37.0	0.0
		Temporary transfer of budget from Aiming Higher to Engagement Team	CEF2-5	Services for Disabled Children	T	-15.0	0.0
			SCS3-1 to SCS3-5	Joint Commissioning	T	0.0	15.0
CEO	July	Amend Pensions Investments staffing budget to reflect agreed recharge to Pension Fund	CEO3	Corporate Finance & Internal Audit	P	69.4	-69.4
Grand Total						267.6	-267.6

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014**

SUPPLEMENTARY ESTIMATES REQUESTED THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Strategic Measures	July	Contribution to the Insurance Reserve from Strategic Measures to meet actuarial recommendations	Strategic Measures		T	435.0	0.0
Grand Total						435.0	0.0

MEMORANDUM

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

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
						0.0	0.0
Grand Total						0.0	0.0

Financial Monitoring & Business Strategy Delivery Report
CABINET 15 July 2014

Oxfordshire County Council's Treasury Management Lending List
as at 20 June 2014

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				O/N
Lloyds TSB Bank plc - Callable Deposit A/c (OXFORDCCPEN)				12 mths
Ignis Sterling Liquidity Fund - (Pension Fund)				6 mths
<u>Call Accounts / Money Market Funds</u>				
Santander UK plc - Main A/c	5,000,000	5,000,000	a	O/N
Close Brothers Ltd - 95 day notice A/c	10,000,000	10,000,000	d	100 days
Lloyds TSB Bank plc - Callable Deposit A/c	25,000,000	25,000,000	b	12 mths
Svenska Handelsbanken - Call A/c	25,000,000	25,000,000	c	12 mths
Goldman Sachs Sterling Liquid Reserves Fund	25,000,000			6 mths
Deutsche Managed Sterling Fund	25,000,000			6 mths
Prime Rate	12,000,000			6 mths
Ignis Sterling Liquidity Fund - (County Council)	25,000,000			6 mths
Morgan Stanley Sterling Liquidity Fund	5,000,000			O/N
Legal and General Investment Management	25,000,000			6 mths
<u>Money Market Deposits</u>				
Santander UK plc Time Deposit Facility	5,000,000	5,000,000	a	O/N
Bank of Montreal	25,000,000			12 mths
Bank of Nova Scotia	25,000,000			12 mths
Barclays Bank Plc	15,000,000			6 mths
Canadian Imperial Bank of Commerce	25,000,000			12 mths
Close Brothers Ltd	10,000,000	10,000,000	d	100 days
Commonwealth Bank of Australia	25,000,000			12 mths
Credit Suisse	15,000,000			100 days
DBS Bank (Development Bank of Singapore)	25,000,000			12 mths
Debt Management Account Deposit Facility	100% Portfolio			6 mths
English, Welsh and Scottish Local Authorities (limit applies to individual authorities)	30,000,000			3 years
HSBC Bank plc	25,000,000			12 mths
Lloyds TSB Bank plc	25,000,000	25,000,000	b	12 mths
National Australia Bank	25,000,000			12 mths
National Bank of Canada	10,000,000			6 mths
Nationwide Building Society	15,000,000			6 mths
Oversea-Chinese Banking Corp	25,000,000			12 mths
Royal Bank of Canada	25,000,000			6 mths
Standard Chartered Bank	25,000,000			12 mths
Svenska Handelsbanken	25,000,000	25,000,000	c	12 mths
Toronto-Dominion Bank	25,000,000			12 mths
United Overseas Bank	25,000,000			12 mths

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
EARMARKED RESERVES

	Balance at 1 April 2014 £000	2014/15 Movement		Forecast Balance at 31 March 2015 £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000		
<u>Revenue Reserves</u>					
Schools' Reserves	25,444			25,444	Will reduce due to academy conversions in 2014/15 and will be updated to reflect forecast surpluses estimated to be held by LEA maintained schools at the end of 2014/15 later in the year.
Cross Directorate Reserves					
Vehicle and Equipment Reserve	2,399	-13	10	2,396	Includes funding for Fire and Rescue Vehicles and Equipment in future years
Grants and Contributions Reserve	20,598	-11,534	372	9,436	Forecast at end of 2014/15 includes £4.240m Dedicated Schools Grant
ICT Projects	1,424	-14		1,410	To be used to fund ICT projects that span financial years including Framework-i in CE&F and the replacement for OCN
Total Cross Directorate	24,421	-11,561	382	13,242	
Directorate Reserves					
CE&F					
CE&F Commercial Services	990	-402		588	To be used to support commercial services within CE&F. Forecast balance at 31 March 2015 includes Oxfordshire Children's Safeguarding Board (£0.178m) and Outdoor Education Centres (£0.279m).
Joint Working with Police	272	-272			To fund a two year project due to anticipated increase in referrals and work . Planned to be spent by October 2014.
School Intervention Fund	1,116	-1,085		31	For school improvement projects in line with Education Strategy.
Thriving Families	1,745	-537		1,208	Will be used to fund Thriving Families project along with government grant.
Children's Social Care	20	-20			Residual balance of carry forwards from 2011/12 to be spent in 2014/15. Includes balance of funding for Framework i developments post, volunteer co-ordinator post, work on adoption process and Corporate Parenting review.
Foster Carer Loans	201			201	To meet Children's Act loans write off and interest costs in future years.
Academies Conversion Support	619	-619			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.
Staff Training & Development	102	-102			Balance of funding agreed by Council in February 2011 for training and staff development towards new ways of working following restructure within CE&F. Balance of apprentice carry forward funding. To be spent by 2014/15.
CE&F Pay Protection Costs	282			282	To meet pay protection costs. Amount required being reviewed as Directorate has agreed to cease pay protection.
Early Intervention Service Reserve	362	-184		178	To fund various projects with the Early Intervention Service and the replacement of equipment
Total CE&F	5,709	-3,221		2,488	
S&CS					
Older People Pooled Budget Reserve	2,878			2,878	To be used as agreed by the Joint Management Group
Physical Disabilities Pooled Budget Reserve	1,044			1,044	To be used as agreed by the Joint Management Group
Learning Disabilities Pooled Budget Reserve	95			95	To be used as agreed by the Joint Management Group
Fire Control	408			408	This reserve holds the funding agreed on the fire control project (Oxfordshire/Berkshire/Buckinghamshire Fire Control Centre) and the Fire Link projects which will be used in future years.
Fire & Rescue & Emergency Planning Reserve	129			129	To be used for unbudgeted fire hydrant work and renewal of IT equipment
Community Safety Reserve	155	-35		120	This reserve will be used to for works at the Redbridge Gypsy and Travellers site and to support the cost of complex Trading Standards investigations.
Total S&CS	4,709	-35		4,674	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
EARMARKED RESERVES

	Balance at 1 April 2014 £000	2014/15 Movement		Forecast Balance at 31 March 2015 £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000		
E&E					
Highways and Transport Reserve	385	-352		33	Being used to support bridges investigation work in 2014/15.
Area Stewardship	137	-137			Remaining funding available for the Area Stewardship scheme
On Street Car Parking	2,086	-2,302	1,088	872	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.
Countryside Ascott Park - Historical Trail	21		1	22	
Carbon Reduction	60			60	
SALIX Energy Schemes	297	-70		227	To be used for future energy saving schemes.
Dix Pit WRC Development	13	-13			
Oxfordshire Waste Partnership Joint Reserve	57	-57			This reserve holds the revenue proportion of the unutilised element of the performance reward grant secured by the Oxfordshire Waste Partnership (OWP)
Closed Landfill Site Engineering Works	826			826	To fund engineering (cell) work at Dix Pit waste management site and any on-going liabilities due to the closure of other landfill sites
Waste Management	528			528	To fund financial liabilities due to any contract deficit mechanism payments as part of the Energy from Waste contract
Property Disposal Costs	201	-26		175	To meet disposal costs in excess of the 4% eligible to be charged against capital receipts
Developer Funding (Revenue)	410	-64	169	515	Administration fees from developers held to meet the costs of monitoring Section 106 agreements
West End Partnership	56	-30		26	This reserve is to ring-fence funding relating to the West End Project
Catering Investment Fund (formerly FWT)	1,594	-300		1,294	To be used to fund catering improvements in schools plus a contingency for unforeseen costs
Asset Rationalisation	637	-637			Investment fund for the implementation of the asset rationalisation strategy
Job Clubs	102	-102			Remaining balance to be spent on Job Clubs in 2014/15
Minerals and Waste Project	111	-80		31	To fund the Minerals and Waste project
Joint Use	1,077		300	1,377	Will be used to support the joint-use agreements with the district councils in future years.
LABGI Funding to support Local Enterprise Partnership	278	-92		186	Residual Local Authority Business Growth Incentive (LABGI) funding that will be used to support the Local Enterprise Partnership.
Oxfordshire Customer Services (OCS) Development Reserve	1,063	-310		753	To be used to develop the Customer Service Centre and the Transforming Oxfordshire Customer Services Project
Money Management Reserve	150	-150			Contingency in case of an overspend if income received is less than budget
Oxfordshire - Buckinghamshire partnership	198			198	This reserve is to ring-fence funding for the Oxfordshire & Buckinghamshire Partnership graduate teacher training programme
Total E&E	10,287	-4,722	1,558	7,123	
Chief Executive's Office					
Big Society Fund	16	-16			2013/14 commitments not paid by year end. Will be used in 2014/15
CIPFA Trainees	58			58	Reserve provides cover for any unbudgeted CIPFA trainee costs - pay costs fluctuate according to the qualification level that the current trainees have reached. Now being used to support finance training generally.
Change Management & New Ways of Working					
Coroner's Service	133			133	Will be used to support various projects within the Coroner's Service.
Council Elections			127	127	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.
Registration Service	675			675	To be used for refurbishing the Registration buildings and facilities
Cultural Services Reserve	1,506			1,506	To be used to update software and hardware to maintain an effective library management system.
Total - CEO	2,388	-16	127	2,499	
Directorate Reserves	23,093	-7,994	1,685	16,784	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014
EARMARKED RESERVES

	2014/15				Commentary
	Balance at 1 April 2014	Movement		Forecast Balance at 31 March 2015 £000	
		Contributions from Reserve	Contributions to Reserve		
	£000	£000	£000		
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. Use of reserve based on estimated forecast use of the reserve on agreed projects in 2014/15.
Carry Forward Reserve	1,085		706	1,791	
Efficiency Reserve	4,253	-2,578		1,675	
Corporate Total	5,338	-2,578	706	3,466	
Total Revenue Reserves	78,296	-22,133	2,773	58,936	
Other Reserves					This reserve has been established for the purpose of financing capital expenditure in future years
Insurance Reserve	3,482		435	3,917	
Capital Reserves					
Capital Reserve	19,442			19,442	This reserve has been established to facilitate, through forward funding, the timely provision of infrastructure that supports planned growth.
Rolling Fund Reserve	2,050		491	2,541	This reserve was created as part of the 2008/09 budget setting process 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.
Prudential Borrowing Reserve	7,530	-94	950	8,386	
Total Capital Reserves	29,022	-94	1,441	30,369	
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 - 2013/14 to 2016/17	19,393	-13,961		5,432	
Total Cash Flow Reserves	19,393	-13,961		5,432	
Total Other Reserves	51,897	-14,055	1,876	39,718	
Total Reserves	130,193	-36,188	4,649	98,654	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 July 2014

General Revenue Balances

Date	Forecast 2014/15		Budget 2014/15
	£m	£m	£m
General Balances: Outturn 2013/14	18.455		17.409
County Fund Balance		18.455	17.409
Planned Contribution to Balances		3.000	3.000
Planned Contribution from Balances			
Original forecast outturn position 2013/14		21.455	20.409
Additions			
		0.000	0.000
Calls on balances deducted			
Total calls on balances		0.000	-2.000
Automatic calls on/returns to balances			
		0.000	
Additional Strategic Measures		0.000	
Other items		0.000	
Net General Balances		21.455	18.409
Total Gross Expenditure Budget		872.874	872.874
General Balances as a % of Gross Expenditure		2.46%	2.11%
Net Balances		21.455	
Calls on / returns to balances agreed but not actioned			
Contribution to Insurance Reserve from Strategic Measures		-0.435	
		-0.435	
Calls on / returns to balances requested in this report			
		0.000	
Forecast Overspend			
Less forecast directorate overspend (as set out in Annex 1)		-9.099	
		0.000	
Revised Outturn position		11.921	
Severe Weather Recovery Grant		3.039	

Financial Monitoring and Business Strategy Delivery Report

CABINET - 15 July 2014

Ringfenced Government Grant Details - 2014/15

Directorate	2014/15 Budget Book	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
Children, Education & Families	£000	£000	£000	£000
Ringfenced Grants				
Asylum UASC Fieldwork (reimbursement from Home Office)	656			656
Dedicated Schools Grant (DfE)	292,502		-664	291,838
Intensive Interventions Programme (DfE)	180			180
Education Funding Agency - Sixth Form Funding and Threshold	7,131		664	7,795
Music	642			642
Pupil Premium	11,668			11,668
Remand Framework	144			144
Youth Justice Board	636		49	685
Universal Infant Free School Meals Grant			4,052	4,052
Total Children, Education & Families	313,559	0	4,101	317,660

Financial Monitoring and Business Strategy Delivery Report

CABINET - 15 July 2014

Ringfenced Government Grant Details - 2014/15

Directorate	2014/15 Budget Book	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
	£000	£000	£000	£000
<u>Environment & Economy</u>				
<u>Strategy & Infrastructure</u>				
Local Enterprise Partnership Core Funding	500			500
Regional Growth Fund - Oxford Innovation Business Support			1,961	1,961
Bus Service Operators Grant (BSOG)			795	795
Local Sustainable Transport Fund Grant	535			535
<u>Commercial Services</u>				
Natural England - National Trails	230			230
<u>Oxfordshire Customer Services</u>				
Skills Funding Agency - Adult Education	3,899			3,899
Education Funding Agency	285		-76	209
Total Environment & Economy	5,449	0	2,680	8,129
<u>Public Health</u>				
Public Health Grant	26,086			26,086
Total Public Health	26,086	0	0	26,086
<u>Chief Executive's Office</u>				
Arts Council			14	14
Total Chief Executive's Office	0	0	14	14
Total	345,094	0	6,795	351,889

Capital Programme 2014/15 to 2018/19
CABINET - 15 July 2014

Summary

Directorate	Latest Approved Capital Programme (Council 18 February 2014)				Latest Forecast				Variation				Current Year Expenditure Monitoring			
	2013/14 Outturn	Current Year	Future Years	Total	2013/14 Outturn	Current Year	Future Years	Total	2013/14 Outturn	Current Year	Future Years	Total	Actual expenditure to date	Commitments	Expenditure Realisation Rate	Actuals & Commitments
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s		£'000s	£'000s	£'000s	£'000s	£'000s	%	%
Children, Education & Families 1 - OCC	30,687	32,654	112,330	175,671	26,154	35,812	113,666	175,632	-4,533	3,158	1,336	-39	-1,521	15,870	-4%	40%
CEF Programme Reductions to be identified	0	0	-18,421	-18,421	0	0	-18,421	-18,421	0	0	0	0	0	0	0%	0%
Social & Community Services	4,310	14,019	18,844	37,173	4,260	14,329	18,456	37,045	-50	310	-388	-128	-83	805	-1%	5%
Environment & Economy 1 - Transport	26,002	45,797	52,976	124,775	25,301	48,347	58,352	132,000	-701	2,550	5,376	7,225	-4,193	21,944	-9%	37%
Environment & Economy 2 - Other Property Development Programmes	1,838	11,781	15,007	28,626	1,377	12,124	15,090	28,591	-461	343	83	-35	244	7,823	2%	67%
Chief Executive's Office	906	871	537	2,314	492	1,362	487	2,341	-414	491	-50	27	37	152	3%	14%
Total Directorate Programmes	63,743	105,122	181,273	350,138	57,584	111,974	187,630	357,188	-6,159	6,852	6,357	7,050	-5,516	46,594	-5%	37%
Schools Local Capital	3,846	1,907	3,834	9,587	4,486	2,500	4,861	11,847	640	593	1,027	2,260	0	0	0%	0%
Earmarked Reserves	0	0	53,132	53,132	55	915	56,341	57,311	55	915	3,209	4,179				
OVERALL TOTAL	67,589	107,029	238,239	412,857	62,125	115,389	248,832	426,346	-5,464	8,360	10,593	13,489	-5,516	46,594	-5%	36%

Capital Programme 2014/15 to 2018/19
CABINET - 15 July 2014

In-Year Expenditure Forecast Variations

Project / Programme Name	Previous 2014/15 Forecast*	Revised 2014/15 Forecast	Variation	Comments
	£'000s	£'000s	£'000s	
<u>Children, Education & Families Capital Programme</u>				
Bayards (New Scheme) - replacement of existing buildings (ED750)	3,200	4,000	800	On Site.
Eynsham - Expansion to 2FE (ED785)	0	179	179	Stage 1 approved (ED785). DRF enabling works approved. Funding transfer from annual programme.
Existing Demographic Pupil Provision (Basic Needs Programme)	6,109	2,685	-3,424	Projects being developed. Draw down of budget provision for the projects below.
11/12 - 13/14 Basic Need Programme Completions	222	401	179	
Oxford, New Marston - (Phase 4) (ED798)	50	103	53	Forecast completion July 2014.
Oxford, Cutteslowe - (Phase 3) (ED796)	910	650	-260	On site.
Oxford, St Joseph's - (Expansion to 2 FE) (ED815)	850	1,000	150	On site.
Oxford, St Gregory - (Phase 2) New 2FE (ED823)	2,400	2,800	400	On site.
Bletchington - Relocate School & Expansion to 0.5FE (ED841)	0	950	950	Stage 2 approved - On site.
Woodstock - (Phase 3) Expansion to 1.5FE (ED809)	0	448	448	Stage 2 approved - On site.
Oxford, St Christopher's - Expansion to 2FE (ED818)	0	1,896	1,896	Stage 2 approved - On site.
Oxford, St Ebbe's - Expansion to 2FE (ED813)	0	1,018	1,018	Stage 2 approved - On site.
Botley - Expansion to 2FE (ED830)	0	742	742	Stage 2 approved. Enabling works for Sept 14 completed.
Reducing Out of County Provision for SEN Pupils (ED810)	2,076	2,800	724	On site. Forecast completion Aug 2014.
Didcot, Great Western Park - Primary 1 (14 classroom)	3,300	3,000	-300	Re-profiled
Bicester, South West - 14 classroom	5,500	5,200	-300	Re-profiled
Other Small Changes			-97	
CE&F TOTAL IN-YEAR VARIATION			3,158	
<u>Schools</u>				
Devolved Formula Capital	1,907	2,500	593	Based on revised 2014/15 allocation and 13/14 outturn position.
SCHOOLS TOTAL IN-YEAR VARIATION			593	
<u>Social And Community Services Capital Programme</u>				
Joint Control room (SC111)	250	275	25	Stage 2 Approved March 2013. £515k removed as revenue expenditure in nature. Will be capital revenue switched.
Dignity Plus Dementia Care	335	0	-335	Completed early, surplus grant returned
ECH - New Schemes & Adaptations to Existing Properties	1,100	1,569	469	
Other small changes			151	
S&CS TOTAL IN-YEAR VARIATION			310	
<u>Environment & Economy - Highways & Transport Capital Programme</u>				
Kennington & Hinksey Roundabouts	3,049	4,500	1,451	Stage 2 Business case approved by Leader of Council and Chief Finance Officer. £1.8m budget increase reported to Cabinet in June 2014.
Harwell Link Rd Section 1 B4493 to A417 (project development)	0	385	385	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet 15 April.
Harwell Link Rd Section 2 Hagbourne Hill (project development)	0	342	342	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet 15 April.
Featherbed Lane and Stevenon Lights (project development)	0	349	349	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet 15 April.
A34 Chilton Junction Improvements	5,492	3,522	-1,970	Re-profiling of budget to match delivery timetable
Didcot Parkway Station Forecourt	192	976	784	Cabinet approval in June 2014 for a budget increase of £1.365m.
Eastern Arc Phase 1 Access to Headington (project development)	0	349	349	New project development budget approved. Total cost est £9.5m.
Woodstock Rd, ROQ	455	10	-445	Construction deferred to June 15 due to clashes with university building programmes.
Witney, Ducklington Lane/Station Lane Junction	1,323	1,885	562	Stage 2 Business case and £0.494m budget increase approved May 14.
Carriageway Schemes (non-principal roads)	3,588	4,731	1,143	Budget increased to reflect the addition of the Severe Weather Recovery Grant funding. Total SWRG allocation £1.475m of which £0.200m profiled in 15/16 as contingency.
A420 Cumnor embankment works	0	207	207	NEW PROJECT approved by C&APB 10/3/14. Funded from severe weather recovery grant.
Network Rail Electrification Bridge Betterment Programme	2,410	20	-2,390	Re-profiled to reflect the delays in the Network Rail programme
A4130 Bix dual carriageway	3,721	4,188	467	Stage 2 BC approved April 14.
A420 Shrivenham Bypass	2,684	3,540	856	Additional funding from severe weather grant to add length of CW as condition worse than previously thought.
Small developer funded schemes	81	338	257	
Other Small Changes			203	
E&E TRANSPORT TOTAL IN-YEAR VARIATION			2,550	
<u>Environment & Economy Capital Programme (excluding Transport)</u>				
Wigod Way, Wallingford	0	189	189	Contribution towards construction of community centre.
Energy Strategy Implementation (Non-Schools)	500	634	134	
Other Small Changes			20	
E&E TOTAL IN-YEAR VARIATION			343	
<u>Chief Executive's Office Capital Programme</u>				
Bicester Library	575	1,025	450	Cost increase and revised funding agreed by Chief Finance Officer and Director for E&E on 22/5/14
Other Small Changes			41	
CEO TOTAL IN-YEAR VARIATION			491	
CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION			7,445	

*As approved by Council 18 February 2014

Capital Programme 2014/15 to 2018/19
CABINET - 15 July 2014

New Schemes & Budget Changes

Project / Programme Name	Previous Total Budget* £'000s	Revised Total Budget £'000s	Variation £'000s	Comments
<u>Children, Education & Families Capital Programme</u>				
Eynsham - Expansion to 2FE (ED785)	37	257	220	Stage 1 approved (ED785). DRF enabling works approved. Funding transfer from annual programme.
Schools Accommodation Intervention & Support Programme	800	600	-200	£200 budget transfer to Eynsham project.
Existing Demographic Pupil Provision (Basic Needs Programme)	34,394	30,030	-4,364	Projects being developed. Draw down of budget provision for the projects below. Stage 2 approved - On site.
Bletchington - Relocate School & Expansion to 0.5FE (ED841)	24	1,018	994	
Woodstock - (Phase 3) Expansion to 1.5FE (ED809)	42	520	478	Stage 2 approved - On site. Stage 2 approved - On site. Stage 2 approved - On site. Stage 2 approved. Enabling works for Sept 14 completed.
Oxford, St Christopher's - Expansion to 2FE (ED818)	214	2,230	2,016	
Oxford, St Ebbe's - Expansion to 2FE (ED813)	36	1,100	1,064	
Botley - Expansion to 2FE (ED830)	248	1,040	792	
Schools Access Initiative	2,100	1,981	-119	£119k returned to capital programme 13/14 outturn.
Health & Safety - Schools	2,000	1,648	-352	£352k returned to capital programme 13/14 outturn.
Schools Energy Reduction Programme	1,276	1,026	-250	Budget provision of £0.250m funded from prudential borrowing removed to report a new four year plan.
Other Small Variations			-318	
CE&F TOTAL PROGRAMME SIZE VARIATION			-39	
<u>Schools</u>				
Devolved Formula Capital	2,642	4,902	2,260	Based on revised 2014/15 allocation and 13/14 outturn position.
CE&F TOTAL PROGRAMME SIZE VARIATION			2,260	
<u>Social And Community Services Capital Programme</u>				
Dignity Plus Dementia Care	1,535	1,417	-118	Completed early, surplus grant returned Drawdown from budget for scheme below
ECH - New Schemes & Adaptations to Existing Properties	8,008	7,135	-873	
ECH - Yarnton	0	900	900	Grant contribution to 50 flat scheme in Yarnton. Purchase of land in Kidlington.
ECH - Land Purchase	1,400	1,372	-28	
ECH - Completed Schemes	2,017	2,018	1	
Other Small Variations			-10	
S&CS TOTAL PROGRAMME SIZE VARIATION			-128	

Project / Programme Name	Previous Total Budget*	Revised Total Budget	Variation	Comments
	£'000s	£'000s	£'000s	
<u>Environment & Economy - Highways & Transport Capital Programme</u>				
Kennington & Hinksey Roundabouts	4,607	6,407	1,800	Stage 2 Business case approved by Leader of Council and Chief Finance Officer. £1.8m budget increase reported to Cabinet on 17 June 2014.
Harwell Link Rd Section 1 B4493 to A417 (project development)	0	500	500	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet on 15 April 2014.
Harwell Link Rd Section 2 Hagbourne Hill (project development)	0	500	500	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet on 15 April 2014.
Featherbed Lane and Steventon Lights (project development)	0	500	500	City Deal Access to Enterprise Zone. Project development budget approved by Cabinet on 15 April 2014.
Didcot Parkway Station Forecourt	6,690	8,055	1,365	Cabinet approval in June 2014 for a budget increase of £1.365m.
Eastern Arc Phase 1 Access to Headington (project development)	0	349	349	New project development budget approved. Total cost est £9.5m.
Witney, Ducklington Lane/Station Lane Junction	2,000	2,494	494	Stage 2 Business case and £0.494m budget increase approved May 14.
Carriageway Schemes (non-principal roads)	16,045	17,348	1,303	Budget increased to reflect the addition of the Severe Weather Recovery Grant (SWRG) funding. Total SWRG allocation £1.475m of which £0.200m profiled in 15/16 as contingency.
A420 Cumnor embankment works	0	263	263	NEW PROJECT approved by C&APB 10/3/14. Funded from severe weather recovery grant.
A420 Shrivenham Bypass	3,420	3,904	484	Additional funding from severe weather grant to add length of CW as condition worse than previously thought.
Other Small Changes			-333	
E&E TRANSPORT TOTAL PROGRAMME SIZE VARIATION			7,225	
<u>Environment & Economy Capital Programme (excluding Transport)</u>				
Small Variations			-35	
E&E TOTAL PROGRAMME SIZE VARIATION			-35	
<u>Chief Executive's Office Capital Programme</u>				
Bicester Library	1,200	1,500	300	Cost increase and revised funding agreed by Chief Finance Officer and Director for E&E on 22/5/14
Introduction of RFID (Radio frequency identification) self service in Libraries- Phase 2 (CS11)	965	669	-296	Underspend on programme
Other Small Variations			23	
CEO TOTAL PROGRAMME SIZE VARIATION			27	
CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION			9,310	

*As approved by Council 18 February 2014

Cabinet 15 July 2014

CAPITAL PROGRAMME: 2014/15 TO 2018/19

PROGRAMME							CAPITAL INVESTMENT TOTAL £'000s	
		Current Year	Firm Programme	Provisional Programme				
				2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s		2017 / 18 £'000s
Children, Education & Families 1 - OCC		35,812	38,317	44,464	30,885	0	149,478	
Children, Education & Families 2 - Schools Local Capital		2,500	2,200	1,383	1,278	0	7,361	
CEF Programme reductions to be identified			-5,541	-6,392	-6,488	0	-18,421	
Social & Community Services		14,329	3,780	13,286	1,390	0	32,785	
Environment & Economy 1 - Transport		48,347	30,985	16,156	11,211	0	106,699	
Environment & Economy 2 - Other Property Development Programmes		12,124	12,724	1,759	574	33	27,214	
Chief Executive's Office		1,362	397	90	0	0	1,849	
TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE		114,474	82,862	70,746	38,850	33	306,965	
Earmarked Reserves		915	10,112	16,328	19,901	10,000	57,256	
TOTAL ESTIMATED CAPITAL PROGRAMME		115,389	92,974	87,074	58,751	10,033	364,221	
TOTAL ESTIMATED PROGRAMME IN-YEAR RESOURCES		96,719	73,736	80,168	49,393	2,504	302,520	
In-Year Shortfall (-) /Surplus (+)		-18,670	-19,238	-6,906	-9,358	-7,529	-61,701	
Cumulative Shortfall (-) / Surplus (+)	61,701	43,031	23,793	16,887	7,529	0	0	

Cabinet 15 July 2014

CAPITAL PROGRAMME: 2014/15 TO 2018/19

SOURCES OF FUNDING		2014 / 15	2015 / 16	2016 / 17	2017 / 18	2018 / 19	CAPITAL RESOURCES TOTAL
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
SCE(R) Formulaic Capital Allocations - Credit Approval		0	0	0	0	0	0
SCE(C) Formulaic Capital Allocations - Un-ringfenced Grant		57,453	29,545	21,371	21,025	0	129,394
SCE(R) Supplementary Credit Approval		0	0	0	0	0	0
SCE(C) Supplementary Grant Approval		700	172	0	0	0	872
Devolved Formula Capital- Grant		2,474	2,200	1,383	1,278	0	7,335
Prudential Borrowing		12,085	12,624	21,519	10,535	0	56,763
Grants		22,731	5,089	1,136	0	0	28,956
Developer Contributions		16,761	25,842	30,174	16,355	2,504	91,636
District Council Contributions		970	0	0	0	0	970
Other External Funding Contributions		301	0	0	0	0	301
Revenue Contributions		1,845	1,106	280	200	0	3,431
Schools Contributions		69	0	0	0	0	69
Use of Capital Receipts		0	16,396	8,656	0	0	25,052
Use of Capital Reserves		0	0	2,555	9,358	7,529	19,442
TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED		115,389	92,974	87,074	58,751	10,033	364,221
TOTAL ESTIMATED IN YEAR RESOURCES AVAILABLE		96,719	73,736	80,168	49,393	2,504	302,520
Capital Grants Reserve C/Fwd	28,112	7,250	0	0	0	0	0
Usable Capital Receipts C/Fwd	14,147	16,339	4,351	0	0	0	0
Capital Reserve C/Fwd	19,442	19,442	19,442	16,887	7,529	0	0

Capital Programme 2014/15 to 2018/19

Cabinet 15 July 2014

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
Primary Capital Programme									
Bayards (New Scheme) - replacement of existing buildings (ED750)	2,168	4,000	500	58	0	0	6,726	4,558	558
Eynsham - Expansion to 2FE (ED785)	78	179	0	0	0	0	257	220	179
Primary Capital Programme Total	2,246	4,179	500	58	0	0	6,983	4,778	737
Provision of School Places (Basic Need)									
Existing Demographic Pupil Provision (Basic Needs Programme)	1,239	2,685	9,516	8,590	8,000	0	30,030	28,791	26,106
11/12 - 13/14 Basic Need Programme Completions	11,122	401	83	0	0	0	11,606	484	83
Oxford, Orchard Meadow - (Phase 2) (ED819)	554	50	42	0	0	0	646	92	42
Oxford, New Marston - (Phase 4) (ED798)	1,151	103	130	0	0	0	1,384	233	130
Oxford, Cutteslowe - (Phase 3) (ED796)	1,224	650	66	0	0	0	1,940	716	66
Oxford, St Joseph's - (Expansion to 2 FE) (ED815)	135	1,000	73	0	0	0	1,208	1,073	73
Oxford, St Gregory - (Phase 2) New 2FE (ED823)	199	2,800	202	0	0	0	3,201	3,002	202
Bletchington - Relocate School & Expansion to 0.5FE (ED841)	24	950	44	0	0	0	1,018	994	44
Woodstock - (Phase 3) Expansion to 1.5FE (ED809)	42	448	30	0	0	0	520	478	30

Capital Programme 2014/15 to 2018/19

Cabinet 15 July 2014

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
Oxford, St Christopher's - Expansion to 2FE (ED818)	214	1,896	120	0	0	0	2,230	2,016	120
Oxford, St Ebbe's - Expansion to 2FE (ED813)	36	1,018	46	0	0	0	1,100	1,064	46
Botley - Expansion to 2FE (ED830)	248	742	50	0	0	0	1,040	792	50
Reducing Out of County Provision for SEN Pupils (ED810)	1,326	2,800	166	0	0	0	4,292	2,966	166
Provision of School Places Total	17,514	15,543	10,568	8,590	8,000	0	60,215	42,701	27,158
<u>Growth Portfolio - New Schools</u>									
<u>South Oxfordshire</u>									
Didcot, Great Western Park - Primary 1 (14 classroom)	120	3,000	3,154	458	0	0	6,732	6,612	3,612
Didcot, Great Western Park - Primary 2 (14 classroom)	0	0	150	3,900	2,183	0	6,233	6,233	6,233
Didcot, Great Western Park - Secondary (Phase 1)	0	200	750	10,000	10,090	0	21,040	21,040	20,840
<u>Cherwell</u>									
Bodicote, Bankside - 10 classroom	0	250	3,200	2,125	293	0	5,868	5,868	5,618
Bicester - Secondary P1 (incl existing schools)	0	200	4,000	8,000	2,005	0	14,205	14,205	14,005
Bicester, South West - 14 classroom	339	5,200	1,376	0	0	0	6,915	6,576	1,376
Oxford - Barton (West)	0	200	3,900	2,548	350	0	6,998	6,998	6,798
Bicester Exemplar Eco-development - Primary 1 Phase 1 (7 classroom)	74	200	3,700	2,548	265	0	6,787	6,713	6,513
Project Development Budget	0	100	100	100	150	0	450	450	350
Growth Portfolio Total	533	9,350	20,330	29,679	15,336	0	75,228	74,695	65,345

Capital Programme 2014/15 to 2018/19

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CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
Children's Home									
Children's Home Programme	159	400	1,700	2,150	3,416	0	7,825	7,666	7,266
Young People's Centres Total	159	400	1,700	2,150	3,416	0	7,825	7,666	7,266
Annual Programmes									
Schools Access Initiative	381	400	400	400	400	0	1,981	1,600	1,200
Health & Safety - Schools	48	400	400	400	400	0	1,648	1,600	1,200
Temporary Classrooms - Replacement & Removal	91	448	330	310	300	0	1,479	1,388	940
Schools Accommodation Intervention & Support Programme	0	150	150	150	150	0	600	600	450
School Structural Maintenance (inc Health & Safety)	4,994	3,119	2,250	2,250	2,250	0	14,863	9,869	6,750
Schools Energy Reduction Programme	26	250	250	250	250	0	1,026	1,000	750
Annual Programme Total	5,540	4,767	3,780	3,760	3,750	0	21,597	16,057	11,290
Other Schemes & Programmes									
Early Years Entitlement for Disadvantage 2 year olds	0	700	800	72	0	0	1,572	1,572	872
Loans to Foster/Adoptive Parents (Prudentially Funded)	247	90	90	90	383	0	900	653	563
Small Projects	72	60	4	0	0	0	136	64	4
Other Schemes & Programmes Total	319	850	894	162	383	0	2,608	2,289	1,439

Capital Programme 2014/15 to 2018/19

Cabinet 15 July 2014

CHILDREN, EDUCATION & FAMILIES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>Retentions & Oxford City Schools Reorganisation</u>									
Retentions & OSCR Total	9,523	723	545	65	0	0	10,856	1,333	610
<u>Schools Capital</u>									
Devolved Formula Capital	4,486	2,500	2,200	1,383	1,278	0	4,902	7,361	4,861
School Local Capital Programme Total	4,486	2,500	2,200	1,383	1,278	0	4,902	7,361	4,861
CE&F CAPITAL PROGRAMME EXPENDITURE TOTAL	40,320	38,312	40,517	45,847	32,163	0	190,214	156,880	118,706
CE&F OCC ADJUSTED CAPITAL PROGRAMME EXPENDITURE TOTAL	35,834	35,812	38,317	44,464	30,885	0	185,312	149,519	113,845
Programme reductions to be identified	0	0	-5,541	-6,392	-6,488	0	-18,421	-18,421	-18,421
CE&F OCC REDUCED CAPITAL PROGRAMME EXPENDITURE TOTAL	35,834	35,812	32,776	38,072	24,397	0	166,891	131,098	95,424

Capital Programme 2014/15 to 2018/19

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SOCIAL AND COMMUNITY SERVICES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2014 / 15	2015 / 16	2016 / 17	2017 / 18	2018 / 19			
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
<u>COMMUNITY SAFETY PROGRAMME</u>									
<u>Fire & Rescue Service</u>									
Fire Equipment (SC112)	236	264	0	0	0	0	500	264	0
Joint Control room (SC111)	110	275	0	0	0	0	385	275	0
Relocation of Rewley Training Facility	0	100	500	0	0	0	600	600	500
Fire Review Development Budget	0	440	740	1,160	1,160	0	3,500	3,500	3,060
COMMUNITY SAFETY PROGRAMME TOTAL	346	1,079	1,240	1,160	1,160	0	4,985	4,639	3,560
<u>SOCIAL CARE FOR ADULTS PROGRAMME</u>									
<u>Dementia Programme</u>									
Dignity Plus Dementia Care	1,417	0	0	0	0	0	1,417	0	0
<u>Mental Health</u>									
Mental Health Projects	485	46	0	0	0	0	531	46	0
<u>Residential</u>									
HOPs Phase 1- New Builds	0	10,503	0	0	0	0	10,503	10,503	0
Oxfordshire Care Partnership	0	0	0	8,900	0	0	8,900	8,900	8,900
<u>Specialist Housing Programme (inc ECH - New Schemes & Adaptations to Existing Properties)</u>									
ECH - New Schemes & Adaptations to Existing Properties	501	1,569	2,076	2,759	230	0	7,135	6,634	5,065

Capital Programme 2014/15 to 2018/19

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SOCIAL AND COMMUNITY SERVICES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
ECH - Land Purchase	1,372	0	0	0	0	0	1,372	0	0
ECH - Completed Schemes	2,018	0	0	0	0	0	2,018	0	0
ECH - Greater Leys (SS105)	815	0	0	0	0	0	815	0	0
ECH - Shotover (SS104)	1,203	0	0	0	0	0	1,203	0	0
ECH - Yarnton	900	0	0	0	0	0	900	0	0
Deferred Interest Loans (CSDP)	259	160	170	467	0	0	1,056	797	637
SOCIAL CARE FOR ADULTS PROGRAMME TOTAL	8,970	12,278	2,246	12,126	230	0	35,850	26,880	14,602
<u>STRATEGY AND TRANSFORMATION PROGRAMME</u>									
New Adult Social Care Management System (SC107)	92	800	294	0	0	0	1,186	1,094	294
STRATEGY& TRANSFORMATION PROGRAMME TOTAL	92	800	294	0	0	0	1,186	1,094	294
Retentions & Minor Works	19	172	0	0	0	0	191	191	172
S&CS CAPITAL PROGRAMME EXPENDITURE TOTAL	9,427	14,329	3,780	13,286	1,390	0	42,212	32,804	18,628

Capital Programme 2014/15 to 2018/19

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ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>CITY DEAL PROGRAMME</u>									
<u>Science Transit</u>									
Kennington & Hinksey Roundabouts	1,377	4,500	530	0	0	0	6,407	5,030	530
<u>Access to Enterprise Zone</u>									
Harwell Link Rd Section 1 B4493 to A417 (project development)	115	385	0	0	0	0	500	385	0
Harwell Link Rd Section 2 Hagbourne Hill (project development)	158	342	0	0	0	0	500	342	0
Featherbed Lane and Steventon Lights (project development)	151	349	0	0	0	0	500	349	0
CITY DEAL PROGRAMME TOTAL	1,801	5,576	530	0	0	0	7,907	6,106	530
<u>SCIENCE VALE UK</u>									
Milton Interchange	684	5,277	3,593	1,071	0	0	10,625	9,941	4,664
A34 Chilton Junction Improvements	170	3,522	5,005	2,186	0	0	10,883	10,713	7,191
Enterprise Zone Sustainable Transport Project - Cycleway improvements - Harwell Oxford to Didcot via Winnaway (GPF)	18	300	170	0	0	0	488	470	170
Didcot Parkway Station Forecourt	6,994	976	85	0	0	0	8,055	1,061	85
Didcot Parkway Brompton Docks	0	45	0	0	0	0	45	45	0
SCIENCE VALE UK LOCALITY PROGRAMME TOTAL	7,866	10,120	8,853	3,257	0	0	30,096	22,230	12,110

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ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>OXFORD</u>									
Eastern Arc Phase 1 Access to Headington (project development)	0	349	0	0	0	0	349	349	0
Frideswide Square	589	2,001	2,238	650	0	0	5,478	4,889	2,888
The Plain Cycle Improvements	119	716	130	0	0	0	965	846	130
Woodstock Rd, ROQ	48	10	472	50	0	0	580	532	522
London Road Bus Lane (LSTF)	193	562	85	0	0	0	840	647	85
Green Road-Warneford Lane Cycle Route (LSTF)	9	88	9	0	0	0	106	97	9
New Headington Transport Improvements	440	20	0	0	0	0	460	20	0
OXFORD LOCALITY PROGRAMME TOTAL	1,398	3,746	2,934	700	0	0	8,778	7,380	3,634
<u>BICESTER</u>									
Bicester Park and Ride	244	2,016	1,540	0	0	0	3,800	3,556	1,540
Bicester Perimeter Road (Project Development)	0	300	700	0	0	0	1,000	1,000	700
Bicester Market Square	0	767	349	0	0	0	1,116	1,116	349
BICESTER LOCALITY PROGRAMME TOTAL	244	3,083	2,589	0	0	0	5,916	5,672	2,589

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ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>WITNEY AND CARTERTON</u>									
Witney, Ducklington Lane/Station Lane Junction	382	1,885	227	0	0	0	2,494	2,112	227
Witney, A40 Downs Road junction (project development)	0	200	0	0	0	0	200	200	0
WITNEY AND CARTERTON LOCALITY PROGRAMME TOTAL	382	2,085	227	0	0	0	2,694	2,312	227
<u>COUNTYWIDE AND OTHER</u>									
Bicester Town Station (EWR)	0	10	110	0	0	0	120	120	110
Oxford Parkway Station (EWR)	0	10	37	0	0	0	47	47	37
East-West Rail (contribution)	0	587	737	737	737	0	2,798	2,798	2,211
Small developer funded schemes	103	338	74	0	0	0	515	412	74
Completed schemes	15,143	0	676	0	0	0	15,819	676	676
COUNTYWIDE AND OTHER INTEGRATED TRANSPORT TOTAL	15,246	945	1,634	737	737	0	19,299	4,053	3,108
INTEGRATED TRANSPORT STRATEGY TOTAL	26,937	25,555	16,767	4,694	737	0	74,690	47,753	22,198

Capital Programme 2014/15 to 2018/19

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ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2014 / 15	2015 / 16	2016 / 17	2017 / 18	2018 / 19			
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s			
<u>STRUCTURAL MAINTENANCE PROGRAMME</u>									
Carriageway Schemes (non-principal roads)	2,825	4,731	3,232	3,280	3,280	0	17,348	14,523	9,792
Footway Schemes	1,698	1,334	1,160	1,335	1,353	0	6,880	5,182	3,848
Surface Treatments	3,130	3,752	3,753	3,875	3,888	0	18,398	15,268	11,516
Street Lighting Column Replacement	498	500	490	490	490	0	2,468	1,970	1,470
Drainage	1,036	950	1,130	930	922	0	4,968	3,932	2,982
Bridges	394	1,544	887	452	441	0	3,718	3,324	1,780
Public Rights of Way Foot Bridges - Replacement & Repairs Programme	6	194	100	100	100	0	500	494	300
Rural Roads Dressing & Treatments	771	0	0	0	0	0	771	0	0
Additional Maintenance Works	2,152	1,399	0	0	0	0	3,551	1,399	0
STRUCTURAL MAINTENANCE ANNUAL PROGRAMMES TOTAL	12,510	14,404	10,752	10,462	10,474	0	58,602	46,092	31,688

Capital Programme 2014/15 to 2018/19

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ENVIRONMENT & ECONOMY - HIGHWAYS & TRANSPORT CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>Detrunked, Principal Roads and Other Major Schemes</u>									
A420 Cumnor embankment works	0	207	56	0	0	0	263	263	56
Network Rail Electrification Bridge Betterment Programme	0	20	2,410	486	0	0	2,916	2,916	2,896
M40 Junction 9 A41 Drainage works	0	50	0	0	0	0	50	50	0
Thames Towpath Reconstruction	284	311	0	0	0	0	595	311	0
A4130 Bix dual carriageway	531	4,188	211	0	0	0	4,930	4,399	211
A420 Shrivenham Bypass	199	3,540	165	0	0	0	3,904	3,705	165
A420/A34 Slip Road	0	72	564	514	0	0	1,150	1,150	1,078
Completed Major Schemes	7,165	0	60	0	0	0	7,225	60	60
STRUCTURAL MAINTENANCE MAJOR SCHEMES TOTAL	8,179	8,388	3,466	1,000	0	0	21,033	12,854	4,466
STRUCTURAL MAINTENANCE PROGRAMME TOTAL	20,689	22,792	14,218	11,462	10,474	0	79,635	58,946	36,154
HIGHWAYS & TRANSPORT CAPITAL PROGRAMME EXPENDITURE TOTAL	47,626	48,347	30,985	16,156	11,211	0	154,325	106,699	58,352

Capital Programme 2014/15 to 2018/19

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ENVIRONMENT & ECONOMY CAPITAL PROGRAMME (EXCLUDING TRANSPORT)

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>ASSET STRATEGY IMPLEMENTATION PROGRAMMES</u>									
Asset Strategy Implementation Programme	126	2,934	248	409	0	0	3,717	3,591	657
Relocation of Customer Service Centre from Clarendon House to County Hall	411	742	0	0	0	0	1,153	742	0
Cricket Road Centre Closure (including Unipart House works)	124	6	0	0	0	0	130	6	0
ASSET STRATEGY IMPLEMENTATION PROGRAMME TOTAL									
	661	3,682	248	409	0	0	5,000	4,339	657
<u>ENERGY EFFICIENCY IMPROVEMENT PROGRAMME</u>									
SALIX Energy Programme	1,192	210	251	208	200	0	2,061	869	659
Energy Strategy Implementation (Non-Schools)	139	634	600	600	0	0	1,973	1,834	1,200
ENERGY EFFICIENCY IMPROVEMENT PROGRAMME TOTAL									
	1,331	844	851	808	200	0	4,034	2,703	1,859

Capital Programme 2014/15 to 2018/19

Cabinet 15 July 2014

ENVIRONMENT & ECONOMY CAPITAL PROGRAMME (EXCLUDING TRANSPORT)

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme 2015 / 16 £'000s	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s		2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
<u>ANNUAL PROPERTY PROGRAMMES</u>									
Non-Schools Property Structural Maintenance Programme	0	140	140	143	150	0	573	573	433
Minor Works Programme	188	250	200	200	200	33	1,071	883	633
Health & Safety (Non-Schools)	21	27	24	24	24	0	120	99	72
ANNUAL PROPERTY PROGRAMMES TOTAL	209	417	364	367	374	33	1,764	1,555	1,138
<u>WASTE MANAGEMENT PROGRAMME</u>									
Waste Recycling Centre Infrastructure Development	0	0	2,799	0	0	0	2,799	2,799	2,799
Alkerton WRC	0	150	1,425	175	0	0	1,750	1,750	1,600
Oxford Waste Partnership PRG Allocation	530	40	0	0	0	0	570	40	0
WASTE MANAGEMENT PROGRAMME TOTAL	530	190	4,224	175	0	0	5,119	4,589	4,399

Capital Programme 2014/15 to 2018/19

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ENVIRONMENT & ECONOMY CAPITAL PROGRAMME (EXCLUDING TRANSPORT)

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2014 / 15 £'000s	2015 / 16 £'000s	2016 / 17 £'000s	2017 / 18 £'000s	2018 / 19 £'000s			
CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES									
Broadband (OxOnline) Project	392	6,624	6,844	0	0	0	13,860	13,468	6,844
Spendlove Centre, Charlbury	0	155	193	0	0	0	348	348	193
Wigod Way, Wallingford	0	189	0	0	0	0	189	189	0
CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES TOTAL	392	6,968	7,037	0	0	0	14,397	14,005	7,037
Retentions (completed schemes)	111	23	0	0	0	0	134	134	23
ENVIRONMENT & ECONOMY (EXCLUDING TRANSPORT) CAPITAL PROGRAMME EXPENDITURE TOTAL	3,234	12,124	12,724	1,759	574	33	30,448	27,325	15,113

Capital Programme 2014/15 to 2018/19
Cabinet 15 July 2014

CHIEF EXECUTIVE'S OFFICE CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure	Current Year	Firm Programme	Provisional Programme			Total Scheme Cost	Capital Investment Total (excluding previous years)	Future Capital Investment Total (excluding previous and current years)
		2014 / 15	2015 / 16	2016 / 17	2017 / 18	2018 / 19			
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
<u>COMMUNITY SERVICES PROGRAMME</u>									
<u>Libraries</u>									
Introduction of RFID (Radio frequency identification) self service in Libraries - Phase 1 (CS9)	1,219	0	0	0	0	0	1,219	0	0
Introduction of RFID (Radio frequency identification) self service in Libraries- Phase 2 (CS11)	669	0	0	0	0	0	669	0	0
Bicester Library	0	1,025	385	90	0	0	1,500	1,500	475
Headington Library (CS12)	75	178	12	0	0	0	265	190	12
COMMUNITY SERVICES PROGRAMME TOTAL	1,963	1,203	397	90	0	0	3,653	1,690	487
<u>Partnerships</u>									
Super Connected Cities Bid	0	150	0	0	0	0	150	150	0
Local Area Agreement Skills Reward Grant	185	0	0	0	0	0	185	0	0
<u>Growing Places Fund</u>									
Enterprise Zone Broadband	64	0	0	0	0	0	64	0	0
PARTNERSHIPS PROGRAMME TOTAL	249	150	0	0	0	0	399	150	0
Completed Projects	519	9	0	0	0	0	528	9	0
CHIEF EXECUTIVE'S OFFICE CAPITAL PROGRAMME EXPENDITURE TOTAL	2,731	1,362	397	90	0	0	4,580	1,849	487

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**Financial Monitoring Report
Cabinet – 15 July 2014
Review of Charges**

Commons Registration Charges

1. Commons Act 2006, Schedule 2 paragraphs 6 to 9 “corrective applications”. With effect from 1 October 2014, central government intends to partially bring into force the provisions in the Commons Act 2006. This enables people to make applications to amend the maps and registers of Common Land and Town and Village Greens. Authorities will be able to set a fee to process specific categories of applications, namely those to deregister land currently registered as common land or town and village green and which was never intended to be registered as such. Other applications connected with deregistering land incorrectly registered by the local authority will be non-chargeable. Application fees where applicable must be published in advance or a fee cannot be charged.
2. This is a new area of work; regulations are pending and it is not possible to calculate the costs to OCC with any degree of accuracy at this stage. However, DEFRA has suggested that authorities use the fees in operation within pioneer authorities as a yardstick, for which the cap is currently £1,000. It is therefore proposed to charge an interim fee of **£1,000** per application for Commons Act 2006, Schedule 2 paragraphs 6 to 9 applications, from 1 October 2014 subject to the necessary fee setting powers coming into force. This fee will then be reviewed when the cost recovery information can be determined.

Commons Searches – Amendment of Fee

3. The Law Society has advised it is proposing to change its standard property conveyance form with effect from October 2014. The changes include the ability to make additional enquiries on the register of deposits made by landowners under section 15A of the Commons Act 2006 to protect against claims for village greens on the land. This falls within the existing optional enquiry relating to information on common land, towns and village greens answered by OCC as Commons Registration Authority for the respective District Councils. This is estimated to increase officer-time spent on this area of work by 50%. It is therefore proposed to increase the existing fee of £19.50 per search by 50% to **£29.25** to come into effect on introduction of the revised Con29 form, subject to review thereafter when actual cost recovery information can be determined.

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**DIRECTOR OF
PUBLIC HEALTH
FOR OXFORDSHIRE**

**ANNUAL REPORT
VII**

***Reporting on 2013/14
Produced: June 2014***

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Foreword

This is the seventh Director of Public Health Annual Report and the first since Public Health returned to Local Government.

As well as reporting on the overall state of health and wellbeing of the county, I will:

- Report on the Public Health services that the county council is now responsible for as set out in legislation.
- Reflect on the opportunities afforded by the return of Public Health to Local Government and sketch out some of what the future may hold.

The report begins with an analysis on these opportunities.

This is followed by sections reporting on services, important issues and progress in the following chapters:

- 1. The Best Start in Life**
- 2. Improving Quality of Life for All**
- 3. Reducing Inequalities in Health**
- 4. Infectious and Communicable Diseases**

In response to feedback, I have made this report more compact and 'punchier' so that I can report on a wider range of topics of concern.

As ever I am keen to ensure the report is:

- Based on independent science and fact
- Focussed on the major 'gaps' across the county which affect people the most

The report has benefitted as always from the input and views of many people and I am grateful to them. I would like to thank them for their generosity, their time and their trouble and I have acknowledged their contribution at the end of this report.

I hope you enjoy the report and use it.

Dr Jonathan McWilliam
Director of Public Health for Oxfordshire.
June 2014

Introduction

Public Health in Local Government: An Analysis of Opportunities and Future Prospects

The Return Home

Public Health has its roots in Local Government and was 'invented' there in its modern form. The first Medical Officer of Health was appointed in Liverpool in 1847, a Dr William Henry Duncan.

The issues of the day were somewhat different but all too familiar, for example:

- Infectious disease
- Poor sanitation
- Overcrowding
- Poor nutrition
- Poverty

These conditions combined then, as now, to weaken the constitution, make people more susceptible to disease and led to a shorter life span.

My forebears advised councils on how to tackle these issues and began to oversee services which have led to our modern health visiting, school health nursing, social services and environmental health services. As now, links with local doctors and hospitals were crucial.

It is also important to remember that lifespan was also reduced by frequent warfare on a massive scale, and we should not underestimate the contribution of peace to the health of the public.

Back To the Future

In many ways we are now coming full-circle. The health of the public has improved beyond recognition, largely due to improved sanitation, housing, diet, education and an improved average standard of living. Life span has lengthened gradually as a result. 100 years ago the average life span for women was 54 and is now 85. The average span for men was 50 and is now 82.

Councils today continue to fight to improve the lot of local people and there is still much to be done. The roots of poor health do not go away, and although the means of combatting them have changed, there are still many things we can do to improve things further.

Modern medicine has also made a great contribution. We are now in a position to prevent more illnesses than ever before and have powerful drugs to lower cholesterol and reduce heart disease. Improved cancer prevention and treatment have made an impact. The introduction of mass immunisation and screening programmes has been a major success. The modern primary care centre is now as much a public health service as it is a disease-treatment service. We need to work together to continue these efforts.

Success brings new challenges

This success also brings a new generation of challenges which we now face. We have an ageing population, and helping people to achieving **a healthy and productive old age** is a major challenge.

The change in working patterns and changes in the rural economy and housing tenure mean that we now have the issue of **rural isolation** to face as well as the more familiar '**urban**' **pattern of disadvantage** which is rooted in relative poverty.

Modern prosperity depends upon **mobility and good communications** and the stresses on our transport systems will only grow and the challenges of this are now being faced.

We also live in a cosmopolitan society, and we will need to accommodate **a more multi-cultural county** as demonstrated by the last census.

The role of state funding of services is also constantly under review, particularly in the current financial climate. Whatever the outcome, it is likely that we will need to find ways to **help communities to help themselves**.

It is the role of modern Public Health to take an overview of all these issues and bring scientific advice to those who are charged with finding solutions. In this way, the modern role of Public Health is simply a re-casting of the traditional role for the modern era.

The benefits of working in Local Government

I want to highlight some of the immediate benefits which I have seen over the last year. These have been wide ranging and were not all anticipated and so are well worth reporting. I would list them as follows:

- **The support of the whole Council and Cabinet and a dedicated cabinet member**
The whole Council has been very welcoming and supportive of its new statutory Public Health functions. Debate has been strong over a range of issues and I think this has led to a better service which can now be tailored to meet the needs of individual communities. For example, our school health nurses will be able to create a plan tailored to each individual secondary school. In the past, services tended to be 'one size fits all', and we now have more opportunities to shape services to **local circumstances**.

We have also benefitted from a dedicated cabinet member who has been a strong advocate for the Public Health cause both internally and externally. This has led, for example, to much improved communication campaigns with the public on key health messages and has led to a much improved school health nursing service.

- **An oversight role enshrined in law**
The Director of Public Health's remit is to take an overview of many services and raise concerns if they are not performing well whether they are run by the Council or not. For example, we have new roles in overseeing and influencing immunisation and screening

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services run by the NHS. These are currently performing well, but if they do not, we have the ability to raise concerns in public through the Health and Wellbeing Board and to make recommendations to the Health Overview and Scrutiny Committee to investigate in depth. These are powerful tools and we should not hesitate to use them as fail-safes.

- **The span and influence of the Council**

I have continued to be amazed by the breadth and depth of services run by the Council and by its wider influence. For example links with the **Voluntary Sector, Faith communities and the underpinning role of the Lord Lieutenant** have opened up unexpected vistas. This is beginning to bear fruit, especially in more constructive relationships with the voluntary sector in times of rapid change. For example we are currently re-working our relationships with important bodies such as the Oxfordshire Council for Voluntary Action and with the Oxfordshire Rural Community Council.

The Council also has important links with local business and these too open up wider horizons for the future.

- **The Work of the Health and Wellbeing Board.**

The Health and Wellbeing Board has developed well. Its strategy is influential and its Joint Strategic Needs Assessment is a rich mine of information regarding health in Oxfordshire. Its three supporting boards (for Adults, Children and Health Improvement) have all been able to take great strides forward during the year. The Board really has helped to bind together Local Government with the different parts of the local NHS. The increased focus on safeguarding and quality has been an important and timely improvement.

- **Separating contracts for Public Health services from large NHS contracts**

In the past services for contraception and sexual health were part of larger 'block' NHS contracts. Separating them out has meant we have been able to use the **'sharper' Local Government contracts** to specify services more accurately and to tune them to local needs. Again our new sexual health services and school health nursing services are evidence of this.

- **A longer term financial horizon**

NHS accounts are very much run on an annual basis. As Public Health is by definition a long term effort, this always led to difficulties in planning properly for the medium and long term. The Council's four year planning process has been a revelation as it enables us to plan and budget a number of years ahead. This is a boon for Public Health services and we are now able to make outline plans up to 2017/18. Of course, such plans always have to remain flexible as we live in a rapidly changing fiscal environment, but the gains are significant.

- **A dedicated grant for Public Health**

It has been very helpful to have a specific grant for Public Health in these early years. Whether or not this is continued, it has given us the opportunity to establish core services under Local Authority contracts and has given a degree of stability and confidence which preventative services need to thrive.

- **Closer working with the Chief Executive and other Directors**

Senior colleagues have been quick to recognise the value of Public Health services and, having had a year of consolidation, we are now beginning to explore and exploit the synergies of planning services for the future together to create a Thriving Oxfordshire.

- **Constructive scrutiny and local democracy**

During the year we have benefitted from formal scrutiny and from the increased constructive challenge which lies at the heart of Local Government.

Public Health may have global ideals, but its implementation is fundamentally local and it touches the lives of all. We are all experts in public health and we all have a relevant contribution to make. This is meat and drink to local democracy and I am confident that this local interest and debate will help us to thrive in the years to come. This isn't all easy-going, as opinions differ and difficult choices have to be made. The fact is that we cannot do everything we would like, but I am sure that we are making better, more rounded decisions as a result, and these are more grounded in the needs of local people.

- **Improved partnership working**

No single statutory service can go it alone, and partnerships with non-statutory agencies and the public are crucial now and will become more so. Relationships are not too 'cosy' and partners are able to challenge one another constructively.

Every organisation has a Public Health role and we need to be able to work together with others to take forward our common aims to turn a flotilla into a taskforce.

We benefit from cordial relationships in Oxfordshire and we should be proud of our ability to work together which will become increasingly important over the years.

Partnerships between the three tiers of Local Government will be crucial. The strengthened role of districts and city council in the work of the Health Improvement Board is bearing fruit.

The Health and Wellbeing Board has also provided a framework for the closer integration of health and adult social care we will need, and partnerships across children's services have been strengthened.

Local government has also been able to work together with the universities and local industry to create the City Deal which is something of a landmark.

Public Health advice nationally and some of our local services are run by Public Health England, which reports to the Department of Health. We have established a very constructive working arrangement with Public Health England and this has enabled us, for example, to improve our drug addiction services and work together on infectious disease issues during the year. This is an important relationship which we need to build upon. The challenge will be to keep these partnerships focussed on the big issues and to use them to broker the important 'deals' we will have to do to hold services together. Local Government's strengthened role in these partnerships has proved to be pivotal.

- **More direct links with and involvement of the public**

During the year we have benefitted from improved public involvement in our work. This needs to continue to develop. As well as the direct input of councillors as representatives of the public we have established good working relationships with Healthwatch and our public representatives on the Health Improvement Board have advised on all matters.

- **A focus on quality**

There is, rightly, an ever increasing emphasis on the quality of public services. Public Health has brought a new range of clinical services to the council and we have been keen to set up a new system of quality monitoring and assurance to make sure these services are up to the mark. In addition, the Health and Wellbeing Board has had a clear focus on quality, helping to assure quality of NHS services as well as receiving reports from our Safeguarding Boards.

- **A Focus on safeguarding**

Many Public Health services affect young people. It has been very useful to be able to develop and strengthen safeguarding arrangements including the prevention of child sexual exploitation through our new service specifications for school health nursing, sexual health and drug and alcohol services. We have also ensured that the conclusions of our safeguarding boards feed into the work of the Health and Wellbeing Board and we have been able to advise the children's safeguarding board about the epidemiology of female genital mutilation.

- **Specific service improvements**

As I mentioned above, during the year we have been able to establish improved services for school health nursing and sexual health. Both of these services are expanded and improved. They will need to bed down during the year and we have benefitted from the input of councillors and head teachers in getting the right local feel for services.

- **A new School Health Nursing Service**

We have specified that we wish to have one named School Health Nurse working in each of our secondary schools – a significant expansion within the allotted financial envelope. This expansion will be implemented throughout the year and will result in better public health in our schools as well as improving the care of children with physical and psychological needs and strengthening safeguarding. Each school will have its own plan designed hand in hand with head teachers.

- **Improved Sexual Health Services**

We have modernised our sexual health services while keeping the existing network of community clinics. The public will now be offered a 'one-stop-shop' service for all their needs and we have reduced duplication in the old system. This service will be closely monitored during the year to ensure it bears the promised fruit.

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- **The continued importance of the NHS and Partners**

Although Public Health has moved to Local Government, we need to keep close cooperative links with our colleagues in the NHS so that we can develop services together. It will be particularly important to work closely with GPs and their teams.

During the year we have also begun some exciting work to bring more prevention into the work of Oxford University Hospitals Trust and I commend the Trust for their part in this joint venture. Our public health trainees have been pivotal in making this happen.

Opportunities for the future

Public Health is everyone's business and we all have a role to play. The Public Health team is small and we have to 'punch above our weight' by working with and through others to influence a wide range of policies.

Public Health is a long term approach and we cannot do everything at once, but it is important to set out a broad canvas to shape our future vision.

I wanted to highlight some of these opportunities for the future here, and pick out especially the priorities for the coming year as well as the work of the years to come.

- **Completing our 'core' services**

During the next year we will substantially complete the modernisation of our portfolio of core services. Key amongst these will be:

- Re-commissioning our drug and alcohol services
- Re-commissioning our services to help people give up smoking
- Improving the health checks offered by GPs.
- Developing work on the new 'healthy weight strategy'.
- Co-commissioning public health services for 0-5s (Health Visitors and Family Nurse Partnership) in preparation for transfer of commissioning responsibility from the NHS in Autumn 2015.

Each of these will be strengthened to give a better service and each one will play an important role in preventing disease and early death.

- **Keeping up our Watchdog role**

We need to stay vigilant to make sure that good services continue to improve. This will mean working with, and if needs be, holding to account the commissioners of services for screening, immunisation and infectious disease control. Many of these services now span different organisations and we will need to continue to monitor the situation with impartiality. Examples of this are services for immunisation, breastfeeding and tuberculosis. These are mostly provided by the NHS with help and advice from Public Health England. Our services are currently good: we need to stay vigilant, monitor services closely, work together to make improvements and speak out when we need to.

- **Children's Services.**

There are real opportunities for giving children in the county a better start in life.

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During 2014 the council will prepare to take on the commissioning of Health Visitor services from the NHS and we will work with the NHS to make this a success. Final transfer will take place in October 2015. This is exciting as these services have their roots in Local Government from the time when the Government was shocked at the poor health of its young people in the shape of recruits for the Boer War.

We need to plan how to improve the join-up of children's services, bringing together the work of school health nursing with new safeguarding services, children's social care, early intervention services and preparing the way for Health Visitors. This is good news because the council will now have a strong portfolio of services to give children the start they need and deserve.

- **Services for adults.**

It has never been more important for adults to reach their 60s and 70s in good shape and so prepare the ground for a healthy old age. This means that both NHS and adult social care services will need to take a preventative approach and plan services together. We have started well on this with strong partnerships with the NHS and we now need to make sure Public Health plays its role too.

As factors such as loneliness and poor social networks come to the fore as important influences on health in old age, it will be important to work ever more closely with voluntary services to make this work.

I want to stress the importance of reaching old age with a reasonably healthy weight. Overweight not only causes disease, but it reduces mobility and exacerbates disability too. This makes getting out and about more difficult which in turn increases isolation, lowers the mood and this means that diseases hit harder.

There is great potential for bringing a Public Health approach to the planning and commissioning of adult social care and this will be a focus of work in the coming year.

- **The 'Broader Determinants of Health'.**

This is a jargon term which means that factors like the quality of your neighbourhood, the quality of your home, your access to green spaces, the food offered in local shops, your access to cycle paths, the quality of local sports facilities and community centres all have an impact on your health. Many of these factors are heavily influenced by district councils, and it will be important to work more closely with them to keep standards high and make improvements. The district councillors on the Health Improvement Board have a key role to play in influencing this.

- **Health promoting communities.**

This is something of a Holy Grail. The question is, "How do you encourage and facilitate communities to improve their own health by their own efforts in a times of fiscal tightness". I do not have the answer to this, but it is important that we continue to search for the right levers to pull.

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- **The economy, prosperity and skills.**

A reasonable standard of living is a pre-requisite for good health. Oxfordshire's economy is comparatively healthy and needs to remain so. The work done by all agencies to maintain prosperity and to create real jobs is a key support to good health.

Having the right skills to fill these real jobs is important too. There will be a boom in science and technology jobs in the county and we need to make sure that our education system is geared up to encourage young people in this direction.

- **New partners and the role of individuals.**

If we are to strengthen our communities we need to coordinate what we do with a wider ranging group of organisations and individuals.

During the last year joint work with local industry and with the universities has strengthened. There are opportunities for the Public Health team to work more closely with the universities too, and a promising conference was held locally last month to set the ground work for this. Directors of Public Health working across Thames Valley will have an important role to play in making this happen.

Philanthropic individuals have always been important, but never more so as state funding becomes tighter. We are seeing this already through practical offers of support to voluntary organisations and local communities. To an extent we will need to let '1000 flowers bloom', as philanthropists are by nature highly individualistic. However, others are keen to support the development of voluntary agencies across the board and find new ways to wean them off state funding.

Oxfordshire is tremendously rich in creative and talented people who are keen to share their skills and expertise. The work of the Lord Lieutenant, the Vice-Lord Lieutenant and 36 Deputy Lieutenants demonstrates this well. We will need to work in partnership with these individuals in the coming years.

Individual philanthropy has a Victorian ring to it and this seems a fitting 'back to the future' note on which to close this section. In the future, individuals, communities and the State will need to work hand in hand. Overall I feel that we face challenges which may be different to those of 100 years ago but which are every bit as pressing. The solutions we have to find will be new ones and I am confident that Public Health is well placed in local government to play an important part in that quest.

1. The Best Start in Life

The Health Visiting service

Why is this important?

Health visiting is a universal service for all aimed at the under three's and their families. There is a national specification for Health Visiting which covers important topics such as parenting skills, breastfeeding and good nutrition. Regular screening reviews are also carried out to spot problems early. Health Visitors also play a key role in child protection. The Health Visiting service is one of the jewels in the crown of a comprehensive Public Health service.

There are currently 114 whole time Health Visitor posts in Oxfordshire – a substantial workforce. The commissioning of these posts will pass to Local Government from the NHS in Autumn 2015 but the terms of this transfer are not yet clear. It is likely that a universal service working to a basic national specification will be required. The important question will be, "How can we improve on this for Oxfordshire?". We are already making plans and working closely with the NHS to get the best out of the transfer and we will join this up with existing council and NHS services.

How does Oxfordshire compare with elsewhere?

The short answer is – very well. We are well staffed compared with elsewhere and the figures for completed reviews of children are better than the England and Regional averages.

The table below shows the key data from quarter 2 in 2013/14.

Indicator	Thames Valley Quarter 2	England Quarter 2	Oxon Quarter 2
New birth visit within 14 days	53%	74%	83%
Review at 12 months	45%	65%	89%
Review at 2-2.5 years	60%	63%	95%
Breastfeeding received at 6-8 weeks	48%	41%	60%
Breastfeeding status recorded at 6-8 weeks	99%	96%	100%

Recommended Next Steps

1. Work with the NHS to ensure a high quality transfer.
2. Make sure the service joins up well with other Local Authority children's services.
3. Build on and improve the figures in the table above.
4. Make sure that the service is both universal and also targeted at those who need it most.

Breastfeeding

Why is this important?

Breastfeeding provides a great start to life. It gives a baby the best possible nutrition, protects against disease and future obesity and encourages a strong bond between mother and baby.

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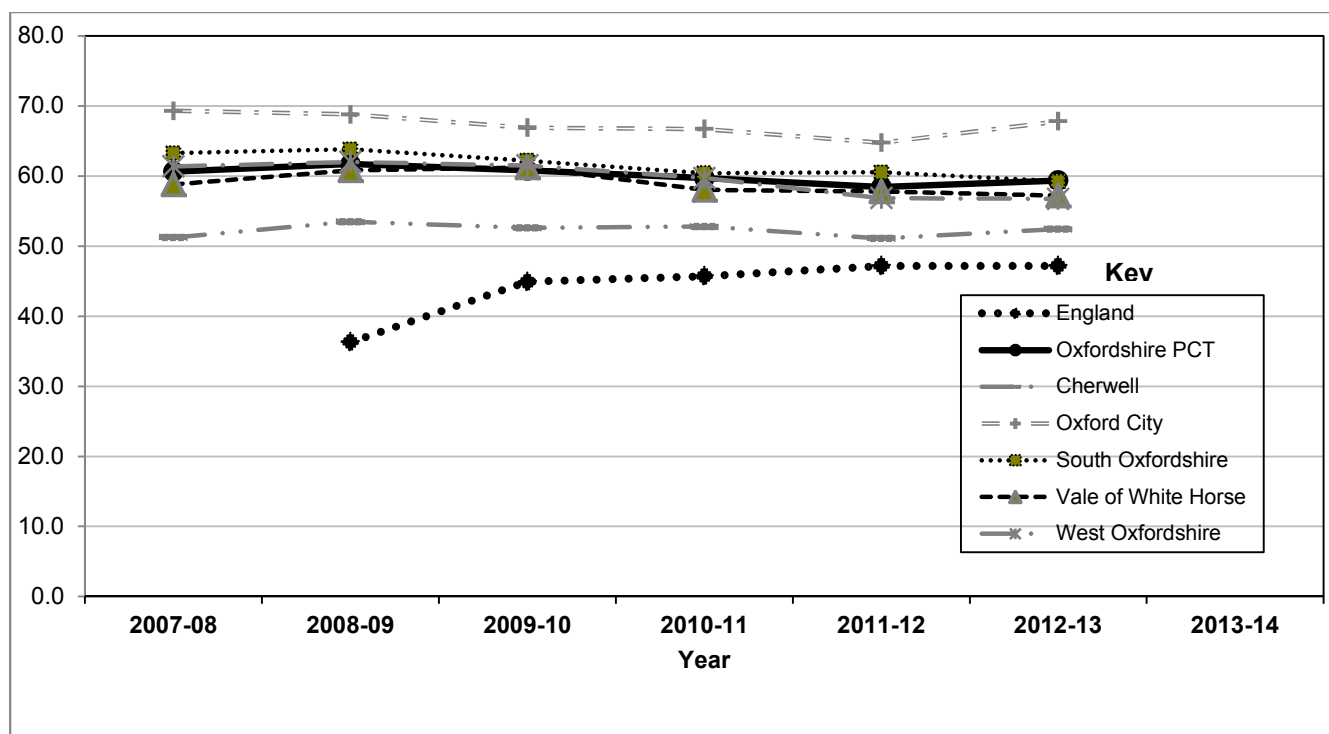
Breastfeeding is largely the responsibility of the NHS and the Health and Wellbeing Board has chosen this as a priority to keep the rates as high as possible.

How does Oxfordshire compare with elsewhere?

The chart below shows that Oxfordshire's breastfeeding rates at 6 to 8 weeks are more than 10 percentage points higher than national rates at around 60%. This is a good achievement.

However, there is considerable variation between districts, and, while all perform better than the national average, Oxford city outperforms the county average and Cherwell underperforms. There are also wide differences within districts. For example the city contains general practices with very high and very low rates. In general, data from the general practices with the most disadvantaged populations have lower rates – this is an important inequality which casts 'long shadows forward' throughout life. In addition the rates have peaked at around 60% for some years.

While breastfeeding is a skill that often has to be learned and supported, it is not possible for everyone- we need to keep these rates as high as possible, bearing this in mind.



Recommended Next Steps

1. Work with the NHS to keep rates high and keep this topic as a priority target for our Joint Health and Wellbeing Strategy.
2. Understand the opportunities to improve services which may be possible when Health Visiting services transfer to the Local Authority.
3. Look more closely at rates within individual practices and support those with the lowest rates.

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4. Work with the Health Improvement Board and the NHS to 'drill down' into the data to target services to best meet local needs.

School Health Nurses

Why is this important?

School Health Nurses are crucial. They work with schools to promote better health, help children with physical and psychological difficulties and play a key role in safeguarding. They also immunise young people in school and carry out the weight checks in reception year and year 6 which have proved so valuable in combatting the epidemic of obesity. The responsibility for this service has now passed from the NHS to the county council.

How does the Oxfordshire service compare with elsewhere?

In April 2014, Oxfordshire County Council commissioned a school health nursing service which redefined the concept of school nurses. Every secondary school will have a full time school nurse with the primary remit of promoting health and wellbeing in the school. The school nurse will work with the staff to understand the needs of the young people and design a Public Health plan accordingly. This service provides support for all young people but is also targeted at those who need help the most.

This gives us the potential to improve the health of every child in the county. The service is proving to be an exemplar for other Local Authorities. We have commissioned a much improved service within the allotted resources and are working closely with Oxford Health Foundation Trust (OHFT) who provide the service, to bed this in.

Recommended Next Steps

1. Work closely with schools and OHFT to develop the service during the next year as the staffing numbers are built up to the specified levels.
2. Work closely with nurses to make sure that high quality plans are drawn up with each school that make a real difference.
3. Work closely with other children's services in the council and the NHS to make sure this service joins up with existing services and health services and strengthens safeguarding.

Childhood Immunisation

Why is this important?

Immunisation is one of the keys to a good start in life. Some of the most feared and potentially life threatening diseases of the past like diphtheria and diseases which can have profound complications like measles and rubella have declined markedly in recent decades because of immunisation.

It is imperative that immunisation levels are kept high as this protects all children and adults as the disease finds it harder to spread in communities.

This topic is particularly important because of the recent health service reorganisation which means that immunisation services are the responsibility of the NHS at Thames Valley level.

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The Local Authority has an important watchdog role to make sure uptake levels in Oxfordshire remain high. We do this in three ways, firstly by working with NHS colleagues and promoting immunisation through public campaigns, secondly by monitoring the situation closely ourselves and thirdly having systems in place to hold the NHS to account if needs be. We do this through our Health and Wellbeing Board, and the signs are that this is working well. Our Health Overview and Scrutiny Committee could also scrutinise these services if it chose to do so.

It has been a busy year for immunisation and during the year. New immunisations have been rolled out for Rotavirus in 2 and 3 month olds (which causes gastroenteritis) and Flu in 2 and 3 year olds.

How does Oxfordshire compare with elsewhere?

The table below shows uptake data for key immunisations in Oxfordshire over the last year. It shows that our rates are above the national and regional average and that things are generally satisfactory. Eternal vigilance remains our watchword. The national targets of 95% uptake across the board are in some cases aspirational because many children move in and out of the county during the year and so we are always playing catch-up to immunise the last few children in each age group.

Oxfordshire Cover Data 2012/13 and up to Q3 2013/14						
Target 2013/14	96.5%	95.0%	95.0%	95.0%	95.0%	95.0%
	% uptake Diphtheria, Tetanus, Whooping Cough, Polio and Haemophilus influenzae type b age 1 year	% uptake pneumococcal infections age 2 years	% uptake Haemophilus influenzae type b (Hib) and meningitis C. age 2 years	% uptake Mumps, Measles and Rubella age 2 years	% uptake Mumps, Measles and Rubella age 5 years	% uptake Diphtheria, Tetanus, Whooping Cough, Polio Booster age 5 years
Oxfordshire 2012/13	96.9	95.3	95.3	95.1	93.2	94.3
England 2012/13	94.7	92.5	92.7	92.3	88.7	88.9
Oxfordshire 2013/14 Q1	97.2	96.4	96.3	96.2	92.4	93.6
Oxfordshire 2013/14 Q2	96.9	95.4	95.1	95.0	93.1	95.7
Oxfordshire 2013/14 Q3	96.9	95.3	95.3	95.1	92.5	93.0
Thames Valley Area Team Q3	94.7	93.2	93.7	94.0	89.1	88.9

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Recommended Next Steps

1. Maintain vigilance and work with the NHS to keep the immunisation levels high and gradually improving.
2. Maintain our active monitoring of the situation through the Joint Health and Wellbeing Strategy and take immediate action if performance begins to slip.
3. Identify and target inequalities and work with the NHS to increase uptake in communities with lower than average uptake rates.

Childhood Overweight and Obesity

Why is this important?

The trends of childhood overweight and obesity are a cause for concern nationally and locally. Children who are overweight or obese are more likely to be obese adults and children of obese parents are at greater risk of obesity themselves. In children, obesity is associated with increased risk of increased blood pressure, type 2 (late onset) diabetes, earlier menstruation, exacerbation of asthma, low self-esteem, depression, eating disorders and social stigma, such as bullying, teasing and discrimination.

How does Oxfordshire compare with elsewhere?

Fortunately, childhood obesity rates in Oxfordshire overall below the regional and national rates. In 2012/13, obesity rates fell for the first time since measurements began. This is a good result, but isn't a cause for complacency and we need to ensure this is not just a statistical 'blip'. The National Child Measurement Programme (NCMP) highlights the following in Oxfordshire.

In 2012 – 2013:

- Obesity prevalence in Reception year in 2012/13 reduced from 7.0% to 6.4%. This is lower than the national average which is 9.4%.
- In Year 6, obesity prevalence reduced from 15.6% to 15.2% and remains significantly lower than England.
- Nearly 1 in 5 of the children in Reception were either overweight or obese; in Year 6 this proportion was 3 in 10.
- The percentage of obese children in Year 6 (15.2%) was more than double the percentage in Reception Year (7.2%) showing that obesity gradually increases with age, beginning in childhood.
- In Reception Year and Year 6, all of the districts in Oxfordshire apart from Oxford city have obesity rates lower than the England average. However, in Oxford, nearly 1 in 5 children in year 6 are classified as obese.
- Participation in the measurement programme is lower in Oxford compared with the rest of Oxfordshire.
- There is a relationship between obesity rates and pockets of disadvantage in Oxfordshire. As Oxfordshire is relatively prosperous, these inequalities are sometimes masked by the lower rates in other areas.

During the year the Health Improvement Board has monitored the situation closely and we have strengthened the services the council commissions to help overweight children lose weight. The new School Health Nursing service will also need to play its part in this work through the school plans that are being developed. The Health Improvement Board also

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agreed a 'Healthy Weight Strategy' for the county in which partnerships with district councils will be very important as they provide or commission services for leisure, recreation and exercise which are crucial.

Recommended Next Steps

1. Continue to promote the council's Child Measurement Programme in reception year and year 6 so that we can accurately monitor progress through the School Health Nursing contract.
2. Roll out the new Health Weight Strategy across the county.
3. Prepare for the key role Health Visitors will play in getting babies and young children off to a good start through breastfeeding and good nutrition.
4. Work with School Health Nurses to develop plans within schools to help young people eat well and exercise more.

Teenage Pregnancy

I have reported on teenage pregnancy at length in previous annual reports. I wanted to record here the positive news that rates continue to fall across Oxfordshire. The pattern of teenage pregnancies between different localities remains broadly the same. County figures for the last 15 years show a fall in rates from around 31 pregnancies per 1,000 15 to 17 year olds to around 21 pregnancies per 1,000 15 to 17 year olds, the lowest figures since 1998 when recording began. This is a good result.

2. Improving Quality of Life for All

Factors such as poor mental health, overweight, smoking, excessive drinking, and drug abuse all detract from our quality of life as well as causing disease. This can culminate in an early death. This section explores the most pressing of these issues.

Mental Health and Wellbeing: One in Four Of Us

Why is this important?

One in four of us will suffer from mental health problems of some kind during our lives. Good mental health is essential for ensuring the wellbeing of the population. As well as being an essential component of wellbeing in and of itself, people experiencing more severe forms of poor mental health are far more likely to be smokers, to abuse drugs and alcohol and to be inactive and obese

Anxiety and depression are very common disorders. In spite of mental illness being common, it remains difficult to talk about and is poorly understood which can lead to stigmatisation. People also tend to have poor knowledge of what can be done to treat them. It is therefore vital that we make sure that good mental health and wellbeing are prominent in our Public Health efforts for the population of Oxfordshire.

How does Oxfordshire compare with elsewhere?

Oxfordshire County Council works closely with its NHS colleagues to provide a clear range of services for people suffering with mental health issues. The NHS works closely with community pharmacies, children's centres, schools, the voluntary sector, Universities, and Local authority services to make sure patients get 'joined up' care. For example:

- Oxfordshire Mind runs a telephone information services as well as an online directory to signpost people to mental health services in the county. They also run county-wide support services for people with mental health problems.
- The charity Restore offers creative work, rehabilitation and training for people experiencing mental health problems in Oxfordshire.

Key tasks for 2014/15 are to promote mental health and wellbeing for men in Oxfordshire and to ensure that training in mental health is available for all front line health professionals.

It is important that this topic is maintained as an important priority for all services.

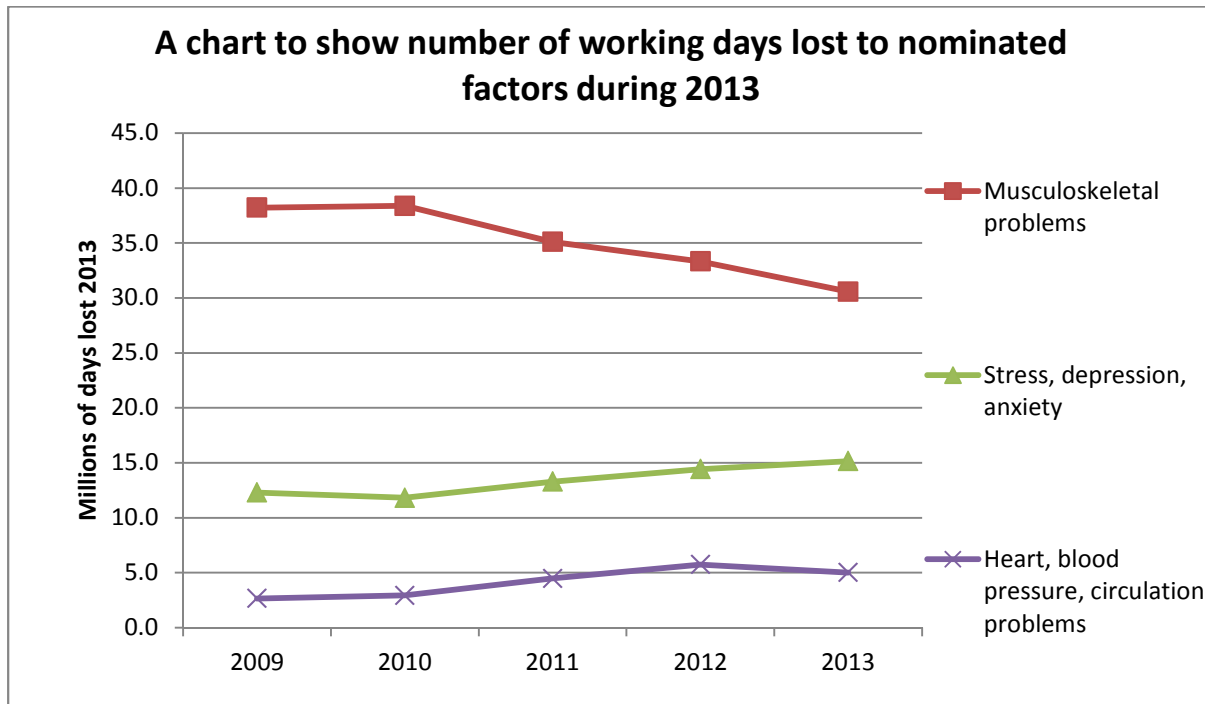
Recommended Next Steps

1. Develop a public mental health strategy that focuses on prevention of mental illness and promotion of mental health and wellbeing.
2. Ensure that mental health is integrated in to all Public Health commissioning, with particular emphasis on healthy workforce strategies, smoking, drugs and alcohol and healthy weight services.

Health in the Workplace

Why is this important?

National data on sickness absence rates tell their own story and are shown in the chart below.



Musculoskeletal problems (e.g. bad backs, sprains etc.) are the leading cause with 30 million days lost per year, but stress, depression and anxiety are common too – about half as common as musculoskeletal problems, as pointed out in the previous section. Overall it is estimated that the cost to the economy is around £14 billion per year.

What Shall We Do About It?

Not all sickness is preventable but some may be. Looking at the council's own workforce is a useful place to start. The council already has good supportive policies in place, but during 2014 we will try to improve on this by trialling a healthy workforce campaign focussing on:

- Physical activity
- Healthy Eating
- Reducing Stress
- Mental Wellbeing

We will then review this and judge whether it was effective and whether this is a model we can offer to other businesses in Oxfordshire.

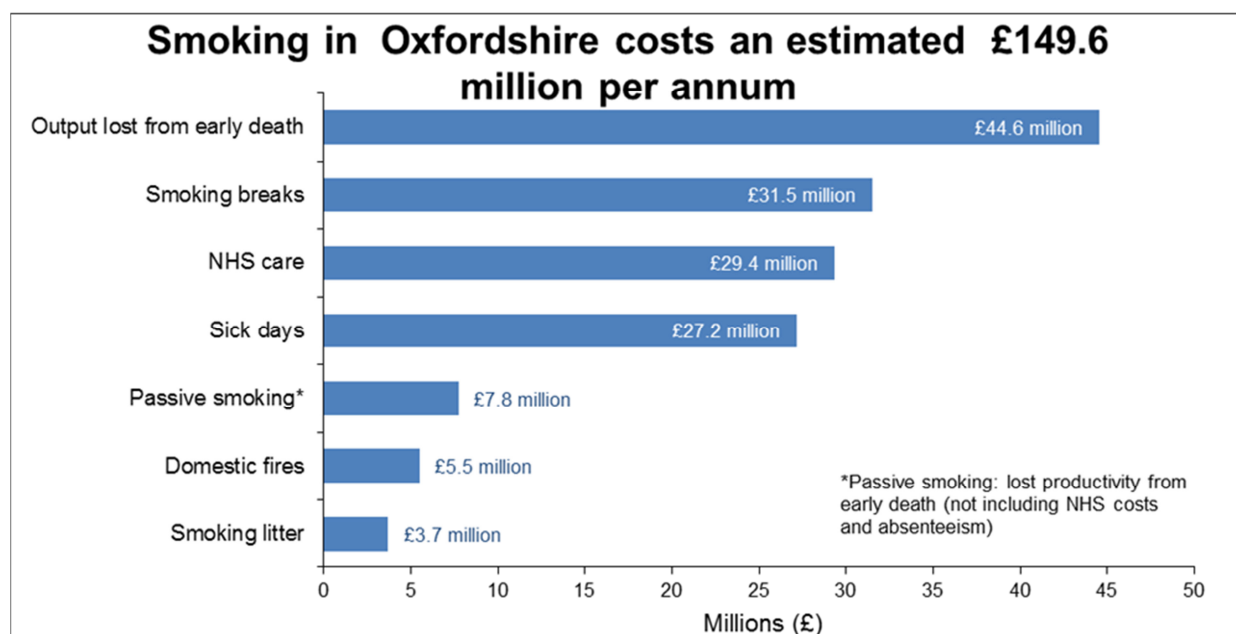
Recommended Next Steps

1. Roll out and review the Healthy Workforce programme beginning with the county council.
2. Decide whether this programme might be applicable to other employers in Oxfordshire.
3. If it shows promise, discuss this further with colleagues and take the agreed action.

Giving up Smoking

Why is this important?

Smoking tobacco is still the major cause of preventable ill health and premature death in the UK. Every year, over 100,000 smokers in the UK die from smoking-related causes. Despite the well known risks to their health, nearly 15% of adults in Oxfordshire are still smoking. Smoking harms individuals but also the local community. One estimate gives the approximate figure of, £13.8 billion for the total cost to society of smoking in England in 2010. (Cough Up: Balancing tobacco income and costs in society Report, Policy Exchange Thinktank 2010). The same estimate gives a figure of around £150 million per year in Oxfordshire. The table below gives the estimated breakdown.



Although the prevalence of smoking is falling in the county and it is lower than national and regional rates, the benefits of stopping, or not starting in the first place, are still not being realised universally across the population.

The least well-off in our county are twice as likely to smoke that the most well-off, with 30% of routine and manual workers smoking compared to 14% of managerial and professional workers. Most smokers start before the age of 19 and studies consistently show that the largest influence on children's smoking is whether or not their parents smoke. Reducing the prevalence of adult smokers will reduce the role-modelling effect, and prevent more young people from taking up the habit.

What are we doing about it in Oxfordshire?

1. We continue to commission smoking cessation services from GP practices and community pharmacies which support and encourage people to quit and set ourselves tough smoking quit targets to reduce the number of adult smokers. In 2012-13, 3,703 smokers quit for at least 4-weeks.
2. We have piloted a new outreach service to deliver smoking cessation consultation and support in community settings such as Templars Square in Oxford. This has been very

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successful at reaching communities at greater risk with 66% of quitters coming from target groups.

3. We support annual campaigns such as Stoptober and No-Smoking Day in conjunction with trained smoking cessation advisors and providers of smoking cessation support in Oxfordshire.
4. Smoking cessation specialists continue to deliver tobacco education, smoking cessation training and advice on tobacco control policy to staff and members of the public in schools and colleges, children's centres and hubs, prisons and detention centres, mosques, inpatient and community mental health settings, in our hospitals and community hospitals, in learning disability settings, workplaces, military settings and many more.
5. We continue to work with the council's Trading Standards team to enforce statutory legislation such as underage sales and tackling smuggled and counterfeit tobacco.

In addition, it has never been easier for people to help themselves. Nicotine gums, tablets and patches are available in many shops and really help people to stop.

Recommended Next Steps

1. The Health Improvement Board should continue to prioritise local action to reduce inequalities in smoking and smoking quitting rates.
2. We will re-commission our smoking cessation services in the light of the experience gained above.
3. We will experiment with more targeted ways to help 'hard to reach' groups.

Drug and Alcohol Addiction

Why is this important?

Drugs and alcohol consumption has a huge impact on the individual, on families, on communities and wider society. Problems with drugs and alcohol can lead to loss of employment, family breakdown and criminality, and these problems unfortunately affect us all.

It is vital that we provide information, advice, support and good quality effective treatment for young people and adults alike. This starts with good education within school and making sure schools have access to advice and support.

For adults, it is important that we have well thought through Public Health messages on safe drinking which steer a careful course towards informing and away from nannying.

We also need to provide sound advice, information, support and a range of treatment options for both drugs and alcohol and support for families and carers.

We need to make sure children of drug and alcohol addicted parents have support and access to the services they require.

It is also important that we meet new challenges, such as the challenge of new 'psychoactive substances' known as 'legal highs' which pose a significant threat.

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- On average, 2600 individuals receive treatment for problems with drugs or alcohol over the course of a year in Oxfordshire.
- About 1600 of these individuals are addicted to opiates e.g. heroin.
- We support 800 people with alcohol problems and alcohol addiction
- In Oxfordshire services are good at getting people into treatment but need to be more effective in helping people to recover from addiction.

What are we doing about it?

- During the last year we increased drugs and alcohol education in every school in Oxfordshire. Each school now has access to high quality drug education and alcohol education.
- We have revamped the old 'DAAT' (drug and alcohol action team) arrangements now that the vast majority of funding sits in the Public Health Grant. The DAAT has been replaced by a multi-agency group advising the Public Health team.
- Parents' and carers' guides to drugs and alcohol are disseminated through every school- these are very helpful as parents need to keep up with the world of young people. They can be found at <http://www.oxfordshiredaat.org/pdfs/PandC%20Guide%20NEW%20PROOF.pdf>
- We have specialist drug and alcohol workers in every Early Intervention Hub in Oxfordshire.
- Oxfordshire has good specialist drug and alcohol treatment services across the county. These will be improved when the current contracts end in March 2015.
- Oxfordshire has its own specialist 10 bed residential detoxification service, (commonly called 'drying out') which gives good results – Howard House in Oxford.
- During the last year we have sustained investment in specialist residential rehabilitation (i.e. recovery after giving up) and residential detoxification through new contracts across the country.
- We have made sure that this work is an integral part of safeguarding work across the county.
- Oxfordshire is one of the few Counties where, in partnership with Trading Standards and the Police, we are meeting the challenging and new threat from New Psychoactive Substances or Legal Highs.
- All this will culminate in us producing a new specification for an improved service commissioned by the council. The new service will be up and running during 2015. Public consultation on options for doing this is currently underway.

Recommended Next Steps

1. Complete a service specification for a new service as key contracts are due to expire at the year end.
2. Ensure that these services will focus on getting people off drugs altogether.
3. Continue to strengthen partnerships especially with GPs.
4. Work with Public Health England to make sure Oxfordshire's indicators improve.
5. Begin to report progress on performance through the Health Improvement Board and through the Performance Scrutiny Committee.

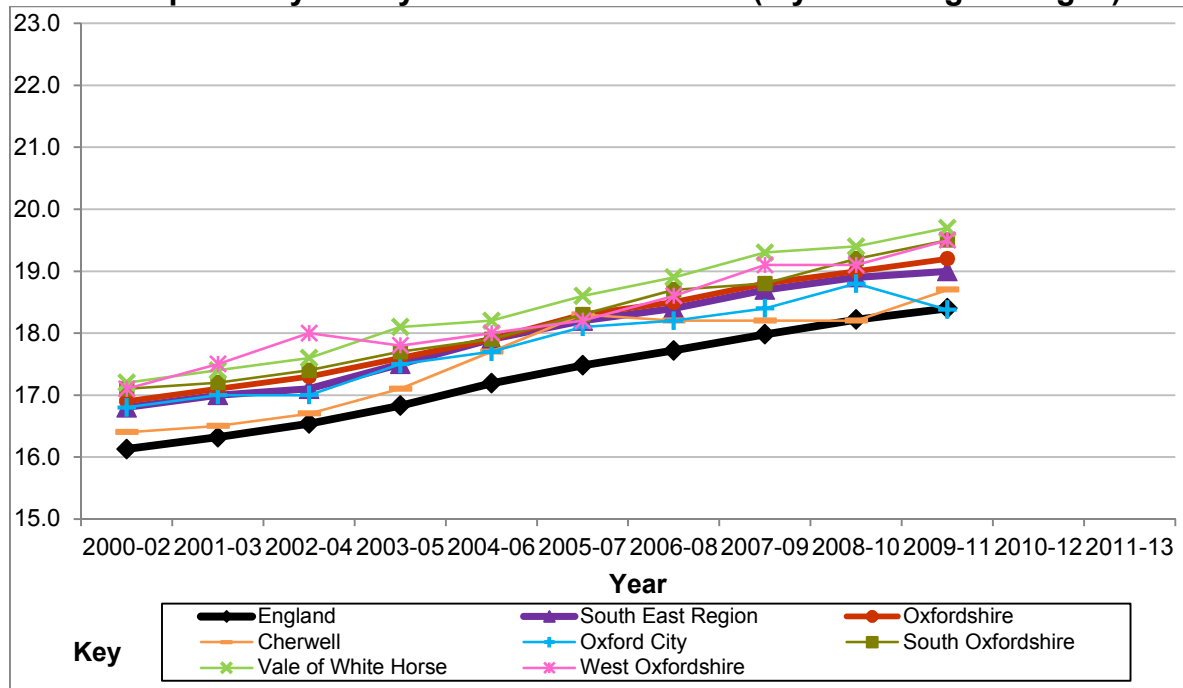
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Healthy Ageing

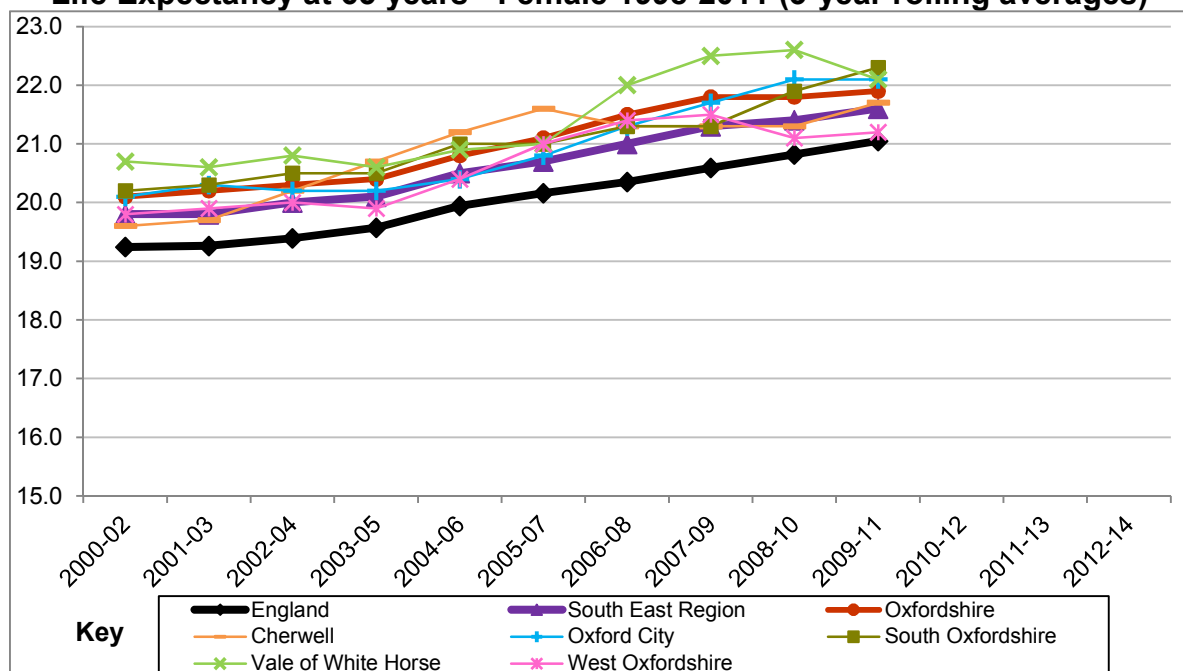
Why is this important?

When the NHS was founded in 1948, 48% of the population died before the age of 65; that figure has now fallen to 14%. In Oxfordshire life expectancy at 65 is now nearly 22 years for women and 19 years for men.

Life Expectancy at 65 years - Male 2000-2011 (3-year rolling averages)



Life Expectancy at 65 years - Female 1998-2011 (3-year rolling averages)



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Many people stay healthy, happy and independent well into old age and there is mounting evidence that in the future older people will be more active and independent than today. However as people age they are progressively more likely to live with a medical condition, disability and frailty. In addition around one in ten people over 75 feel isolated and around one in five feel lonely.

A person's health and well-being in later life are affected by many factors over the course of their life, such as education, housing and employment. Many organisations have a contribution to make and initiatives elsewhere in this report will affect people in older age, such as supporting people to maintain healthy weight, manage addictions and give up smoking. It is important that all services which promote healthy lifestyles are accessible to older people.

An important aspect of remaining healthy in old age is identifying health problems early or preventing them altogether. In Oxfordshire there is evidence that people are not making the most of opportunities available to them. For example:

- People aged 40-74 who have not already been identified with a health problem are invited for a health check once every five years. However less than half of the people, currently invited, take up this offer which could identify important health problems such as diabetes, hypertension or high cholesterol levels.
- Only 58% of people aged 60-69 and 56% of people aged 70-74 complete and return tests to check the risk of bowel cancer. Research shows that deaths from bowel cancer reduce by a quarter in those who are screened.
- Flu vaccination can save lives, it is important that people are vaccinated every year. Uptake in the over 65s in 2013/14 was 74.3%.

How does Oxfordshire compare with elsewhere?

In 2013 the Oxfordshire's Older People's Joint Commissioning Strategy 2013-16 was launched with a goal "To enable people to live independent and successful lives". Both the Clinical Commissioning Group and Oxfordshire County Council signed up to promote healthy approaches to ageing including encouraging healthy lifestyles along with a focus on reducing ill health through early identification of problems. There was agreement to invest in community services to achieve better outcomes for people and reduce the need for hospital and inappropriate residential care.

The NHS Health check programme now includes brief advice for alcohol problems and help to detect dementia earlier.

The uptake of flu vaccination in Winter 2013/14 in the over 65s was 74.3% and in the under 65s at risk was 54.5%. The latter figure is a significant improvement on previous years and represents significant work across agencies to raise awareness and to target patients especially by the Clinical Commissioning Group.

The uptake of the NHS's Bowel Screening programme has been identified as a Health and Wellbeing Board target, but unfortunately uptake has not shown the increase we had hoped. We will need to work with the NHS to improve this.

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Despite these initiatives there is still much to do.

- We will have to find ways to help communities to help themselves, especially in our rural areas. This will be challenging as resources of the statutory sector are scarce.
- Loneliness remains an important challenge and affects older people across the board in both rural and urban areas.
- We need to build more dwellings suitable for old age – extra care housing is a good example of this. The supply falls well short of the demand.
- There are opportunities for Public Health to work more closely on the integration of adult social care and NHS services. Everyone acknowledges that services need to shift towards prevention and earlier detection of illness but we have a long way to go to make this a reality.
- The role of carers will remain pivotal and the emphasis on giving them more of the support they need and deserve is to be welcomed.
- The role of volunteers, the voluntary sector will be crucial as will the good work of churches and faith groups.
- We will need to continue the search to find new ways to work with citizens to help them reach a healthy old age and to be productive and active for as long as possible. The resources needed will be far more than the State can deploy and solving this conundrum remains our most pressing priority.

Recommended Next Steps

1. We need to keep this issue high on the agenda of all statutory bodies including the Health and Wellbeing Board.
2. We will join up our efforts more across Public Health the NHS and adult social care services to find new ways of preventing ill health.
3. We need to work closely with the NHS, the voluntary sector, faith groups, carers, and Healthwatch to align and coordinate our efforts.
4. We need to build on our 'Community Information Networks' – the current partnership with the Church of England is a very encouraging sign.

NHS Health Checks Commissioned by Oxfordshire County Council

Why is this important?

The NHS Health check is a national risk assessment and prevention programme required by statute. It is commissioned from the NHS by the county council. **Health Checks specifically target the top seven causes of preventable deaths: high blood pressure, smoking, high cholesterol, obesity, poor diet, physical inactivity and alcohol consumption.**

The programme requires us to invite all eligible individuals aged 40-74 years old for the check every five years (186,723 people), which means that 20% of this age group are invited per year. The age range is set nationally because it is the most cost-effective group in which to detect preventable disease.

In Oxfordshire, the Joint Health and Wellbeing Strategy set a target for 65% of those invited for NHS Health Checks to turn up for their checks. This is ambitiously higher than the national target. If we achieve this, based on Public Health England (PHE) modelling using the [NHS Health Check Ready Reckoner](#), we could potentially:

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- identify over 700 people who require anti-hypertensive drugs
- discover over 1000 people who require a statin
- detect over 200 cases of undiagnosed cases of diabetes and over 500 cases of kidney disease earlier, allowing people to manage their condition sooner and prevent complications
- refer over 2000 people to a weight management programme
- offer 7500 people a brief intervention to take up more physical activity
- generate over 550 referrals to smoking cessation services
- help reduce the increasing health and social care costs related to long term ill-health and disability

Currently, NHS Health Checks are delivered solely through GPs. During 2013/14, all 83 practices signed up to the NHS Health Check with 81 of them carrying it out. At the time of publishing this report, 81 GP providers have been contracted to carry out Health Checks for 2014/15 by means of an Approved Provider List. We cannot oblige GPs to do this: it is a commercial arrangement outside of their national contract. Cooperation with the Local Medical Committee (which represents GPs in Oxfordshire when contracting) remains very positive.

During 2013/14, Oxfordshire invited 22.2% (41,368) of the eligible population for an NHS Health Check, and 10.2% (19,001) attended; which equates to an uptake of 46%. This is against an expectation of 20% for invites and 65% uptake. As such, all of the eligible population received an invite, ranking us 2nd across Thames Valley (out of 8). More significantly, 7888 invited Oxfordshire residents did not have their NHS Health Check completed

This is because we deliberately adopted an ambitious target so that we aim high. Our results are comparable with the rest of the country, but we are not content with that and are looking for ways to do better..

The challenge now is to increase uptake. Successful implementation of the NHS Health Check is a key priority for the Health and wellbeing Board in pursuing its goal of 65% uptake.

What are we doing about it?

- We will work with Public Health England (PHE) to develop options for improving the NHS Health Check 'brand'. This will include different approaches to getting people to turn up, including tailoring invitations to different groups and testing new bespoke campaigns, for example through local sports clubs such as Oxford United.
- For the first time we will investigate alternate approaches to commissioning the delivery of NHS Health Checks outside of GP settings, for example through pharmacies.
- If we do this it will be important to make sure our GPs get the results of the checks so that they can take necessary action.
- We will quality assure the programme to make sure it meets the highest standards.
- We will continue to work with our partners in Public Health England to support future research and evaluation of the NHS Health Check programme locally.
- We will aim to increase awareness of the programme through a 'drip feed' effect.

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Recommended Next Steps

1. The Health and Wellbeing Board should continue to prioritise NHS Health Checks
2. Work with the Clinical Commissioning Group (CCG) to use NHS Health Checks as one vehicle to achieve its priority to *'tackle health inequalities by offering targeted support to address lifestyle behaviours and choices'*.
3. Continued partnership working with the Local Medical Committee, CCG and primary care providers of the programme to achieve increased uptake and high quality.
4. Continue to explore other innovative ways of delivering Health Checks.

A Joint Public Health Strategy Between Oxford University Hospitals Trust and the county council's Public Health Team

Why is this important?

Large hospitals see many patients every day and the scope to improve their health as well as to treat disease is tremendous. This has long been a missing piece in the jigsaw of the county's Public Health. Thanks to the willingness of Oxfordshire University Hospitals Trust (OUHT) and our Public Health trainees we now have the makings of a joint strategy for the first time. This work is overseen by the Health Improvement Board.

The potential is enormous as there are 11,000 staff and over a million patient contacts each year at the Hospital Trust.

This Strategy sets out three major areas of work:

- To build capacity to promote healthy lifestyles to patients, visitors and staff at every opportunity.
- To develop a health promoting environment.
- To embed Public Health approaches within the Trust.

What are we doing about it?

A Steering Group for completing and implementing the action plan is being convened. Early work will include

- Staff training on Health Improvement to become Health Champions through accredited schemes
- A one year pilot of a Health Improvement Clinic for outpatients, family members and staff to get brief advice and to 'signpost' them to relevant local services
- Improving the availability of healthy food in hospital premises and looking for opportunities to increase physical activity.

Recommended Next Steps

1. Consider the progress made in the first year and work with OUHT to build on this.
2. Ensure that campaigns being coordinated across the county are also rolled out in the hospitals if appropriate in order to reach a wider audience.
3. Support the OUHT in establishing its own permanent Public Health presence within the Trust.

3. Reducing Inequalities in Health

Good health is not experienced evenly or equally by all the people of Oxfordshire. This section looks at some of the causes of health inequality and reports on progress made.

The Thriving Families Programme

Why is this important

In last year's Annual Report I described this programme in detail. This year I will concentrate on new achievements and future direction.

Thriving families is part of Oxfordshire's long term priority to identify the families who need help the most and who consume a significant resource from social services, schools, the NHS, the Police and other agencies. The aim of the programme is to work closely with the families to turn this situation around.

Our programme is bearing fruit and is highly rated by the Department for Communities and Local Government and we are one of the top ten programmes in the Country.

The achievements of the programme can be set out as follows:

- We have identified 90% (around 700) of families expected by Government to be living in the county
- We are working with 70% of the identified families
- We are improving the lives of around 62% of the Thriving families in practical ways

However the real strength of our approach is that we are identifying families from every community in the county, urban and rural, and this makes the programme unique.

Innovations introduced during the year have been to:

- Work together with Jobcentre Plus to get people back into work.
- Expand the original programme (which focussed on anti-social behaviour, unemployment and poor school attendance) to look at ways to tackle mental health problems, drug addiction problems and domestic violence.
- Working with GPs to 'flag' family members so they can get extra support.
- Working with Public Health England to look at early indicators that might move us from 'treatment' of the problems to prevention.
- Using our database to evaluate and 'cost' the savings made.
- Using the experience to influence the development of all our children's services across the board.

Recommended Next Steps

1. Continue the core work of this programme.
2. Learn from the experience of the last two years to help shape the children's services of the future.
3. Make closer and concrete links with the Clinical Commissioning Group.
4. Evaluate the programme.
5. Find ways of identifying families earlier so that we can begin to prevent problems arising.

A multi-ethnic Oxfordshire

Why is this important?

The last Census showed that Oxfordshire now has significant ethnic minority populations. I discussed this issue extensively in my last annual report and will only mention the topic briefly here to ensure that the issue is not lost and that services continue to respond to this issue.

The headlines are:

- The county has a substantially increased ethnic mix compared with 10 years ago. Ethnicity doesn't necessarily equate with disadvantage, and the needs of different communities will differ widely – the needs of Polish, Lithuanian or Czech economic migrants are unlikely to be the same as a first generation Asian immigrant for example.
- However, ethnic minorities, especially those who are fleeing persecution and those who do not speak English well do suffer health inequalities.
- There has been an 'across the board' increase in residents from ethnic minority groups of 57% on 2001 figures involving every district of the county.
- There has been an increase of 46,000 residents from all ethnic minority groups over the last 10 years.
- Over a third of all city residents are from ethnic minority groups and over 10% of all Cherwell residents.
- Some of our schools are now teaching children whose first language is not English and the number of first languages spoken may be over 20 languages.

Recommended Next Steps

1. Continue to monitor the changing ethnic composition of the county through the Joint Strategic Needs Assessment in detail.
2. Use this information to predict health risks more accurately across the county and build this into the plans of all organisations
3. Make recommendations for services based on this analysis.
4. Continue to press for better recording of ethnicity by GP practices.
5. Support the Clinical Commissioning Group's proposed Health Inequalities Commission to find practical ways to reduce these inequalities.

People with deafness and hearing loss

Why is this Important?

Recent reports have shown that deafness and hard of hearing are a 'hidden' health inequality. A report published by Signhealth (the Deaf Health Charity) includes results from a survey of 533 deaf people and health assessments of 300 deaf people, plus in-depth interviews with 47 deaf people. Their findings include:

- 62% of deaf people diagnosed with high blood pressure are likely not to have it under control compared with 20% of the general population.
- 70% of deaf people who hadn't been to their GP recently had put off going as there was no interpreter. Expecting a deaf patient to lip read or writing things down for them is not considered a "reasonable adjustment" for their disability.
- 80% of deaf people want to communicate using British Sign Language but only 30% get the chance.

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A report from Deaf Direct written for Oxfordshire County Council highlighted the increase in numbers of deaf people, partly reflecting the aging population but also due to other factors. Their work highlighted:

- Deaf people tend to have worse overall health and report poorer physical health and mental wellbeing
- 63% of people with hearing loss are aged over 65.
- 70% of over 70s have hearing loss and 40% of those aged over 50
- 8% have severe or profound hearing loss.
- In 2012 there were 557 children in Oxfordshire receiving a service from the Education Hearing Impaired Service. Many have additional needs.
- It is estimated that the number of deaf or hard of hearing people will increase by 14% every 10 years.
- Migration patterns may also mean increases in those who use sign language of their native country

What Are We Doing About It ?

Current services include:

- Audiology (private or NHS) for those with hearing loss.
- A sign-language service to allow parents to communicate with their children.
- Cochlear implants for children who are profoundly deaf.
- A newborn hearing screening programme which identifies hearing loss at birth and ensures aids/cochlear implants prior to children developing speech and language skills which enables children to enter mainstream schooling. This service is highly rated.
- Interpretation services commissioned by health and social services available for individuals when they see doctors etc.
- Advice and information services through the voluntary sector e.g. Deaf Direct.

Recommended Next Steps

1. We should take this work in stages. The first step is to acknowledge the issue more widely and report accurate figures in our Joint Strategic Needs assessment.
2. Work with the Clinical Commissioning Group to consider how this inequality might be tackled in practical terms. A key theme will be improved awareness raising about the options already available.
3. More work to identify the needs of deaf people more carefully in care pathways and ensure that they have access to services.

Young Carers

Why is this important?

Children and young people who also have a caring role need extra support so that they will not experience poorer health and wellbeing than their peers. Services in Oxfordshire are of high quality. The need has been well recognised and action is being taken. This should continue.

Oxfordshire County Council has a dedicated Young Carers Team, committed to working with partner agencies, to identify and support this large vulnerable group of children and young people, and their families.

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The council's Young Carers Service works with 0-25 year olds, providing a range of support to the young carers identified in the county dependant on their assessed and identified needs. Approximately 1600 young carers are identified at present. The Carers' Strategy can be found at <https://www.oxfordshire.gov.uk/cms/content/oxfordshire-carers-strategy-2013-2016> - The Young Carers Service performance is reported to the Oxfordshire Health and Wellbeing Board.

This is important because the impact of being a young carer affects every facet of one's life from social activities to future education and career prospects.

The County Council should be proud that The Carers Trust has commented that Oxfordshire has the "perfect model for delivering positive outcomes for young carers". The Carers Trust and the Department of Health recommend our work nationally as an example of best practice.

The number of young carers being identified in the county is increasing year on year. In 2012 we had 850 young carers on record and as of April 2014 we have 1541 young carers on record. This shows we have identified 371 new young carers in 13/14; a percentage increase of 31.7%.

The main cause of caring is parental mental health (23.4%) followed by sibling learning difficulties (18.0%) and parental physical disabilities (15.5%). 15.1% care for a parent with a physical illness, 13.6% for parents with multiple conditions and 8.8% for siblings with physical disabilities. 4.3% care for parents with substance misuse issues.

Educational Attainment

Our data shows us young carers are not achieving at GCSE in comparison to their non-caring peers. The reasons for this are complex. It does not necessarily mean that being a young carer is the only reason for the poorer attainment.

To address this, the Young Carers Team and Spurgeons Young Carers Project work with schools helping them to achieve our Young Carers Schools Standard Award which is a support package for schools to enable a whole school approach in the identification and support for young carers with a view to addressing issues of poor attainment and attendance.

Mental Health

A Young Carers Health Nurse post has been established, to better understand the health needs of young carers in the county. Early finding from this work show that many young carers are presenting with risk factors for their own mental wellbeing (feeling low, stressed, exhibiting risk taking behaviour's, self-harm and eating disorders). This work is being shared with the leads for School Nursing at the Department of Health to inform national practice development.

Recommended Next Steps

1. The Young Carers team have a sound plan in place and this should be supported by all agencies. The number of young carers identified should continue to increase year on year.

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2. As well as maintaining the current service we should work with the NHS more on inpatient services helping them to 'Think Young Carer' from admission to discharge.
3. We should also focus more on NHS primary care and community teams helping them to 'Think Young Carer' in their service delivery.
4. We need to ensure that our new School Health Nursing service plays its part in improving the lot of these young people as it develops.

4. Infectious and Communicable Diseases

Why is this important?

Communicable diseases can have a major impact on the health of a population. A communicable disease is one which spreads from person to person through the air, water, food or by person-to-person contact.

Over recent years, most of the major killer infectious diseases have been in decline across Oxfordshire. However, these diseases remain a threat but their impact can be reduced further by good surveillance and information, early identification and swift action basic cleanliness, hand washing, practising safe-sex and good food hygiene.

General Infectious Diseases

Health Care Associated Infections (HCAIs)

Infections caused by superbugs like Methicillin Resistant Staphylococcus Aureus (MRSA) and Clostridium Difficile Infection (CDI.) remain an important cause of sickness and death, both in hospitals and in the community. However numbers of infections continue to have been reduced through considerable focussed effort in this county.

Methicillin Resistant Staphylococcus Aureus (MRSA)

MRSA is a bacterium found commonly on the skin. If it gains entry into the blood stream (e.g. through invasive procedures or chronic wounds) it can cause blood poisoning (bacteraemia). It can be difficult to treat in people who are already very unwell so we continue to look for the causes of the infection and to identify measures to further reduce our numbers. MRSA has fallen gradually in Oxfordshire in response to the direct measures taken by hospital and community services to combat it (fig 1).

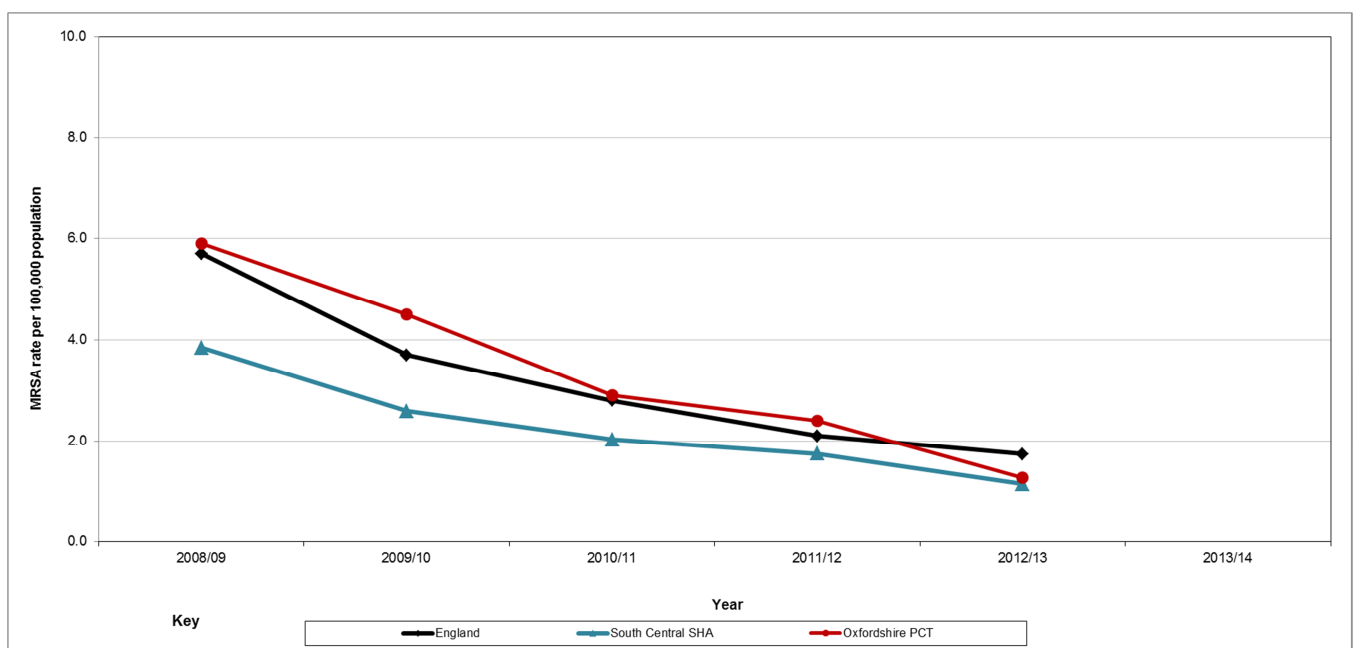


Fig 1. Methicillin Resistant Staphylococcus aureus (MRSA) - crude rate per 100,000 population (2008/09 - 2012/13) England, South Central SHA and Oxfordshire

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This shows that infectious diseases can be tackled, often by traditional hygiene measures. Nationally there is a zero tolerance policy and the rate of MRSA is still higher than we would like. There have been improvements in the rate of MRSA in Oxfordshire over the past few years from being above the national average to moving below the average.

Clostridium difficile infection (CDI)

Clostridium difficile is a bacterium that causes mild to severe diarrhoea which is potentially life-threatening especially in the elderly and infirm. This bacterium commonly lives harmlessly in some people's intestines but commonly used broad spectrum antibiotics can disturb the balance of bacteria in the gut which results in the bacteria producing illness.

A focussed approach on the prevention of this infection is resulting in a steady reduction in cases since 2007/08 (fig 2) in line with regional and national trends. However, whilst there has been an improvement in the rates of CDI in Oxfordshire, it is still above National and Regional levels of infection.

The reduction in CDI involves the coordinated efforts of healthcare organisations to identify and treat individuals infected with CDI and also careful use of the prescribing of certain antibiotics in the wider community. There are on-going concerted efforts locally to continue to improve the rate of CDI.

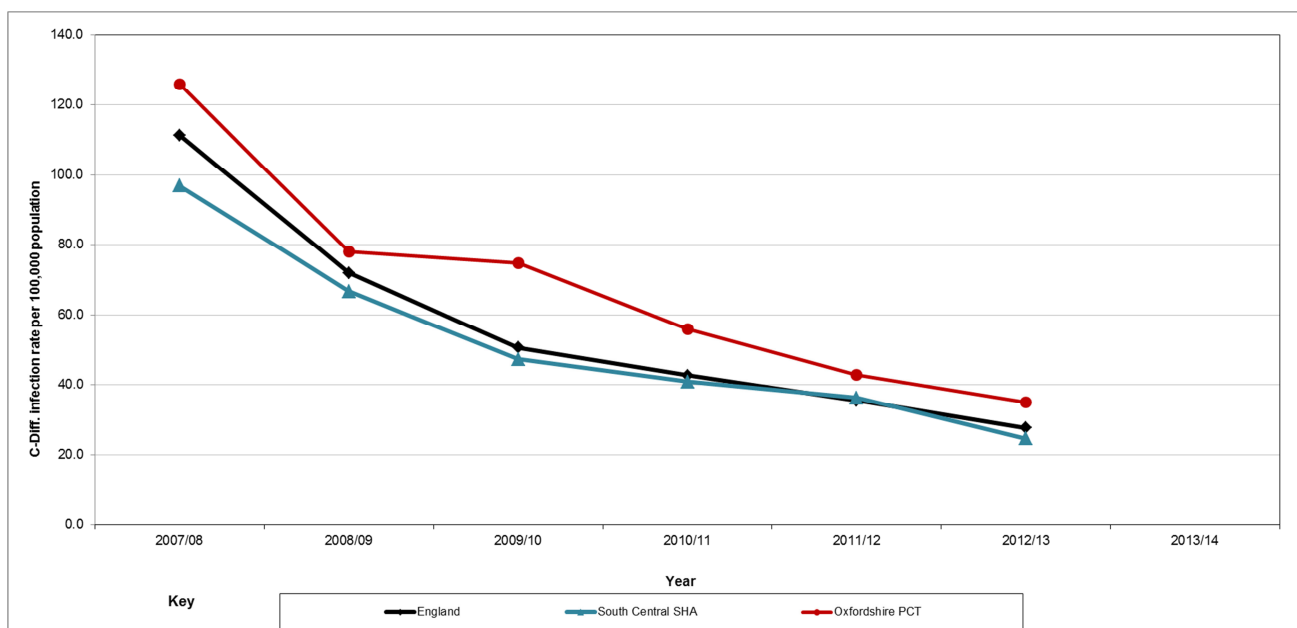


Fig 2. Clostridium Difficile Infection (CDI) - crude rate per 100,000 population (2007/08 to 2012/13) England, South Central SHA and Oxfordshire PCT

Tuberculosis (TB) in Oxfordshire

TB is a bacterial infection caused by *Mycobacterium Tuberculosis* which mainly affects the lungs but which can spread to many other parts of the body including the bones and nervous system. If it is not treated, an active TB infection can be fatal as it damages the lungs to such an extent that the individual cannot breathe.

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In Oxfordshire the numbers of cases of TB at local authority level are low. A three-year average is given which shows that the case rate is fairly static (Fig 3).

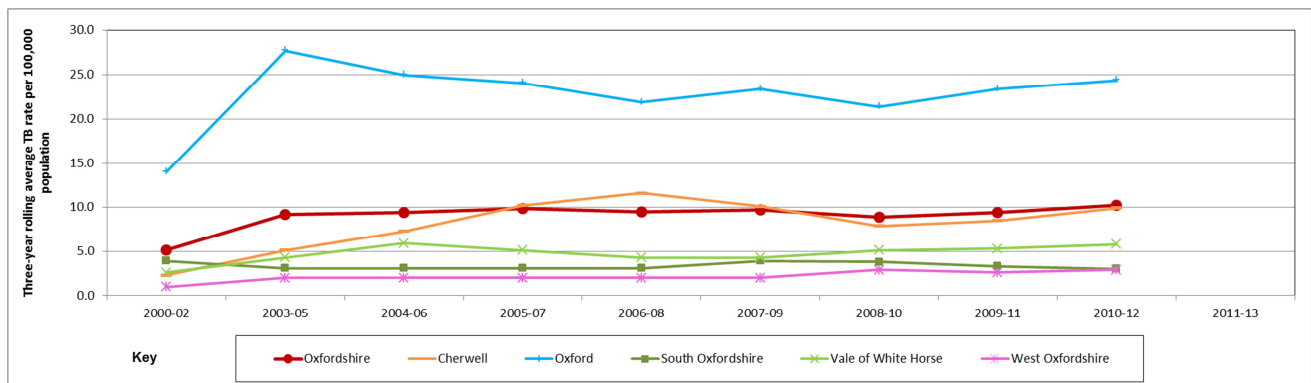


Fig 3. Tuberculosis (TB) - Rate per 100,000 population (2004 to 2012) Oxfordshire and districts within Oxfordshire

The levels of TB in the UK have stabilised over the past seven years. However, despite considerable efforts to improve TB prevention, treatment and control, the incidence of TB in the UK is higher compared to most Western European countries.

The rate of TB in Oxfordshire is lower than National and Thames Valley PHE Centre levels (covering Oxfordshire, Buckinghamshire and Berkshire). In the UK the majority of cases occur in urban areas amongst young adults, those coming in from countries with high TB burdens and those with a social risk of TB. This is reflected in the higher rate of TB in Oxford compared to other districts in the county.

TB should not be underestimated and has not gone away. Recent experience has shown that resistant strains of TB can spread rapidly from person to person through ordinary social contact.

Given the importance of TB, it is one of the key priorities of Public Health England who are working to support local services.

Recommended Next Steps

The Director of Public Health should report infectious diseases in subsequent annual reports.

Sexually Transmitted infections

It is vital that we maintain and improve services to prevent and treat sexually transmitted diseases. These will not go away and we need to keep up our vigilance, especially as these services are now spread over a wide range of agencies. The county council has several roles in this. Firstly a watchdog role to ensure that all services are good, a commissioning role as a major commissioner by statute of these service, and lastly a partnership role, playing our part to make services work smoothly together.

HIV & AIDS

HIV remains a significant disease both nationally and locally. During 2011, Oxfordshire saw a drop in the number of new diagnoses. There are now approximately 450 people living with HIV in Oxfordshire (fig 4). We would expect the chart to show an upward trend because people are now living longer with the disease and so the number of people will 'accumulate'. The national report 'HIV in the United Kingdom: suggests that a quarter of people with HIV have yet to receive a diagnosis. In Oxfordshire, this equates to another 112 people bringing the total estimated cases for Oxfordshire to 562.

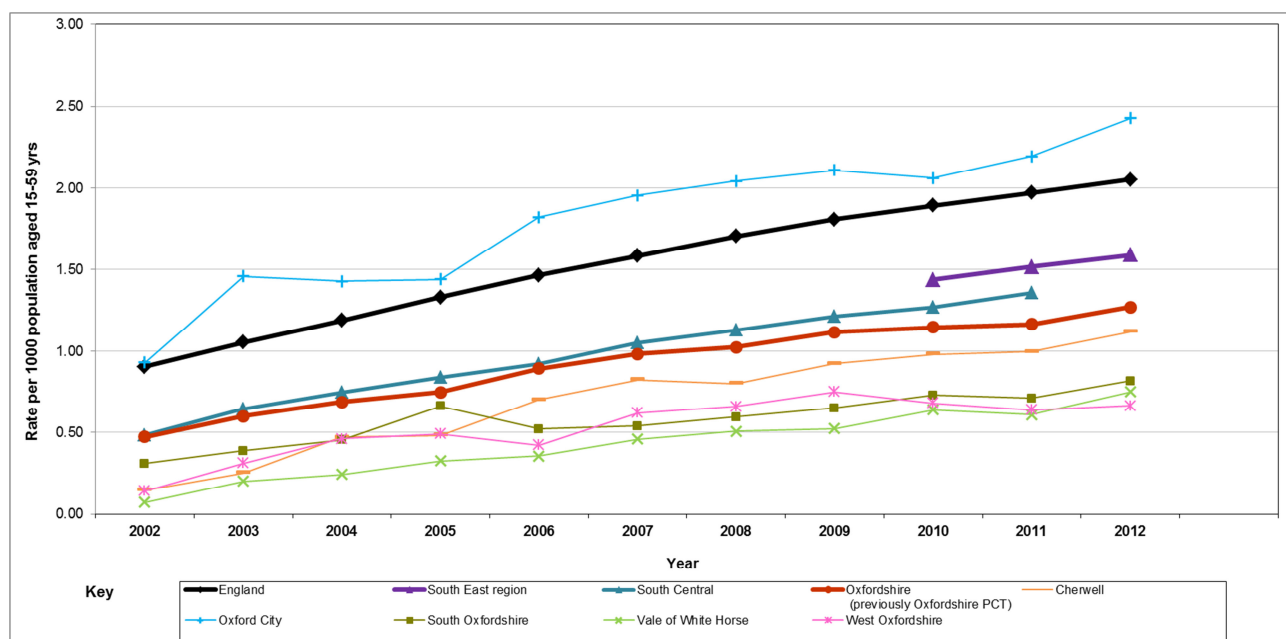


Fig 4. Prevalence of diagnosed HIV per 1000 population (i.e. people living with a diagnosis of HIV) aged 15-59 years England, South East region, Oxfordshire and Oxfordshire districts

Finding people with HIV infection is important because HIV often has no symptoms and a person can be infected for years, passing the virus on before they are aware of the illness. Trying to identify these people is vital. We do this in three ways:

- Through antenatal screening programmes - There are approximately 7,000 deliveries per year in Oxfordshire and 99% of pregnant women are screened for HIV, this identifies an average of 9 women as being HIV positive per year.
- Through routine testing at our sexual health clinics.
- Through community testing, we have introduced 'HIV rapid testing' in a pharmacy as an initial step. This test gives people an indication as to whether they require a full test; the rapid test takes 20 minutes and gives fast results, although a fast tracking to the sexual health service for a full test is required to confirm diagnosis.

HIV is now considered to be a long term disease and prognosis, once diagnosed, is good, with effective treatments. HIV cannot be cured but the progression of the disease can be slowed down considerably, symptoms suppressed and the chances of passing the disease on greatly decreased.

Sexual Health

Sexually Transmitted Infections (STIs) are continuing to increase in England with the greatest number of cases occurring in young heterosexual adult men and women and men who have sex with men. STIs are preventable through practising 'safe sex'. Total rates of STIs in Oxfordshire are below the national average except in the city which is a reflection on the younger population who live there (fig 5).

The increase in the rates in the city can be attributed to a combination of factors. There is a large student population and higher proportion younger people living in the city who have been targeted for Chlamydia and STI testing. This increases the number of cases found which is a good thing. Similarly there have been increased diagnoses of Gonorrhoea due to improved testing methods. This is also good news. The keys to fighting these infections are:

1. Use safe sex methods and don't get the disease in the first place – and this applies to all age groups
2. Find and treat the disease fast to prevent the spread

The different main types of STI each show a mixed picture which is generally good. Looking at each disease in turn gives the following picture:

- Gonorrhoea – is below national average for Oxfordshire as a whole and all districts except in Oxford city. This follows a typical 'urban' profile of higher levels.
- Syphilis - is falling and below national average in all areas of the county except in Oxford city.
- Chlamydia –levels are lower than national average – but we continue to have difficulties in persuading young people to come forward for testing despite, best efforts.
- Genital Warts – rates are now lower than national average which is an improvement. Oxford city is significantly higher (reflecting the younger age group) but the trend is generally stable.
- Genital Herpes – rates are lower than national average except in the city which has higher levels. However the total number of cases in the year is small. Again this reflects the predominantly younger population in the city.

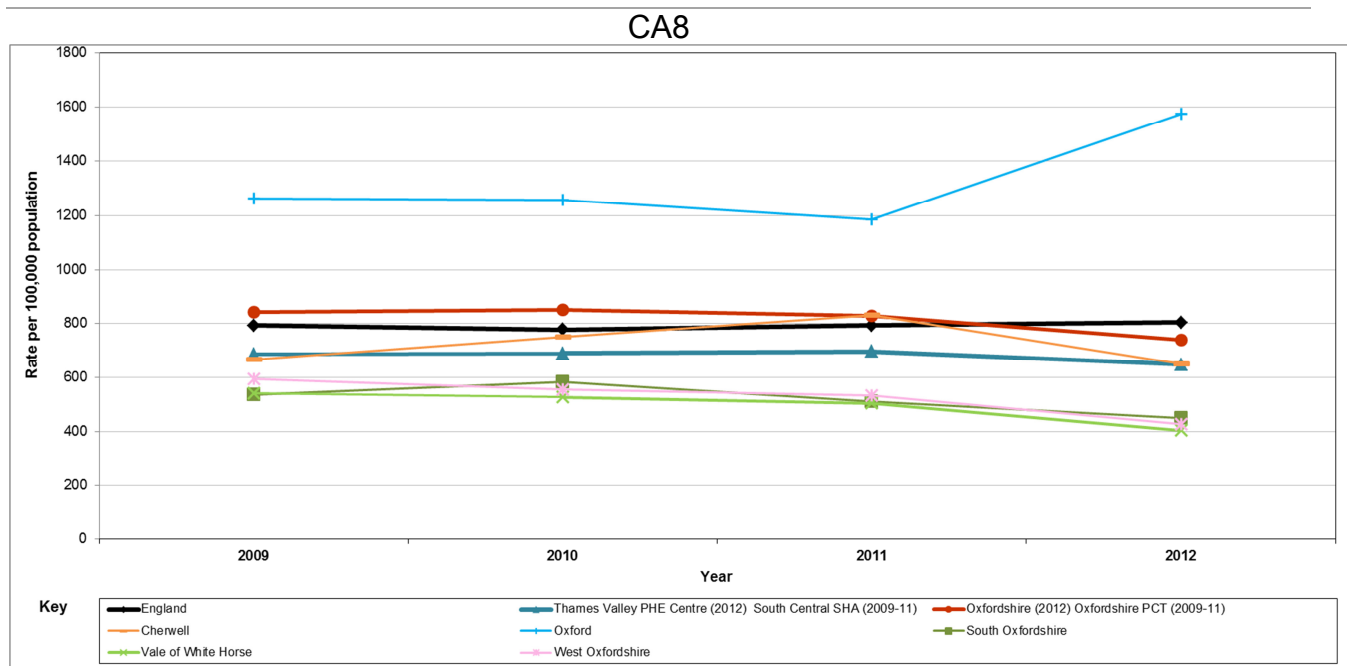


Fig 5. Rate of diagnosis of acute sexually transmitted infections (STIs) per 100,000 population (all ages) - 2009 to 2012 England, Thames Valley Public Health England Centre, Oxfordshire and districts within Oxfordshire

This year Oxfordshire County Council has commissioned an integrated sexual health service as part of a network of NHS, Public Health England and Local Authority services which prevent and treat STIs. We need to fine –tune the service along with all others in the light of changing disease patterns and make sure that services in the city are working well.

Recommended next steps

1. Ensure the successful implementation of the new integrated sexual health service and monitor the service closely and adjust it if necessary.
2. Monitor all services in the city closely across general practice, pharmacies, school health nursing, sexual health clinics and the sexual health service HQ at the Churchill Hospital. Take any action needed in the light of this monitoring.
3. Continue to prioritise and target young people and vulnerable groups in promoting safe sex awareness.

Acknowledgements

This report has been put together with the inspiration, help and advice of many people. I am grateful to them all. Among them are:

Cllr Anna Badcock
Sue Bainbridge
Angela Baker
Helen Baker
Cllr Martin Barrett
Ruchi Baxi
Lorna Baxter
Behrooz Behbod
Cllr Liz Brighthouse
Cllr Mark Booty
Adam Briggs
Jon Bright
Cllr Kevin Bulmer
Lucy Butler
Paul Cann
Cath Carter
Cllr Nick Carter
Cllr Louise Chapman
Peter Clark
Beccy Cooper
John Courouble
Frances Craven
Ian Davies
Arthur Davis
Julie Dean
Lesley Dewhurst
Cllr Surinder Dhesi
Clare Dodwell
Dave Etheridge
Kate Eveleigh
Cllr Arash Fatemian
Cllr Jean Fooks
Philip Gerrad
Eddie Gibb
Cllr Janet Godden
SimonGrove-WhiteCllr Tim
Hallchurch
Cllr Jenny Hannaby
Cllr Judy Heathcoat
Cllr Hilary Hibbert-Biles
Cllr Dr Christopher Hood
Cllr John Howson
Cllr Ian Hudspeth

Donna Husband
John Jackson
Paula Jackson
Wikum Jayatunga
Anne Johnson
Christine Jones
Kate Jordan
Mary Keenan
Sophie Kendall
Kate King
Dr Antony Kingsley
Richard Kuziara
Paul Lawrence
Benedict Leigh
Jim Leivers
Cllr Lorraine Lindsay-Gale
Moira Logie
Sue Lygo
Trish Mannes
Louise Marshall
Christine Matthews
Noel McCarthy
Paul McGough
John McLaughlin
Rachel McQuilliam
Jo Melling
Val Messenger
Jamie Miller
Steve Munn
Joe McManners
Cllr David Nimmo-Smith
Robyn Noonan
Eunan O'Neill
Dr Paul Park
Cllr Zoe Patrick
Cllr Glynis Phillips
StephenPinel
Cllr Susanna Pressel
Cllr Laura Price
Sam Reed
Cllr George.Reynolds
Sarah Roberts
Cllr Alison Rooke

Cllr Rodney Rose
David Roulston
Alan Rouse
Dr Keith Ruddle
Cllr John Sargent
Larry Saunders
Sue Scane
Maggie Scott
Adrian Sell
Aziza Shafique
Nisha Sharma
Kathy Shaw
Lorna Shires
Cllr Les Sibley
Joanna Simons
Jonathan Smith
Paul Smith
Kay Stenning
Richard Stephens
Andrew Stevens
Cllr Lawrie Stratford
Cllr Rose Stratford
Andrea Taylor
Patrick Taylor
Cllr Alison Thomson
Ben Threadgold
Cllr Melinda Tilley
Cllr Ed Turner
Helen Wake
Lynda Watson
Tom White
Jackie Wilderspin
Anne Wilkinson
Jayne Woodley

Particular thanks go to
Beccy Cooper and Kate
Eveleigh for coordinating
the report.

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Division(s):

CABINET – 15 July 2014

SEND (Special Educational Needs & Disabilities) Reforms

Report by Director for Children's Services

Introduction

1. Members are asked to be aware of significant changes affecting children and young people, aged 0 to 25, with special educational needs (SEN) and disabilities. This paper outlines the key issues for the Council arising from Part 3 of the Children and Families Act 2014, with implementation commencing in September.

Background- The Children and Families Act (March, 2014)

2. The Children and Families Act (2014) replaces existing SEN legislation, and brings together the current separate arrangements for children in schools and young people in post-16 institutions and training up to age 25. The Act also removes the separate treatment of local authority maintained schools and academies under SEN legislation. The scope of the Act has been extended to include all disabled children and young people, rather than only those with special educational needs. Therefore local authorities and health commissioners now have duties relating to: identifying; planning; commissioning; providing information and advice; and reviewing provision for children and young people with disabilities.
3. The Act retains the pivotal role of the local authority in identifying, assessing, and securing the educational provision for children and young people with special educational needs. A new requirement is that the local authority must follow four guiding principles, namely that the local authority must:
 - Listen to the views, wishes and feelings of children, young people and parents;
 - Ensure children, young people and parents participate in decision-making;
 - Provide the necessary information and support to help children, young people and parents participate in decision-making; and
 - Support children, young people and parents in order that children and young people can achieve the best possible educational and other outcomes.

Local authorities and Clinical Commissioning Groups are required to begin implementing the changes from September 2014. The main changes are outlined below.

- **Local Offer** - The Act requires local authorities to publish a clear and transparent 'local offer' detailing services and provision to support children and young people with SEN and their families.
- **SEN Support in mainstream settings/schools/colleges** – The Act introduces a single category of SEN support replacing the School Action and School Action Plus provision.
- **Education, Health and Care Plans** - The Act introduces a streamlined assessment process for those with severe and complex needs, integrating education, health and social care services and involving children, young people and their parents. It replaces statements and learning difficulties assessments with Education, Health and Care (EHC) Plans.
- **Education, Health and Care Plans** can extend to age 25 if the young person remains in education. The plan ceases when the young person leaves education or training.
- **Personal Budgets** - Children, young people and families with an EHC Plan have the option of a personal budget, extending their choice and control over their support.
- **Joint Commissioning** - The Act introduces a new duty for joint commissioning which will require local authorities and health bodies to work in partnership when arranging provision for children and young people with SEN. This includes arrangements for agreeing what advice and information is to be provided about education, health and care provision, by whom, to whom and how such advice and information is to be provided. The Act also requires Clinical Commissioning Groups to comply with any health service requirements in EHC Plans.
- **Co-production** - The Act requires local authorities to involve parents, young people and children in shaping the provision of services for those with SEN, to develop much closer cooperation with a wide range of partners, such as schools, academies and colleges as well as other local authorities.
- **Tribunals** - The Act introduces consistent statutory rights and protections from birth through to age 25 for those with an EHC Plan.
- **Mediation**- The scope of disagreement resolution arrangements and mediation is extended to cover health and social care, as well as education.

Scope

4. Over 19,000 (18.3%) of Oxfordshire pupils have Special Educational Needs (SEN). Of these, around 2,300 (2.2% of pupils) have a statement of SEN.
5. The term Disability covers a range of conditions, such as sensory impairment (sight and hearing), physical disability, behavioural difficulties, learning disability, autistic spectrum conditions, and problems with speech and communication. It is not known exactly how many children in Oxford have disability, but one estimate puts the number at more than 7,500:

- About 100 of these are severely disabled.
 - Many thousands more are affected by a long-standing illness.
 - 750 children are supported by the Disability Social Care teams.
6. As with younger children, it is difficult to provide precise numbers for young adults with disability. Averaged national rates for 18-24 year olds are 4.1% for moderate disability and 0.8% for severe disability.
- From these averages, the Institute of Public Care has calculated the numbers for 18-24 year olds in Oxfordshire for various disability types:
- | | |
|--------------------------------|------|
| • learning disability | 1812 |
| • autistic spectrum conditions | 706 |
| • moderate physical disability | 2739 |
| • serious physical disability | 534 |
7. It is generally recognised that there are difficulties in establishing an accurate and reliable figure for the number of children and young people with disability. There are a number of reasons for this.
- An agreed definition of disability: the current approach is to define it in the context of the child's participation in usual activities.
 - Diversity in types of disability: physical, sensory, learning, behavioural, autistic spectrum.
 - Disability can be long or short term, and involve more or less complex needs.
 - A number of ways (such as surveys and self-reporting) have been developed to provide estimates.
8. Numbers of children and young people with SEN and disabilities are continuing to rise.

Financial and Staff Implications

9. Schools Forum allocated £118,000 in 2013/14 and £366,000 in 2014/15 from balances to support the implementation of the changes. At that time there was no indication of any grants from the DfE for non-pathfinder authorities such as Oxfordshire.
10. Oxfordshire received an unringfenced DfE grant of £75,000 in October 2013 and was notified in February 2014 that the council would receive £834,624 during 2014/15: *'The purpose of this grant is to provide support to local authorities in England towards expenditure lawfully incurred or to be incurred by them. Local authorities can spend this one-off grant to recognise the programmes of change underway in the areas of SEN'*. On June 10th 2014 Oxfordshire received notification from the DfE of a further £495,092 for 2014/15, and an indicative amount for 2015/16. A total sum of £1.3m as a one off grant indicates the scale of work required to implement the changes. Unfortunately with such late notification, it has not been possible to recruit the additional staff in time for September.
11. Funding is being used for:

- Additional staff (including SEN Casework Officers, Educational Psychologists, Behaviour Support, Social Care, SEN Early Years, the development of personal transport budgets and independent travel training),
- Training for settings, schools and colleges, governors, professionals (across education, care and health), parents and voluntary organisations
- Supply cover for settings and schools to prepare for the changes
- Costs to produce the Local Offer
- IT developments
- Project management
- Costs for piloting Education Health and Care Plans
- Transferring statements to EHC Plans

The grant funding is sufficient to support the implementation of the reforms over the next two years.

12. There is a potential financial risk in sustaining the on-going additional burdens beyond 2016-17, once the grant funding ceases.
13. *The National Audit Office estimated that the cost to the public purse of supporting a person with a moderate learning disability through adult life (16–64) is £2–3 million. Equipping a young person with the skills to live in semi-independent rather than fully supported housing could, in addition to quality-of-life improvements, reduce these lifetime support costs by around £1 million. Supporting one person with a learning disability into employment could, in addition to improving their independence and self-esteem, reduce lifetime costs to the public purse by around £170,000.*

Adult care costs for those with learning difficulties and/or disabilities are second only to the costs of supporting the elderly (£5.19bn compared to £8.79bn, 2012-13)'. Implementing a New 0- 25 Special Needs System: LAs and Partners, DfE and DoH, April 2014.

This highlights the government's recognition of the need to invest in young people with SEN and disabilities to become as independent as possible.

Oxfordshire's response to the reforms

14. The SEND Reforms Programme has been established to coordinate the necessary changes to practice in Oxfordshire. The programme spans the Children Education & Families and Social and Community Services directorates, Oxfordshire Clinical Commissioning Group and NHS Commissioners.
15. Four task groups, aligned with the key areas detailed in the Act, underpin the SEND Reforms Programme Board:
 - Local Offer
 - Single assessment and Education, Health and Care Plans
 - Personal Budgets

- Post 16 education and training
16. The SEND Reforms Programme reports to the Children & Young People's Board, Adult Health and Social Care Board and the Health & Well Being Board when appropriate. The programme is subject to the governance arrangements within the Children Education and Families directorate, Oxfordshire County Council and Oxford Health.
 17. There has been an extensive workforce development and training programme throughout May, June and July. This has included multi-agency workshops for social care, education and health professionals, training for Early Years settings, schools (over 520 school staff attended), Further Education and training providers, and briefings for governors. Training for parents/carers is being planned by Parent Carers Voice Oxfordshire and Parent Partnership for September.
 18. Oxfordshire is continuing to make good progress in preparing for the changes, compared with other non-pathfinder authorities. There is strong engagement and involvement across Children, education and Families, Social and Community Services, health, parent and voluntary organisations. The programme has moved from the awareness raising stage to the piloting stage.

Key risks and challenges

19. **Financial**
There is a risk that additional financial pressures may arise as a result of statutory duties extending to age 25, as young people or their parents will have continuing expectations regarding educational provision. Additionally the personalisation and choice agenda may result in increased demand for services across education, health and social care. There are concerns about the sustainability of the programme after the one-off DfE grants ends, given the additional burdens and increasing caseloads.
20. Evaluation of the SEND pathfinder programme, 'Impact Research Brief' (DfE October 2013) reported that the average amount of time to complete an EHC Plan was 42 hours, compared with 30 hours for the comparative Statementing process. There are approximately 300 new assessments per year, 2,300 statements and 600 Learning Difficulties Assessments to be converted to Education, Health and Care Plans, over the next 12 to 36 months. This will have significant resource implications. Opportunities to co-ordinate assessment and planning will be fully explored and should lead to long term efficiencies and improvements.
21. **Timescales**
'Best practice' models from Pathfinder authorities have been significantly delayed and are still emerging. The final Code of Practice was not published until June 2014 and remains subject to Parliamentary approval; the legal regulations are not yet available. These delays are resulting in very compressed timescales for developing legally compliant responses in Oxfordshire.

22. **Joint Commissioning**
Commissioning across the 0 to 25 age range, covering the Council's children and adult services, as well as health services for children and adults, brings a number of challenges and opportunities. A joint commissioning position statement has been produced and opportunities will be explored as they arise.
23. **Embedding effective change in settings, schools and colleges**
Education providers may view the reforms in terms of processes rather than effecting changes to culture and practice that will impact on learner outcomes. The reforms are being introduced at a time of significant change in schools, notably the new National Curriculum, and therefore will be competing for training and development opportunities.
24. **Increasing numbers of tribunals and legal challenge**
The number of SEN tribunals is increasing, 19 in 2011/12, 23 in 2012/13 and 28 in 2013/14. Raised awareness and increased expectations (reduced completion timescales from 26 to 20 weeks for an EHC Plan) is likely to exacerbate this rising trend. There is an anticipated similar increase in legal challenge relating to social care.
25. **Developing the Market**
The Children and Families Act focuses on increasing the choice and control that children, young people and families have over the services that support them through the introduction of personal budgets. It is recognised that the market for providing these services to children and young people is particularly underdeveloped (when compared to similar services provided in the adult market). Supporting growth in the market to enable increased choice and support is an aim for the programme and will require longer term commitment over the coming years.
26. **Partner Alignment**
Successful implementation of the reforms requires buy-in and cooperation across Children, Education and Families, Social and Community Services, as well as voluntary and community groups. A significant challenge to the programme is the continuous engagement and co-production across services and with partner organisations. There are also a significant number of interdependencies between the SEND reforms, the Care Bill and aspects of other programmes of work across the directorates, e.g. the eMarketplace and an Integrated Transport Hub.

Equalities Implications

27. The SEND reforms are national policy changes and equalities implications are fully taken into account within the Code of Practice. A social and community impact assessment has been carried out to consider the specific implications for Oxfordshire. The main issue is the high demand for SEN and disabilities

services and increasing numbers of children/young people accessing them year on year.

RECOMMENDATION

28. **The Cabinet is RECOMMENDED to be aware of the significant changes to SEN and disabilities and the challenges facing the Council over the coming years.**

JIM LEIVERS

Director for Children's Services

Background papers: SCIA, SEN and Disabilities Code of Practice

Contact Officer: Janet Johnson, SEN Manager; Tel: (01865) 815129

June 2014

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Division(s): N/A

CABINET – 15 JULY 2014

OXFORDSHIRE MINERALS AND WASTE LOCAL PLAN: REVIEW OF OXFORDSHIRE STATEMENT OF COMMUNITY INVOLVEMENT

Report by Director for Environment & Economy

Introduction

1. The Statement of Community Involvement (SCI) is a statutory planning document that sets out how Oxfordshire County Council will involve the community (consultees, stakeholders and other interested parties) in:
 - i. preparing and reviewing the Minerals and Waste Local Plan;
 - ii. making decisions on planning applications for minerals, waste and County Council developments.The Council must comply with its SCI in preparing local plan documents.
2. The current SCI was adopted by the Council in November 2006. Since then there have been changes in legislative requirements for consultation and in the way the Council carries out consultation. The procedures for producing and consulting on local plans have been simplified and have been changed to take account of increased use of electronic communications. In addition, a statutory duty to co-operate has been introduced, which links to the SCI.
3. In view of these changes, a review of the adopted SCI is required. This should be undertaken now, so that an up to date SCI can be put in place before the Minerals and Waste Local Plan: Core Strategy is published for further consultation and submitted to the Secretary of State for examination early in 2015.
4. This report recommends a draft revised Oxfordshire Statement of Community Involvement for public consultation.

Review of the Statement of Community Involvement

5. The government's amendments to local plan procedures since 2006 have included changes to the way SCIs are prepared. The requirements to include the SCI in the Minerals and Waste Development Scheme and to submit the SCI to the Secretary of State for independent examination by an inspector have been removed. Legislation now allows the Council to adopt a SCI after carrying out consultation on it and considering any responses received.
6. The Minerals & Waste Cabinet Advisory Group expressed support for a review of the SCI at its meeting on 23 May, and on 16 June the Group discussed an initial draft revised SCI, in advance of this being reported to Cabinet. The following programme for review of the SCI is proposed:

Cabinet agree draft revised SCI for consultation	15 July 2014
Public consultation (6 weeks) on draft revised SCI	1 Sept – 13 Oct 2014
Cabinet consider consultation responses	25 Nov 2014
County Council adopts revised SCI	9 Dec 2014

7. The draft revised SCI that was considered by the Cabinet Advisory Group has been developed further and is included at Annex 1 to this report.
8. The revised SCI covers:
 - i. What the SCI is; why it is being revised; and how to comment on the draft;
 - ii. The Council's principles of community involvement;
 - iii. The Council's planning responsibilities;
 - iv. The Minerals and Waste Local Plan and how consultees and interested parties will be involved in the preparation of plan documents;
 - v. Planning applications and how consultees and interested parties will be involved in the determination of applications for minerals, waste and County Council developments;
 - vi. Monitoring and review of the SCI.
9. The revised SCI complements the Council's corporate policy on communicating and consulting with the public. Where appropriate, it goes beyond the minimum requirements of the relevant regulations in relation to community involvement in the planning processes, and it seeks to promote best practice and effective partnership working with community and other relevant interest groups.

Financial and Staff Implications

10. The Minerals and Waste Local Plan is included within the work priorities of the Environment and Economy Directorate and funding provision for this project is held in the Minerals and Waste Plan Project earmarked reserve. The proposed review of the SCI can be undertaken within existing resources and it does not raise any additional financial or staffing implications.

Legal Implications

11. The County Council is required to prepare a statement of community involvement under the Planning and Compulsory Purchase Act 2004 (as amended).

Risk Management

12. Review of the existing SCI and adoption of a revised, up to date SCI before the Minerals and Waste Plan: Core Strategy is published and submitted will enable the Council more easily to demonstrate at the examination that it has complied with the SCI in preparing the plan and should remove risk of possible judicial review in relation to this.

RECOMMENDATION

13. The Cabinet is RECOMMENDED to

- (a) agree the draft revised Oxfordshire Statement of Community Involvement at Annex 1, subject to final detailed amendment, updating and editing, as a draft for public consultation;**
- (b) authorise the Deputy Director for Environment & Economy (Strategy & Infrastructure Planning) to:**
 - (i) carry out final detailed amendment, updating and editing of the draft revised Oxfordshire Statement of Community Involvement, in consultation with the Cabinet Member for Environment;**
 - (ii) publish the draft revised Oxfordshire Statement of Community Involvement for public consultation.**

SUE SCANE

Director for Environment & Economy

Contact Officer: Peter Day, Minerals & Waste Policy Team Leader; Tel. (01865) 815544

June 2014

Oxfordshire Minerals and Waste Local Plan
Revised Oxfordshire Statement of Community Involvement
Consultation Draft June 2014

1. Introduction

What is the Statement of Community Involvement?

1.1 The effective involvement of the community is an essential part of positive planning for high quality sustainable development in Oxfordshire. The Oxfordshire Statement of Community Involvement sets out the County Council's policy, and the standards it will seek to achieve, to ensure meaningful and effective consultation, engagement and involvement of consultees, stakeholders and other interested members of the community in:

- (i) the preparation, alteration and review of the minerals and waste (local) development documents that make up the Oxfordshire Minerals and Waste Local Plan; and
- (ii) the consideration of planning applications for mineral, waste and County Council developments that are determined by the County Council.

Why does the Statement of Community Involvement need to be revised?

1.2 The County Council is required by statute¹ to prepare a Statement of Community Involvement, as a statement of the authority's policy on the involvement of interested persons in local planning and the control of development. In preparing local plan documents, the Council must comply with the Statement of Community Involvement.

1.3 The existing Oxfordshire Statement of Community Involvement was adopted by the County Council in November 2006. Since then there have been changes in legislative requirements for consultation and in the way the Council carries out consultation. The procedures for producing and consulting on local plans have been simplified and have been changed to take account of increased use of electronic communications. In addition, a statutory duty to co-operate has been introduced, which links to the Statement of Community Involvement.

1.4 In view of these changes, the Statement of Community Involvement now needs to be revised. We have produced this draft revised Statement of Community Involvement for consultation. This draft document is also available on the County Council website:

<http://www.oxfordshire.gov.uk/cms/public-site/minerals-and-waste-policy>

¹ Planning and Compulsory Purchase Act 2004 S.18 (as amended)

1.5 We would like to receive your comments on this draft Statement of Community Involvement. Your comments will help us to shape the final version of it later this year.

How do I make comments on this Consultation Draft?

1.6 You can make comments on the draft Statement of Community Involvement either through the Council's on-line e-planning system or by sending a response form to us by email or post. Response forms can be downloaded from the Council's website or obtained from the Minerals and Waste Policy Team (see below). We will also accept comments made by letter or email.

1.7 Respond using the on-line e-planning system at:
<http://myeplanning.oxfordshire.gov.uk>
Click on 'Search for and comment on a planning application' and enter reference **XX.YYYY/14** in the 'OCC application number' search field.

1.8 Send response forms and other comments by email to:
mineralsandwasteplanconsultation@oxfordshire.gov.uk

1.9 Send responses by post to:

Minerals and Waste Draft SCI Consultation
Environment & Economy – Planning Regulation
Oxfordshire County Council
Speedwell House
Speedwell Street
Oxford OX1 1NE

1.10 The closing date for responses is 13 October 2014.

1.11 For further information, please contact the Minerals and Waste Policy Team at the address above or by:

Email: mineralsandwasteplanconsultation@oxfordshire.gov.uk

Telephone: 01865 815544.

What happens next?

1.12 The County Council will consider carefully all comments received in response to this consultation. We will take them into consideration in producing the final version of the Statement of Community Involvement. This is scheduled to be adopted by the County Council by the end of 2014.

1.13 We will prepare a report on the responses to this consultation and this will be published on the Council's website following the consultation. Comments in full will be available at the Council's Speedwell House office in Oxford for inspection by appointment following the consultation.

2. Principles of Community Involvement

2.1 Oxfordshire County Council believes it is very important that people have a say on how council services are planned and run. Consultation helps us to stay in touch with what people need and want. This is especially important when we need to make difficult decisions that affect the people of Oxfordshire.

2.2 The Council follows six key principles of consultation:

- keep an open mind and run consultations in an open and honest way;
- be clear about what we are consulting on and what we will do with the findings;
- give all relevant parties the chance to have their say;
- provide sufficient time and information to enable people to engage;
- take views expressed in consultations into account when we make decisions;
- provide effective and timely consultation feedback.

2.3 The County Council has adopted the Oxfordshire Compact (September 2004) as its policy for guiding and improving its relationship with the voluntary and community sector. The Compact is a framework against which the relationship between the statutory and the voluntary, community and faith sectors can be monitored and evaluated. It will also assist the development of effective partnerships between statutory, voluntary, community and faith organisations by: providing a context for each to define their needs and expectations and achieve mutually acceptable outcomes; and facilitating the development of a strong and independent voluntary and community sector, including by improving consultation procedures. A code on consultation and policy appraisal has been developed under the Compact. The Council will have due regard to the Oxfordshire Compact in engaging with and involving the voluntary and community sectors on planning issues.

2.4 We believe that strong Community Involvement is a key factor in the preparation of the Minerals and Waste Local Plan. This should strengthen the evidence base for plan and help in producing more robust planning proposals and decisions; increase understanding of the need for and impact of new development; foster community ownership of the plan; and help the delivery of appropriate new developments that are needed by dealing with contentious issues early in the planning process.

3. County Council Planning Responsibilities

Oxfordshire County Council's responsibilities

3.1 The County Council is responsible for:

- producing a Minerals and Waste Local Plan, which set policies and proposals for minerals and waste development in Oxfordshire; and
- determining planning applications for minerals and waste developments and for the Council's own service developments.

3.2 Local plans and planning applications for general types of development, such as housing, shops, offices and industry, are the responsibility of the City and District Councils.

National Planning System

3.3 The County Council must exercise its planning responsibilities within the structure of the national planning system of legislation, policy and guidance. This sets out the planning policy documents that authorities should produce and how this should be done; and how authorities should deal with planning applications and undertake other development management responsibilities within their areas.

3.4 A number of changes have been made to the national planning system in recent years with the aims of reducing central government influence, streamlining the amount of legislation and guidance and promoting localism. These changes include the Localism Act 2011 and the National Planning Policy Framework, 2012. This has further emphasised the need for community involvement in planning.

3.5 The national system recognises that early engagement with communities during both the preparation of local plans and the determination of planning applications is essential to good planning. This makes local plans more likely to represent a collaborative vision for the area and gives local people the opportunity to influence the shape of development proposals for the benefit of the whole community. Early and continued community involvement is a key element in achieving sustainable development, which is the government's purpose of the planning system. This draft revised SCI takes into account the changes in the national planning system since 2006.

Minerals and Waste Local Plan

3.6 The County Council will prepare, and subsequently monitor and review, the local development documents that will make up the Oxfordshire Minerals and Waste Local Plan. These documents will together provide a policy framework to guide the amount, type and location of minerals and waste development in Oxfordshire. They will set the development plan policies against which planning applications will be considered.

3.7 The Minerals and Waste Local Plan must be prepared in accordance with relevant planning legislation and national planning policy, and having due regard to national planning guidance. It also needs to take account of relevant strategies and

plans produced by other authorities and organisations in and beyond Oxfordshire. These include the Sustainable Community Strategy, Oxfordshire 2030, produced by the Oxfordshire Partnership, and the Oxfordshire Strategic Economic Plan, produced by the Oxfordshire Local Enterprise Partnership. The Minerals and Waste Local Plan will seek to reflect any aspects of the Sustainable Community Strategy and other relevant strategies and plans that have implications for minerals and waste planning.

County Matter Planning Applications

3.8 The County Council processes and determines planning applications for minerals and waste developments and for the Council's own service developments, such as schools, libraries and roads. In determining applications, the Council must take into account all material considerations. In addition to the Minerals and Waste Local Plan and the adopted local plan of the relevant City or District Council, this will include representations made by consultees, local residents and any other interested parties.

Duty to Co-operate

3.9 The Localism Act 2011 introduced a duty to co-operate, under which the County Council must work with other local authorities and other prescribed bodies (such as the Environment Agency) on strategic matters in preparing the Minerals and Waste Local Plan. This duty overlaps with the pre-existing requirements for engagement with these bodies in the preparation of the plan.

3.10 The Duty to Co-operate will, in effect, formalise many of the Council's existing relationships with other bodies. The County Council has a history of partnership working with the City and District Councils within Oxfordshire; of working with other minerals and waste planning authorities through technical working groups like the South East England Aggregates Working Party and South East Waste Planning Advisory Group; and of working closely with statutory bodies such as the Environment Agency. The duty to co-operate will strengthen these existing relationships.

3.11 The County Council will seek to integrate the engagement with other bodies that is necessary to meet the duty to co-operate with the more general need for involvement in the plan preparation process. In doing so, the Council will be mindful of how engagement with specific bodies under the duty to co-operate may be relevant to the involvement of other consultees, stakeholders and interested persons in the plan preparation process.

4. Community Involvement in the Minerals and Waste Local Plan

Production of Minerals and Waste Plan Documents

4.1 The local development documents that the Council produces as part of the Minerals and Waste Local Plan must be prepared in accordance with the requirements of the Planning and Compulsory Purchase Act 2004, as amended by the Planning Act 2008 and the Localism Act 2011; and the Town and Country Planning (Local Planning) (England) Regulations 2012.

4.2 The production of local development documents will involve the following stages:

- A. Evidence Gathering – to form the evidence base for the plan – this could include assessment of need for minerals; assessment of need for waste management; environmental assessment of location strategies and site options; strategic flood risk assessment.
- B. Regulation 18 Consultation – the Council must notify specific and general consultation bodies and other appropriate persons in the area about the plan they propose to prepare, and invite them to make representations about what the plan ought to contain; this stage may involve more than one phase of consultation and may include consultation on a draft plan.
- C. Preparing the Plan – the Council must take into account any representations that are made in response to the Regulation 18 consultation.
- D. Publication and Regulation 19 Consultation – the Council must publish a proposed submission version of the plan for consultation, to enable representations to be made on the soundness and legality of the plan.
- E. Submission – the Council submits the plan to the Secretary of State, together with representations received in response to the Regulation 19 consultation.
- F. Independent Examination – an independent Planning Inspector appointed by the Secretary of State holds an examination of the plan to consider whether it is sound and legally prepared; the Inspector may hold public hearings where interested parties can speak about the plan; the Inspector may recommend modifications to the plan that have been suggested by the Council, which are subject to consultation.
- G. Adoption – if the Inspector finds the plan legal and sound, the Council can adopt it, subject to any modifications the Inspector recommends.

Who we will Involve in Preparing Plan Documents

4.3 The 'community' includes all individuals, groups, organisations and statutory bodies living, working or operating in Oxfordshire, or close to the county boundary, or

having a particular interest in minerals and/or waste development in the county. We will consult communities on the development of plan documents at the earliest possible stage to allow meaningful engagement in the process. If difficulties and conflicts are addressed at an early stage, both time and money can be saved in the final stages of plan production.

4.4 Legislation requires the Council to consult certain organisations at particular stages in the preparation of local plans. The 2012 Local Planning Regulations set out specific consultation bodies, which must be consulted if the planning authority thinks the plan affects them, and general consultation bodies, to be consulted as the planning authority considers appropriate. These bodies are listed in Appendix 2.

4.5 The Council's Duty to Co-operate with other local authorities will also ensure that the City and District Councils within Oxfordshire and neighbouring and (where relevant) more distant local authorities will be involved throughout the plan preparation process.

4.6 Where appropriate we will go beyond the requirements of the Regulations. We will seek to involve all individuals, groups, organisations and bodies that we think have an interest in the minerals and waste development documents being prepared or who have expressed an interest in being involved or consulted. In doing this, as appropriate we will take into account those sections of the community that are more difficult to involve than others, including older people, young people, ethnic minorities, people with disabilities and those who are not connected into local community networks.

4.7 Involvement and consultation will be focused on the key target groups listed below. This is not an exclusive list and we may add to it if appropriate. A fuller list of bodies that will be involved and consulted as appropriate is set out in Appendix 2. The County Council will maintain a detailed consultation list of individuals, groups, organisations and bodies to be involved and consulted. People can contact the Council's Minerals and Waste Policy Team to ask to be added to the list.

Key Target Groups to be Involved and Consulted

- Specific interest groups (national, regional and local);
- Environmental groups (national, regional and local);
- Local community, residents and civic groups including community led planning groups and published plans;
- Local action groups;
- Minerals and waste management companies and related businesses;
- Developers, agents and landowners;
- The Local Economic Partnership;
- District councils in Oxfordshire;
- Parish councils and parish meetings within Oxfordshire;
- County, unitary, district and parish councils adjoining Oxfordshire;
- Other relevant minerals and waste planning authorities;
- Government departments and agencies;
- Statutory bodies;
- Service agencies, public utilities and statutory undertakers;

- Relevant members of the Oxfordshire Partnership;
- Other organisations and individuals expressing an interest.

4.8 The statutory requirements for consultation on local plans are set out in Appendix 1.

How and When we will Involve People in Preparing Plan Documents

4.9 There are three levels at which we will, as appropriate, engage with people in the production of Minerals and Waste Local Plan documents:

- (i) **Informing** – providing relevant information and keeping people up to date on the process of producing minerals and waste plan documents, to enable them to make comments and/or become further involved at appropriate stages;
- (ii) **Consulting** – asking individuals and organisations what they think about particular approaches, options and proposals being considered and put forward in producing minerals and waste plan documents; this is usually done through a formal period of consultation when interested and affected parties are invited to make representations on a draft version of a document;
- (iii) **Involving** (participation) – providing opportunities for and encouraging active involvement from individuals and organisations in the process of producing minerals and waste plan documents, to further the discussion of issues and options and bring forward views and ideas for consideration and debate; parties are encouraged to be involved in making a positive contribution to the debate rather than reacting to particular proposals.

4.10 The community involvement process should ensure that people:

- Have access to information;
- Can put forward their own ideas and feel confident that there is a transparent process for considering and responding to ideas;
- Can take an active part in developing proposals and options;
- Can comment on formal proposals;
- Get feedback and are informed about progress and outcomes.

4.11 We will seek to involve and consult people throughout the process of preparing minerals and waste plan documents, including at the early, informal stages of plan preparation. The process of continuous involvement will include:

- Providing regularly updated information about the Minerals and Waste Plan process and making this available to interested people and organisations;
- Maintaining a dialogue with stakeholders and other participants in the Minerals and Waste Plan process;
- Encouraging comments and proposals to be made throughout the formative stages of the plan-making process and at the specific consultation stages;
- Providing feedback on how representations made in response to consultations have been taken into account.

4.12 The Council will use the most appropriate methods of communication and engagement to provide communities and other stakeholders with sufficient opportunities for meaningful involvement in the plan making process before and during preparation of plans, particularly at the Regulation 18 and 19 stages of consultation. In addition, during the independent examination of development plan documents, the Council may decide that changes to plans are needed and that the views of communities and stakeholders on the proposed changes should be obtained. We will draw on a range of techniques to inform, consult and involve people and organisations, and will use those techniques that are considered most appropriate to the stage in the process, the subject matter and the people or organisations involved.

4.13 In undertaking consultations under Regulations 18 and 19, the Council will use the following communication and engagement methods, as appropriate, to ensure as many people as possible can take part.

- a) Maintain a database of General, Specific and other consultees to be consulted at each stage and send notifications of consultations to everyone on the database by email or letter. The database may also be used to send updates or newsletters on the preparation of plan documents and other relevant information at other times.
- b) Run consultations for a minimum of six weeks. This may be extended where it is considered a longer period is appropriate or to allow for holiday periods.
- c) Make consultation documents and other relevant material available for inspection on and downloading from the County Council website throughout the consultation period. Documents will be retained on the website for future reference after the consultation period for as long as they continue to be relevant to preparation of the plan.
- d) Make consultations available through the County Council's consultation portal. People who have registered as being interested in consultations on this topic will be notified.
- e) Make consultation documents and other relevant material available for inspection at County Council offices throughout the consultation period. This may be extended to other locations such as city and district council offices, libraries and parish councils where this is considered appropriate.

4.14 Other methods of communication and engagement that may be used, as and when considered appropriate, include:

- a) Maintain up to date information on the preparation of plan documents on a dedicated webpage on the County Council website, including what plan documents are being prepared, the timetable for preparation, the

documents and other information available and details of when and how people can engage in the plan preparation process.

- b) Hold stakeholder group meetings or workshops to enable relevant organisations and other interested persons to consider, discuss and debate together issues, options or proposals at appropriate stages in the plan preparation process and provide direct input to the Council's work in preparing plan documents.
- c) Hold face to face meetings with organisations, individually or in sector groups, to discuss specific issues. Meetings with individuals may also be appropriate in certain circumstances.
- d) Attend, by invitation, open meetings organised by parish councils or local groups, subject to staff resources.
- e) Provide information about plan proposals and invite participation in consultations through the County Council's monthly e-newsletter "Your Oxfordshire".
- f) Place advertisements in local newspapers and issue other media releases.
- g) Produce and make available leaflets to provide non-technical information for a wider audience.
- h) Hold public exhibitions or roadshows at selected venues, either staffed to enable on hand explanation, discussion and feedback; or unstaffed small displays to provide general publicity or information.

4.15 The Council may use these methods of consultation, as considered appropriate. This will depend on the subject of the proposals, the affected communities, the issues raised, the level of public interest and the resources involved.

4.16 Any person may request a copy of a consultation document in order to participate. The Council will provide a copy as soon as is reasonably practicable, but may have to make a reasonable charge for the document.

4.17 Plain English will be used in all documents to ensure everyone who wishes to engage with the planning process can do so without confusion and misunderstanding. However, in some cases, it will be necessary to use specific or technical terminology or 'jargon'. Where this happens, we will endeavour to provide an easy to understand explanation in the document or on the website. Planning staff will be available by telephone during standard office hours to answer questions and provide relevant information during consultations.

Sustainability Appraisal

4.18 The Council will undertake Sustainability Appraisal (SA), where required, at each relevant stage of plan production. This is required by planning legislation and must also incorporate the requirements of the European Strategic Environmental Assessment Directive. SA integrates considerations of social, environmental and economic impacts into the plan preparation process by identifying and reporting on the likely effects of a plan and determining the extent that it will contribute to sustainable development.

4.19 Comments will also be invited on the SA process and reports, and SA documents will be made available alongside the related plan consultation documents.

Supplementary Planning Documents

4.20 The Council may, if necessary, also produce Supplementary Planning Documents (SPDs) related to the Minerals and Waste Local Plan. SPDs expand on policies or provide greater detail than can be included in a development plan document. Whilst they must undergo public consultation, they do not need to pass through all the stages required for development plan documents.

4.21 Prior to adopting an SPD, the Council must:

- Make relevant documents and material available for inspection at County Council offices and other locations that the local planning authority consider appropriate for a minimum four weeks consultation period; and
- Make relevant documents and material available for inspection on the County Council website for a minimum four weeks consultation period.

4.22 The County Council will do more than these minimum requirements when it is appropriate. The consultation period may be longer than 4 weeks, for example, where it overlaps with a public holiday or involves a particularly sensitive or controversial issue. The initial consultation on the form of the SPD would be undertaken using appropriate methods from those listed in paragraph 4.13 above.

4.23 The SPD would be adopted by the County Council following any necessary changes identified during the consultation period. SPDs are not subject to independent examination.

Providing feedback

4.24 At each stage of consultation on a local development document, following the consultation the Council will produce and publish a report on the comments and representations received. This may be in the form of a summary of the responses. We will also publish the Council's responses and any changes to be made to the document and/or actions to be taken. The Council will consider all the comments and representations received and will respond on the basis of the merits of the planning arguments and evidence put forward.

4.25 Where stakeholder group or face to face meetings are held, the Council will produce a summary report of the proceedings. This will be made available and will be sent to those who attended the meeting.

4.26 Reports of consultations and meetings will be published and made available on the Council's website and in hard copy (on request). The Council will seek to ensure wide a dissemination of this information so that it is available to interested organisations and individuals. The County Council reserves the right to make a charge for copies of reports in appropriate circumstances.

4.27 Where formal decisions have to be taken on a document or other material by the County Council as part of the plan preparation process, a report will be considered and a decision made by the Cabinet Member for Environment, the Cabinet, or the full Council as appropriate. This is in accordance with legal requirements and the County Council's constitution.

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5. Community Involvement in Planning Applications

5.1 The types of planning application that Oxfordshire County Council deal with are:

- Minerals development (for example quarrying)
- Waste development (for example landfill and incineration)
- Development which is to be carried out by the County Council itself (known as Regulation 3 development, for example applications relating to schools, libraries, youth centres or highways.)

All other planning applications are dealt with by the relevant District or City Council.

5.2 Different methods of engaging local communities will be appropriate depending on the scale and nature of the proposed development. Minerals and waste developments have the potential to affect a large number of people and are often contentious. Regulation 3 developments also have the potential to cause concern locally, although a higher proportion of these applications are small scale and do not provoke high levels of local interest. In all cases efforts will be made to inform, consult and engage the local community in applications which have been submitted to us for determination.

5.3 The appropriate level of notification and consultation will be determined in relation to the characteristics of each planning application and we aim to be flexible in our approach to community involvement in order to ensure that we can involve the public appropriately on the range of different applications which we determine.

5.4 There are minimum statutory requirements for notification and consultation in relation to planning applications, which we will meet in every case. Notwithstanding the need to be flexible to respond to the circumstances of individual applications, we seek to ensure that communities are involved in a consistent and meaningful way on every application and therefore minimum levels of community involvement, which exceed the statutory minimum, will be met for each planning application determined by Oxfordshire County Council. Specifically, we will write to the occupants of any nearby properties for all planning applications, not just in relation to the types of planning applications where this is a requirement. Details of the statutory minimum requirements and our additional commitments in relation to notification and publicity are provided in Table 1 below.

5.5 Each planning application will be assigned to a named case officer and their contact details will appear on consultation letters and on the internet. This will ensure that the local communities know who to speak to about any planning application in their area. The case officer will use the local County Councillor and Parish/Town Councils as appropriate to reach the wider local community, however, they will also be available to respond to individual members of the public throughout the application process.

Table 1 – Notification and Publicity for Planning applications

Planning Application Type	Statutory minimum	What OCC will additionally do
<p>'Major' planning applications;</p> <ul style="list-style-type: none"> - all minerals applications - all waste applications - applications with a site area over 1 hectare - applications to create 1000sq m or more floorspace 	<ul style="list-style-type: none"> - A notice must be placed in a local newspaper <p>And either:</p> <ul style="list-style-type: none"> - At least one site notice must be displayed for at least 21 days near the application site, or - any adjoining owner or occupier should be notified; And: 	<p>A site notice will be put up for every application to meet the statutory minimum and additionally notifications will be sent to neighbouring properties – within 150 metres for minerals and waste development and those considered likely to be affected by the development for other major planning applications.</p>
<p>Planning applications which:</p> <ul style="list-style-type: none"> - are accompanied by an EIA, or - which are a departure from the development plan, or - which would affect a public right of way 	<ul style="list-style-type: none"> - At least one site notice must be displayed for at least 21 days near the application site; and - a notice must be placed in a local newspaper 	<p>Notifications will be sent to neighbouring properties – within 150 metres for minerals and waste development and those considered likely to be affected for other planning applications.</p>
<p>Planning applications which would affect the setting of a Listed Building, or the character or appearance of a Conservation Area</p>	<ul style="list-style-type: none"> - At least one site notice must be displayed for at least 21 days near the application site; and - A notice will be placed in a local newspaper 	<p>Notifications will be sent to neighbouring properties – within 150 metres for minerals and waste development and those considered likely to be affected for other major planning applications.</p>
<p>All other applications</p>	<p>Either:</p> <ul style="list-style-type: none"> - At least one site notice must be displayed for at least 21 days near the application site, or - adjoining owner or occupier to be notified 	<p>A site notice will be put up for every application to meet the statutory minimum and additionally notifications will be sent to any neighbouring properties considered likely to be affected by the development.</p>

Flexibility in notification and publicity depending on proposals

5.6 150 metres is our standard neighbour notification zone. However, this will be increased as considered appropriate for individual applications. A wider area for neighbour notifications may be appropriate depending on the circumstances, for example in order to include a neighbouring property amongst a group of properties when the others are consulted, or when there is a clear line of sight between a property and a proposed development.

5.7 Although only one site notice is required, we will increase the number of site notices where appropriate, taking into account the size of the site, any public access to the site and the locations where people are mostly likely to see a site notice.

Consultations

5.8 In addition to notifying neighbours and publicising applications through notices on site and in newspapers, we will write directly to consultees to seek their views on planning applications. Some consultees must be consulted as a statutory requirement. However, we will also maintain a list of other bodies and organisations who wish to be consulted on certain applications and consult them as appropriate. We will consult the relevant Parish and District Council on every planning application. Appendix 3 contains a list of consultees who will be consulted as appropriate when considering planning applications.

Other application types

5.9 In addition to planning applications, there are a number of other types of application on which we make decisions which can affect local communities. In many cases there is no statutory requirement to notify the public or to hold consultations. However, we will seek the views of the public as appropriate as set out below.

Details Pursuant applications

5.10 When planning permission is granted it is usually subject to conditions, some of which may require the submission of further details. These submissions are known as details pursuant applications. There is no statutory requirement to publicise, provide notification or consult on these details before approving them. However, we will seek to engage the local community in the approval of details pursuant in cases where it is considered that their views would be valuable. For example, if a planning condition was added to the consent at the suggestion of a consultation body such as a Parish Council we would usually consult that body on the details once they were submitted. When a details pursuant submission is approved we will publish the submission on our website and anyone who was consulted on the submission will be notified of its approval.

Non-material amendment applications

5.11 Planning permissions may be amended by a non-material amendment application, also known as a Section 96a application. By definition this type of application can only be used to approve changes to the development which are not considered to be material in the context of the approved development. If the proposed changes were to lead to a greater impact on neighbours we would request

that the changes should be applied for through a planning application rather than a non-material amendment application. Therefore, there are no statutory requirements for notification, publicity or consultation. However, although this is unlikely to be necessary in the majority of cases we will consult Parish Councils and other consultees as considered appropriate in cases where the main development or the part of the development to which the proposed amendment relates was particularly controversial or otherwise likely to generate a high level of interest amongst the public. In all cases Parish Councils and local County Councillors will be notified when non material amendment applications are approved.

Certificate of Lawfulness applications

5.12 We also deal with two types applications to determine whether a development is lawful – applications for a Certificate of Lawfulness of Existing Use or Development (CLEUD) and applications for a Certificate of Lawfulness of Proposed Use or Development (CLOPUD.) We are the determining authority when the development in question relates to minerals or waste. There is no statutory requirement to publicise, notify or consult on these applications and they must be determined on the basis of the evidence, rather than the impact they would have on local communities or compliance with planning policy.

5.13 CLEUD applications are made when an applicant wishes to establish whether a use or development which they are already carrying out is lawful. Evidence of the existence of the development or continuation of the use for a number of years is often very important to the determination. The applicant will usually submit evidence to demonstrate that the use or development has been ongoing for a number of years. Therefore engagement with the local Parish and District Council can be important as they might have evidence either to support or refute the applicant's claims regarding the length of the use or development. We will therefore usually consult Parish and District Councils on these applications. Other consultees will also be included where they might also have useful evidence.

5.14 CLOPUD applications relate to a development or use that has not yet taken place and therefore historical evidence is not required. The decision must be made on the basis of the legal situation. In all cases the Parish Council would be notified of the decision, however in the majority of cases there would be no consultation during the course of processing the application.

Review of Old Mineral Permissions

5.15 Mineral permissions with long timescales are subject to a regular review of the conditions to ensure that the site is worked with modern conditions. The timing of this is at our discretion, but is usually every 15 years. Although in these cases the principle of the development has been accepted, it is important to ensure that any new planning conditions which are attached adequately protect communities and the environment. Therefore, we will engage the public and consult on these applications as if they were planning applications, seeking the views of all interested parties.

Requests for an EIA Scoping Opinion

5.16 Before submitting a planning application an applicant might request a formal scoping opinion from us. This is where we set out what should be covered by an Environmental Impact Assessment to accompany the application. We will consult statutory consultees as required and also extend this to non-statutory consultees as considered appropriate. We will include Parish Councils in consultations on Scoping requests.

Requests for further information to accompany a planning application

5.17 During the course of consulting on a planning application it sometimes becomes clear that further information about the proposals, or the effects of the development, is necessary before the application can be determined. Similarly, the applicant may choose to amend their proposals in response to comments made during the consultation period.

5.18 In these cases we will re-consult as appropriate, depending on the scale and materiality of any amendments to the proposals. If the further information has been submitted further to a consultation response then the body that provided that information will be consulted on the further information.

5.19 If further information is requested in relation to the Environmental Statement, under Environmental Impact Assessment Regulations, then there are statutory requirements for letting people know about the submission of the additional information and we will meet all statutory requirements and also consult all parties who were consulted on the original application or who had responded to the consultation.

Additional methods of community engagement

5.20 There are further ways of involving communities which are not necessary for every application, but may be appropriate in certain cases due to the scale and complexity of the proposals or the sensitivity of the site. These may include public meetings, one to one meetings with stakeholders and newsletters sent to properties close to an application site to update on the progress of a high profile planning application. Often this is primarily the responsibility of the applicant, particularly at pre-application stage. However, it is likely that there will be occasions where it is appropriate for the planning authority to engage the community in these ways.

5.21 It is after a planning application has been determined and the permission implemented that local communities experience the main impacts of a development. In the case of minerals and waste in particular, the impacts may change over time as the development reaches different stages and different parts of the site become operational. On sites where it would be useful we will use informatives on the planning permission to request operators to set up and attend local liaison meetings. These will provide a forum for engagement with the community throughout the life of a development. The frequency and attendees for these meetings will depend on the specific details of the development and site, and is usually established at the initial meeting. In most cases it will be appropriate for a representative from OCC development management planning team to attend to advise on planning matters

and share information with the community about the outcome of ongoing monitoring visits.

5.22 Different parts of the community will benefit from different methods of engagement. For example some people may not have internet access, or much spare time, or any pre-existing knowledge of how the planning system works. We will be sensitive to the differing requirements of different groups of people and offer a range of engagement methods to ensure that no groups are discouraged from taking part on the process. Consideration will be given to ensuring that 'hard to reach' groups, who might be difficult to engage using traditional methods, are included.

Information on the website

5.23 The Oxfordshire County Council website is an important way of sharing information about planning applications with the public. It allows for large volumes of information to be viewed by anyone who is interested and for new information to be shared quickly. There is a statutory requirement to publish information on the website for all planning applications. However, we will publish additional information on our website for each planning application to allow the public to easily access full application details. Table 2 below sets out the application details which we will publish online.

5.24 In addition to using the website to publish information, users are able to use the online system to submit comments on planning applications if they wish, which many find more convenient than posting comments. This ensures that the website facilitates engagement with local communities, as well as simply providing information.

5.25 Some people may not be able to access information over the internet, or find it difficult. All information published on the website is available to view using computers at Oxfordshire County Council libraries for those who do not have their own internet access. We will also keep a paper copy of every application at our Oxford offices for public inspection by appointment during office hours to ensure that people who find using computers difficult can still access information in order to engage with the planning process.

Table 2: Information available on County Council website	
Information on website	
Statutory minimum requirements	What the County Council will additionally publish on the website for every application
<ul style="list-style-type: none"> - the address or location of the proposed development; - a description of the proposed development; - the date by which any representations about the application must be made, which shall not be before the last day of the period of 14 days beginning with the date on which the information is published; - where and when the application may be inspected; - how representations may be made about the application. 	<ul style="list-style-type: none"> - the application documents and plans - consultation responses as they are received - the date the application was received and the date it was validated - the District and Parish Council area and division which the site is in - details of the applicant - a list of those consulted - decision notice - EIA screening and scoping opinions (also online at the pre-application stage, if requested before an application is submitted.)

Letting people know how we have taken their views into account

5.26 It is important that the public can see how their views have been taken into account in the process of determining a planning application. Either a delegated or committee report is written for each planning application determined and each report will set out a summary of the points raised during the consultation period and will also address those points. If applications are taken to committee for decision, objectors are able to address the meeting. Once a decision is made the decision notice is available on the website.

Encouraging applicants to engage with communities

5.27 We will do what we can to facilitate meaningful public engagement with the planning process. However, the applicant also has an important role, especially at pre-application stage. Where a proposal is likely to have an impact on local communities, we encourage applicants to liaise with those communities as early as possible. By engaging the public prior to formally submitting a planning application, there is more scope for the details of the proposals to be adjusted to take into account local views. The applicant also has a role in helping the public to fully understand proposals, as having a good knowledge of what is being proposed is essential for effective participation in the consultation process.

5.28 Our validation requirements for planning applications require that where an application meets the criteria set out in Table 3, developers must submit their own Statement of Community Involvement demonstrating how they have complied with our requirements for pre-application consultation.

5.29 For the application types set out in Table 3, applicants must show that they have actively engaged communities which may be affected by the development and how the views emerging from that engagement have affected the final proposals. We do not wish to be prescriptive about the best methods for applicants to use to engage the community as this will vary depending on the proposed development. However, exhibitions and presentations to local meetings can be very effective in explaining a development and sending out written information can be a useful approach in ensuring that a large number of people are aware of a proposal.

5.30 Applicants will need to carefully consider the timescales for public engagement to ensure that views and suggestions which emerge from the process can be taken into account in formulating the final design of the development.

Table 3 – Developments requiring pre-application engagement by the applicant

Waste Applications	<ul style="list-style-type: none"> • Applications for disposal of degradable wastes with a capacity of 500,000 tonnes or more and/or a disposal life of 10 years or more; • Applications for a waste processing plant having a throughput of 100,000 tpa or more; • Applications for the disposal to land of air pollution control residues (APCRs) from the incineration of waste for periods in excess of five years; • Applications for new developments;
Mineral Applications	<ul style="list-style-type: none"> • Application for a new quarry ; • Applications for extensions of existing quarries of 25 hectares and/or with a production capacity of 250,000 tpa or more;
Other Applications	<ul style="list-style-type: none"> • School or other education establishment with six classes per year group on a greenfield site and with significant transport implications; • Road proposal with a length of 2km or more in an urban environment or a length of 5km or more in a rural environment and all bypasses.

6. Monitoring and Review of the Statement of Community Involvement

6.1 The County Council will monitor the implementation of the Statement of Community Involvement and will include this as part of its Annual Monitoring Report. It will use feedback from stakeholders, community groups and others as well as evidence from consultations and involvement on local plan documents and planning applications. The results will be used to review and where necessary update the methods of community involvement and other procedures.

6.2 Monitoring of the Statement of Community Involvement will include assessing:

- Whether it sets out the processes of engagement and consultation in a relevant and accessible way;
- Whether it ensures effective involvement of the community;
- Whether it includes appropriate engagement and consultation techniques;
- Whether there have been significant changes to regulations or guidance; and
- Whether it accords with the County Council's principles of consultation.

6.3 If significant change is needed to the Statement of Community Involvement, a review will be carried out.

Appendix 1: Statutory Requirements for Consultation on Local Plans

A1.1 The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the statutory requirements for consultation on local plans. In particular Regulations 18 and 19 specify what must be done at the plan preparation and plan publication stages.

A1.2 Under **Regulation 18** on preparation of a local plan states that a local planning authority must:

- a) notify each of the following of the subject of a local plan which the local planning authority propose to prepare: specific consultation bodies; general consultation bodies; and such residents or other persons carrying on business in the local planning authority's area from which the local planning authority consider it appropriate to invite representations; and
- b) invite each of them to make representations to the local planning authority about what a local plan with that subject ought to contain;
- c) in preparing the local plan, take into account any representations made to them in response to those invitations.

Specific and general consultation bodies are defined in the Regulations and are listed in Appendix 2.

A1.3 Under **Regulation 19**, before submitting a local plan to the Secretary of State for independent examination, the local planning authority must:

- a) make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35; and
- b) ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18.

A1.4 **Regulation 20** on representations relating to a local plan states that:

- a) Any person may make representations to a local planning authority about a local plan which the local planning authority propose to submit to the secretary of State.
- b) Any such representations must be received by the local planning authority by the date specified in the statement of representations procedure.

Appendix 2: Consultation Bodies and other Consultees in the Preparation of Local Plans

A2.1 The specific and general consultation bodies listed below are drawn from The Town and Country Planning (Local Planning) (England) Regulations 2012. These bodies will, as the Council considers appropriate, be consulted at the different stages in the preparation of the Minerals and Waste Local Plan.

Specific Consultation Bodies

- The Coal Authority
- The Environment Agency
- English Heritage
- the Marine Management Organisation
- Natural England
- Network Rail
- Highways Agency,
- Parish, Town and District Councils within Oxfordshire
- Parish, Town, District, Unitary and County Councils adjoining Oxfordshire
- Police and Crime Commissioner within Oxfordshire
- Police and Crime Commissioner adjoining Oxfordshire
- Any person to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003
- Any person who owns or controls electronic communications apparatus situated in Oxfordshire
- Primary Care Trust exercising functions in Oxfordshire
- Any person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989
- Any person to whom a licence has been granted under section 7(2) of the Gas Act 1986
- Sewerage undertakers
- Water undertakers
- Homes and Communities Agency

General Consultation Bodies

- Voluntary bodies some or all of whose activities benefit any part of Oxfordshire
- Bodies which represent the interests of different racial, ethnic or national groups in Oxfordshire
- Bodies which represent the interests of different religious groups in Oxfordshire
- Bodies which represent the interests of disabled persons in Oxfordshire
- Bodies which represent the interests of persons carrying on business in Oxfordshire

A2.2 A more detailed list of these organisations, together with other organisations and groups (see list below) and individuals who have expressed a wish to be kept informed about the preparation of the Minerals and Waste Local Plan, will be maintained and updated by the County Council. This will provide the basis for consultation at the different stages of preparation of the plan.

Other Organisations and Groups that may be Consulted

- Age UK;
- Airport operators;
- Areas of Outstanding Natural Beauty:
- North Wessex Downs AONB Partnership;
- Cotswold Conservation Board;
- Chilterns Conservation Board;
- British Geological Survey;
- Canal and River Trust,, canal owners and navigation authorities;
- Centre for Ecology and Hydrology;
- Chambers of Commerce, Local CBI and local branches of Institute of Directors;
- Church Commissioners;
- Civil Aviation Authority;
- Crown Estate Office;
- Design Council
- Diocesan Board of Finance;
- Disabled Persons Transport Advisory Committee;
- Electricity, Gas, and Telecommunications Undertakers, and the National Grid Company;
- Environmental groups at national, regional and local level, including:
 - Campaign to Protect Rural England;
 - Friends of the Earth;
 - Royal Society for the Protection of Birds; and
 - Berkshire, Buckinghamshire & Oxfordshire Wildlife Trust;
- Equality and Human Rights Commission
- Fire and Rescue Services;
- Forestry Commission;
- Freight Transport Association;
- Gypsy Council;
- Health and Safety Executive;
- Home Builders Federation;
- Civic Societies;
- Community Groups
- Residents Associations
- Local Transport Authorities
- Local Transport Operators;
- Local Liaison and Action Groups;
- National Playing Fields Association;
- Police Architectural Liaison Officers/Crime Prevention Design Advisors;

- Post Office Property Holdings; ?
- Rail Companies and the Rail Freight Group;
- Road Haulage Association;
- Sport England;

A2.3 The Town and Country Planning (Local Planning) (England) Regulations 2012 also sets out the bodies that are prescribed for the purposes of the duty to co-operate, as listed below.

Duty to Co-operate Prescribed Bodies

- Environment Agency
- English Heritage
- Natural England
- Mayor of London
- Civil Aviation Authority
- Homes and Communities Agency
- Primary Care Trusts
- Office of Rail Regulation
- Transport for London
- Integrated Transport Authorities
- Highway Authorities
- Marine Management Authority
- Local Enterprise Partnerships
- Local Nature Partnerships

Appendix 3: Bodies and Persons who will be Consulted as Appropriate in the Consideration of Planning Applications

A3.1 Consultation arrangements for planning applications are as set out in Part 3 and Schedule 5 of The Town and Country Planning (Development Management Procedure) (England) Order 2010. This sets out a number of consultees who must be consulted if certain criteria are met. These are set out below and will be consulted in line with the requirements of the legislation.

Statutory Consultees

- Health and Safety Executive
- Highways Agency
- Rail network operators
- Local Highway Authority
- The Coal Authority
- Environment Agency
- English Heritage
- Natural England
- The Theatres Trust
- Defra
- Department for Culture, Media and Sport
- Department of Energy and Climate Change
- Sport England
- The Canals and River Trust
- Toll Road Concessionaires
- Crown Estate Commissioners
- Forestry Commission
- Garden History Society
- City and District Councils
- Parish and Town Councils

A3.2 Additional consultees for each application will be selected from the lists of bodies in Appendix 2 above, as appropriate.

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CABINET – 15 JULY 2014

EXTERNALISATION OF BACK OFFICE/SCHOOL FACING SERVICES – NEXT STEPS

Report by the Chief Executive

Introduction

1. In April 2014, Cabinet agreed to suspend the procurement process for the outsource of Finance and HR back-office services and the Joint Venture for School Improvement and related support services for schools. It also agreed to commission a full business case for Oxfordshire with a view to joining the Hampshire IBC partnership and creation of a new partnership with Hampshire for Education services.
2. Work is progressing on developing a new partnership for Education Services across both County Councils. An update on progress with this partnership will be brought to Cabinet in September 2014.

Progress to date

3. Following receipt of an outline business case from Hampshire County Council in April 2014 and the subsequent Cabinet decision, detailed discussions have taken place with Hampshire which have enabled the development of a full business case for Oxfordshire to join the existing partnership for the delivery of back office services.
4. The dialogue with Hampshire has led to some changes to the services in scope for the partnership arising due to differences in processes and practices between the two organisations. The services which will not form part of the partnership at this stage are most of the Specialist Payments team and the Financial Assessment team, together with some small elements of several other teams. Further consideration will be needed to determine where these services will sit in the structure of Oxfordshire County Council recognising the link between other programmes such as the Adult Social Care Improvement Programme (ASIP). The scope of services that are proposed to join the partnership are set out in Annex 1.
5. The business case is based on a go-live date of 1st July 2015. An implementation plan has been drafted and subject to Cabinet agreement will commence on 1st August 2014.
6. Key features of the partnership arrangement include:
 - Services will be delivered from the existing Integrated Business Centre (IBC) in Winchester (a small number of specialist posts in schools finance and schools HR will remain located in Oxfordshire)

- Staff working in the partnership will all be Hampshire County Council employees
 - Oxfordshire staff who choose to, will TUPE¹ to Hampshire County Council employment
 - Where there are insufficient staff transferred to meet the staffing required in the partnership, Hampshire IBC will recruit directly
 - The partnership is concerned with operational delivery. Strategy and Policy remain with Oxfordshire County Council
 - HR and Finance services will be available to Oxfordshire maintained schools through the partnership. Academies will be able to purchase services directly from Hampshire County Council.
7. There will be a partnership management function within Oxfordshire County Council² that will oversee the performance of the IBC as well as monitor and take action on identified risks.

Partnership Governance and Legal Implications

8. The existing Hampshire partnership is legally underpinned by an unincorporated public to public partnership. This enables each public body to jointly deliver and share the benefits of shared services between themselves.
9. Oxfordshire County Council will join the Hampshire partnership as an operational partner through a co-operation agreement. Key points in this relationship are:
- Oxfordshire County Council will not be a strategic partner, contributing investment and will therefore not have a vote in partnership affairs. The partnership will also develop a short list of Reserved Matters at the early stages of mobilisation through which OCC can directly influence decision making through the Strategic Board. These will primarily relate to key issues affecting the overall validity of the partnership.
 - Reserved matters would include, for example, future outsourcing of activity from the IBC; admission of new partners (operational or strategic).
 - Fundamentally, strategic decisions cannot impact on the rights and operations of operational partners (such as Oxfordshire).
 - This will be a fully collaborative partnership where partners play different roles in end to end service delivery with all partners having responsibility to perform.
 - Oxfordshire County Council will retain influence and control on the partnership through an operational forum which provides a basis for consultation and the exercise of influence in the management of the overall joint working arrangements.

¹ ¹ TUPE – Transfer of Undertakings (Protection of Employment) Regulations

² Met from within existing resources

Change Management

10. Joining an existing partnership where processes are standardised to achieve maximum efficiency will require changes to ways of working in Oxfordshire. The partnership maximises the use of self-service and digital delivery beyond our current self-service offering. The self-service functions will be accessible both through mobile devices and from the desktop.
11. The HR self-service will be expanded to include absence management. The IBC is also developing self-service for performance and appraisal management which will be rolled out in due course. For Finance & Purchase-to-pay functions, there will be changes in how cost centre managers, requisitioners and approvers interact with the existing tools³ and the related support arrangements.
12. Changes in processes will require training for all managers in Oxfordshire County Council. A training programme will be devised in collaboration with Directorates as part of the implementation plan.

Financial Implications

13. The Medium Term Financial Plan (MTFP) includes savings for Oxfordshire Customer Services of £3m, £2.5m of which is to be achieved in 2015/16. Of this, the target saving for HR and Finance through externalisation is £0.681m.
14. One off transitional costs are expected to be in the region of £6m, most of which was anticipated in the original business case including an estimated £2.2m for redundancy and pension strain costs, mobilisation costs of £1.5m and the costs of ICT investment and transition costs of £1.0m. Broadly similar costs would be incurred if alternative business models, such as an outsourcing, were adopted.
15. ICT Services will cost more than our current baseline mainly due to the enhanced operational IT infrastructure needed to deliver a more automated service, plus the on-going operational contribution needed to ensure SAP is upgraded as necessary. Although savings related to SAP support costs should be realised, general ICT infrastructure costs may increase.
16. HR/Finance savings set out in the full business case are within the range expected from the market and the target saving of £0.681m can be achieved by joining the partnership, even after the additional cost of ICT. However, as set out in paragraph 23 below, the partnership works on a cost share basis. As such there is no mechanism for guaranteeing future savings.
17. Further savings from the restructuring of services now out of scope, as well as a restructuring of the OCS management team, will help to realise the full

³ The partnership uses both SAP Business Planning and Consolidation and SRM

savings required of £3m. Joining the partnership will also enable the realisation of savings in the MTFP arising from the Asset Rationalisation programme.

18. There is an expectation that further savings will be achieved beyond those in the full business case through the addition of new partners and further process improvements. The partnership is also envisaged to be progressive and there will be opportunity to transfer further services into the partnership by agreement beyond the 1st July 2015 joining date.

Staffing Implications

19. Where services are in scope for transfer to the partnership, staff will TUPE to Hampshire County Council employment and will be based in the Integrated Business Centre in Winchester. A small number of posts in schools finance and schools HR will remain located in Oxfordshire.
20. Given the distance from Winchester, there is no requirement for our employees to transfer to the IBC in Winchester. If staff choose to TUPE they will be eligible for relocation support under this Council's existing arrangements. If staff choose not to transfer to the partnership, redeployment elsewhere within the County Council will be agreed where possible. New arrangements will be in place across the Council from September 2014 to ensure that all vacancies, as they occur, are made available as redeployment opportunities wherever possible. However, if redeployment is not available then, subject to conditions, redundancy may be necessary.
21. If Cabinet agrees the recommendation to join the partnership, then a full staff consultation will commence in the autumn of 2014. The final position on staff choices, redeployment and redundancies would not be clear until March 2015.
22. A total of around 140 posts are in currently in scope for transfer to the partnership. The maximum redundancy costs if no staff choose to TUPE to Hampshire would be approximately £1.4m plus estimated pension strain costs of approximately £0.8m.

Risk Management

23. As part of the on-going discussion with Hampshire, the risks relating to the development of the partnership arrangement have been fully explored and are reviewed regularly.
24. There are some considerations that are specific to the Hampshire partnership that need to be understood in relation to risk:
 - The partnership works on a cost share basis. As such there is no mechanism for guaranteeing the saving set out in the full business case, or for controlling cost increases. However, as costs will be distributed to all partners there will be an incentive to drive improvements to reduce costs.

- As the Hampshire IBC has only been operational since April 2014 there is no track record of successful delivery of services. However, due diligence has been undertaken on the financial and business model from the original partnership which has provided some assurance that the operations should be robust.

RECOMMENDATIONS

25. The Cabinet is RECOMMENDED to:

- (a) agree to join the Hampshire partnership as an operational partner for the provision of back office support services with an expected go-live date of 1st July 2015.
- (b) note that a report will be brought to Cabinet in September 2014 setting out the progress made towards a business case for a second partnership with Hampshire concerning a range of school improvement and support services.

JOANNA SIMONS
Chief Executive

Background papers: Cabinet 15 October 2013 – Item 8
Cabinet 15 April 2014 – Item 8

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

Steve Munn, Chief HR Officer
Tel: (01865) 815191

Graham Shaw, Deputy Director, OCS
Tel: (01865) 797228

July 2014

Services in scope for partnership with Hampshire

Finance

Technical Team (Tax)
Finance Service Desk
Banking & Control
Accounts Payable
Income Team
Central Buying Team
Specialist Payments (part)

HR

Pay & Employment Information (Directorates)
Payroll Control
Data Management & Reporting
Resourcing
HR Vetting & DBS
Learning & Development Administration
HR Advice & Helpdesk

Education Support Service

Schools Pay & Employment Information (Schools)
Schools Finance
Schools HR

A small number of posts within the existing OCS operations will transfer to the Corporate HR & Finance teams or Directorates

CABINET – 15 JULY 2014

Modification to Approved Alteration of Age Range at St Edburg's CE (VA) Primary School, Bicester

Report by Director for Children's Services and the Governing Body

Introduction

1. This report seeks a modification to part of a proposal previously approved by Cabinet on 17 July 2012, as set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013.
2. The approved prescribed alteration is to expand St Edburg's CE (VA) Primary School in Bicester from 1 to 2 form entry, and to alter the lower age range to admit 3 year olds into a nursery class. As part of the alterations, the school is to relocate to the new Kingsmere housing development in SW Bicester, and become its designated area school in a new purpose-built building. The implementation date for this was approved as September 2014.

The Proposal

3. The new school will be commissioned and delivered by the Oxford Diocesan Board of Education. Due to delays in beginning the construction of the new school building, the county council has now received confirmation from the Governing Body of St Edburg's CE (VA) Primary School that its nursery class will now open in September 2015. (See **Annex 1** for the confirmation letter).
4. As the school is still located in its original buildings, there is no accommodation available to enable the opening of the new nursery class. The implementation date of this part of the approved alterations must therefore be delayed until the new school building is in use.
5. Under the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, the proposer of alterations, in this case the Governing Body, can seek modifications from the decision-maker before the approved implementation date. This is the function of this report to Cabinet.
6. Until the new nursery class can open, 1st and 2nd Step Pre School (located on the existing school site) will continue to operate, in order to continue to provide childcare for these younger children. Upon the opening of the new nursery class, the Pre School currently plans to close.

Decision

7. In considering the proposals for a school expansion, the Decision Maker can decide to:
- Reject the proposals;
 - Approve the proposals;
 - Approve the proposals with a modification
or
 - Approve the proposals subject to them meeting a specific condition (see the Guidance).

RECOMMENDATION

- 8. The Cabinet is RECOMMENDED to approve the modification to the implementation date of the approved alteration of age range at Edburg's CE (A) Primary School, Bicester.**

JIM LEIVERS

Director for Children's Services

Annexes: Annex 1: Letter from Governing Body of St Edburg's CE (VA) Primary School

Contact Officer: Diane Cameron – School Organisation Officer, School Organisation & Planning, CEF. Tel: 01865 816445

July 2014

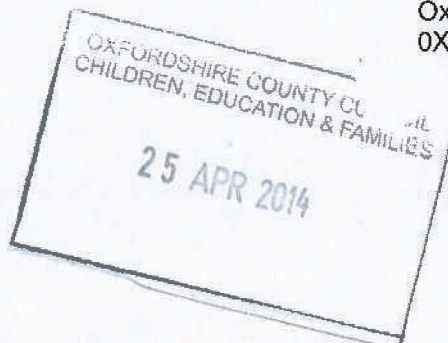
St Edburg's Church of
England (VA) Primary School



Acting Head Teacher: Mrs Margaret Kunzer
Acting Deputy Head Teacher: Mrs Fiona Lyford
Tel: (01869) 252393
Fax: (01869) 244122
E-mail office.3505@ocnmail.net

St Edburg's School
Cemetery Road
Bicester
Oxon
OX26 6BB

24th April 2014



Oxfordshire County Council
Admissions Team
Children Education and Families
County Hall
New Road
Oxford
OX1 1ND

Dear Sirs

Re: St Edburg's C of E Primary School – Bicester - Nursery Provision.

As Chair of Governors I write to confirm that it is not now the intention of the School to offer nursery places on it's current site, from September 2014.

It is however, our aim to provide such places once the school relocates to the Kingsmere Estate and would look to serve notice to that effect to the Authority and other local partners, once construction work is underway.

Based on the latest information and construction programme we anticipate being able to open our nursery from September 2015.

Yours Faithfully

Chair of Governors
St Edburgs C of E Primary School

Cc: 1st and 2nd Step Pre School.

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Division(s):

CABINET –15 JULY 2014

New School for Barton: report on selection process for approved providers and approval of Preferred Option

Report by Director for Childrens' Services

Introduction

1. The Cabinet meeting of 4 September 2012 approved a process for the identification of sponsors for new academies to meet the needs of population growth such as the one at Barton, Oxford.
2. The approved specification for Barton sought providers for a new 1.5 form entry primary school.
3. The specification did not impose restrictions on the nature of provider – e.g. faith organisations, or existing providers – given that the local consultation was inconclusive on these issues.
4. The specification invited interest from providers able and willing to work with the county council to promote inclusive opportunities for the most vulnerable children and have a strong focus on equalities, early intervention, and supporting the needs of the local community

Background

5. The agreed process has now completed the following stages:
 - i. Assess expressions of interest and then invite detailed bids from three or fewer providers to show clear plans of how they will contribute to the raising of education standards, add diversity of choice and which best fits the local requirements and meets the needs of those within groups offered specific protection under s149 Equality Act 2010.
 - ii. Assess bids against criteria and rank in order of preference. Agree a preferred option to be approved by Lead Member for Children, Education and Families or Cabinet as appropriate. As this is the third time this process has been applied it has been brought to Cabinet.
6. Two expressions of interest were received. These were assessed according to criteria derived from the Department for Education (DfE) Academy / Free school presumption paper February 2014 and also from the council's specification document for Barton previously agreed by Cabinet. A scoring system was used to assess the strongest applications. As there were only 2 applications and both scored well in some areas they were both shortlisted
7. The shortlisted providers were:

Chapel Street Community Schools Trust. This organisation opened the Tyndale Community School (a Free School) in Oxford City in September 2013. It has opened two other free schools and sponsored two failing primary schools in London and the North West. None of these schools have yet been open long enough to have been inspected by Ofsted. The bid was submitted in partnership with the Oxford Diocesan Board of Education and the Headington Baptist Church.

Cheney School Academy Trust. Cheney School has been judged Good by Ofsted in its last 2 inspections. It has been approved as a sponsor for Bayards Hill Primary School which serves the existing Barton community. Bayards Hill will join the Cheney Academy Trust in October. The new school will be in Cheney's designated area for admissions.

8. The shortlisted providers were asked to complete a more detailed application form and make a presentation to a panel consisting of officers and the Cabinet member for Children Education and Families. The member for Barton and representatives from Oxford City Council and the Developer were also invited to be present. The providers were again scored against specified criteria.
9. The highest scoring provider was the Cheney School Academy Trust

Financial and Staff Implications

10. There are none arising directly from this report. However once an approved sponsor has been confirmed by the Secretary of State there will be a need for significant and on-going liaison with council officers.

RECOMMENDATION

11. **The Cabinet is RECOMMENDED to approve the Cheney School Academy Trust as the preferred provider to be submitted to the Secretary of State for Education for final agreement.**

JIM LEIVERS

Director for Children's Services

Background papers: Cabinet paper – 21 May 2013

Contact Officer: Charlotte Christie, Academies and Collaborations Co-ordinator
01865 328567

June 2014

Division(s):

CABINET – 15 July 2014

New Primary School for Bicester: report on selection process for potential providers and approval of Preferred Option

Report by Director for Childrens' Services

Introduction

1. The Cabinet meeting of 4 September 2012 approved a process for the identification of sponsors for new academies to meet the needs of population growth such as the one at North West Bicester.
2. The approved specification for Bicester sought a provider for a new two-form entry primary school in the eco development to the North West of Bicester.
3. The specification did not impose restrictions on the nature of provider – e.g. faith organisations, or existing providers – given that the local consultation was inconclusive on these issues.
4. The specification invited interest from providers able and willing to work with the county council to promote inclusive opportunities for the most vulnerable children and have a strong focus on equalities, early intervention, and supporting the needs of the local community.

Background

5. The agreed process has now completed the following stages:
 - i. Assess expressions of interest and then invite detailed bids from three or fewer providers to show clear plans of how they will contribute to the raising of education standards, add diversity of choice and which best fits the local requirements and meets the needs of those within groups offered specific protection under s149 Equality Act 2010.
 - ii. Assess bids against criteria and rank in order of preference. Agree a preferred option to be approved by Lead Member for Children, Education and Families or Cabinet as appropriate. As this is only the second time this process has been applied it has been brought to Cabinet.
6. Four expressions of interest were received. These were assessed according to criteria derived from Department for Education (DfE) Academy / Free school presumption paper February 2014 and also from the council's specification document for Bicester previously agreed by Cabinet. A scoring system was used to assess the strongest applications. As all 4 providers achieved high scores in some but not all areas, at this initial stage all 4 were taken through to the shortlist.

7. The four shortlisted providers were:

The Bicester Learning Academy. This is the academy trust containing The Cooper School and Glory Farm Primary school. The Trust is due to be established in July 2014. It is an essential criterion that the proposed providers have been formally assessed and approved by the DfE as a sponsor before they could be considered. The Secretary of State indicated that the Bicester Learning Academy would not be agreed as a sponsor within the required timeframe and therefore the application was withdrawn.

Chapel Street Community Schools Trust. This organisation opened the Tyndale Community Free School in Oxford City. It has opened two other free schools and sponsored two failing primary schools in the last two years in London and the North West. The bid was submitted in partnership with the Oxford Diocesan Board of Education and the Bicester Community Church.

National Education Trust. This organisation has a strong record of providing school improvement services. In the last 18 months it has sponsored 2 failing primary schools in the South East. The bid was submitted in partnership with the 'Learning through Landscapes' organisation which has a nationally recognised track record of working with schools to enhance and use the outdoor learning environment.

The White Horse Federation. This organisation originated from a group of outstanding schools in Swindon. It currently has 7 schools with a further 2 to join in September in the Swindon and Wiltshire area. The group contains primary, secondary and special schools. It opened a new primary school in 2012. It has established a strong record of improvement in all of its schools. Those which were failing have rapidly improved to good and several are outstanding.

8. The shortlisted providers were asked to complete a more detailed application form and make a presentation to a panel consisting of officers and the Cabinet member for Children Education and Families. An officer from Cherwell District Council with a particular responsibility for the eco –town development was also invited. The providers were again scored against specified criteria.

The highest scoring provider by a clear margin was The White Horse Federation.

Financial and Staff Implications

9. 9. There are none arising directly from this report. However, once an approved sponsor has been confirmed by the Secretary of State there will be a need for significant and on-going liaison with council officers.

RECOMMENDATION

10. **The Cabinet is RECOMMENDED to agree**

- (a) **The White Horse Federation as the recommended provider to be submitted to the Secretary of State for Education for final agreement;**
- (b) **The Cabinet is RECOMMENDED to agree that in future the preferred provider for a new school should be approved by Lead Member for Children, Education and Families rather than Cabinet, unless there are exceptional circumstances.**

JIM LEIVERS

Director for Children's Services

Background papers: Cabinet paper – 21 May 2013

Contact Officer: Charlotte Christie, Academies and Collaborations Co-ordinator
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June 2014

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CABINET –15 JULY 2014

BUSINESS MANAGEMENT AND MONITORING REPORT QUARTER 4 2013-2014

Report by Head of Policy, Maggie Scott

Introduction

1. This paper provides details of performance for quarter four for Cabinet to consider. Performance dashboards are included at Annex 1 for information and discussion.
2. The key issues this quarter remain largely the same as in quarter three. Cabinet are asked to take particular note of these five issues;
 - The continued issues over reablement and proposed actions (Paragraph 5).
 - The actions being taken to reduce assessment waiting times (Paragraphs 9 & 10).
 - The continued increase of children on a child protection plan (Paragraph 13).
 - Quarterly comparative data from Ofsted showing the number of schools in Oxfordshire classed as inadequate as higher than target (Paragraph 16).
 - The effect of the adverse weather and flooding on our ability to maintain and improve the roads (Paragraph 18).

Key Performance Issues

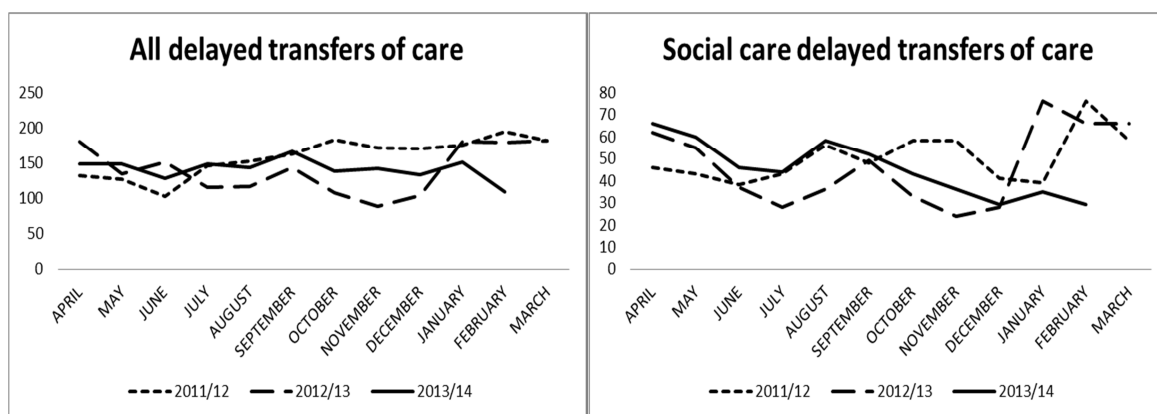
3. This section discusses the key performance issues that arise from the performance dashboards. The dashboards can be found in Annex 1. We continue to work on the way information is shown on the dashboards to ensure that they can be read more easily and conclusions about target performance clearly drawn.

Adult Social Care

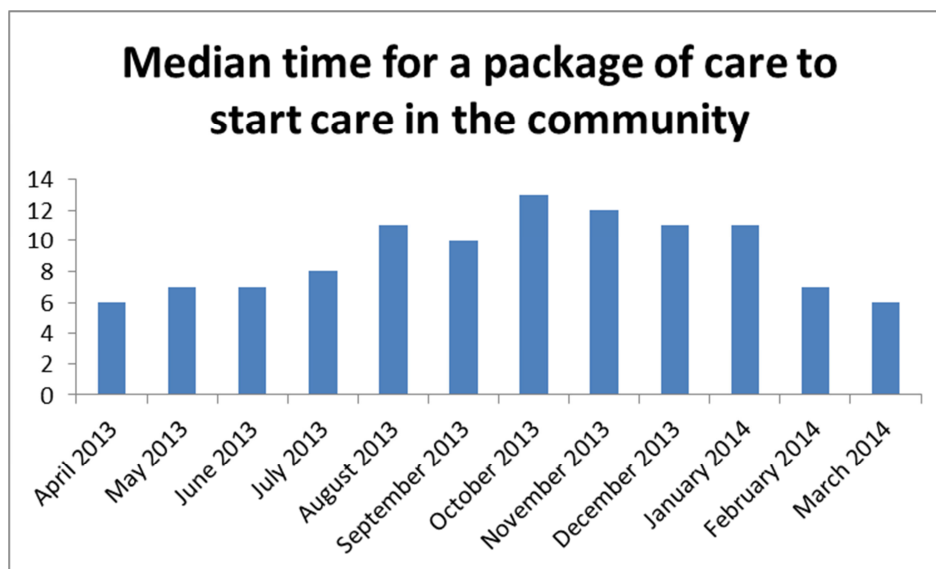
4. Nationally, the performance of Adult Social Care is monitored on the Adult Social Care Outcome Framework. Within this framework, Oxfordshire's performance, in comparison with other authorities, in 2012/3 was good, with two thirds of the measures better than the national average. Provisional results for 2013/14 show further improvements, with people who use services reporting even higher levels of satisfaction, with 66% of people very satisfied with services and 90% satisfied. Performance this quarter, as shown in the corporate dashboard, is also positive with three quarters of the measures hitting the target. There remain two main areas of concern, the growing

demand for services and the availability of responsive services to meet that demand, which becomes apparent in people waiting for appropriate services.

5. The number of people receiving a **reablement** service is measured by the average number of people starting the service per day. This year, the number of people receiving reablement has risen by 16%, from starting position 6.5 per day to 7.6 per day at the end of quarter four. This improvement remains below the target of 9 per day. The majority of people receiving reablement are referred to the service from hospital; although it is also possible for referrals to be made by G.P.'s, housing providers, and staff working in the community information network service (which is just getting up to speed). The Council, with its partners, are developing a communications plan to increase the numbers of referrals to reablement from this wider range of practitioners. Additionally a review of the qualification criterion for the reablement service is being carried out, to ensure that people who could benefit from the service are not excluded from receiving it. Consideration is also being given to commissioning joint packages of care, enabling reablement service staff to work alongside existing domiciliary care providers. Delivering reablement in this way provides the opportunity to reduce the on-going care needs of individuals, through reablement, without having to enforce a break in existing care arrangements.
6. There remain a small number of people (13 in total) still receiving care from reablement service staff, whilst they wait for long term care to be arranged. This figure needs to be kept to a minimum if the service is to pick up new cases. The Council, who arrange the long term care, and reablement service providers have agreed revised incentive payments whereby the service can bill the Council for each day that someone is delayed more than two weeks.
7. As in previous quarters, **delayed transfers of care** remain an issue in quarter four, although the number of delays has dropped by a quarter since the start of the year. Most delays are for people in acute care who need to be discharged to non-acute care, usually a bed in a NHS community hospital. Delays for which the Council are directly responsible have more than halved in the year. These delays are for people waiting to be discharged to the reablement service, a care home placement or long term care at home. Work to improve the patient flow through the discharge pathway avoided the winter spike experienced last year, and has resulted in overall delayed transfers of care being at a level that is considerably lower than this time last year. However, in previous quarters this year delays were marginally higher than last year. Therefore the average number of people delayed rose by 1% in 2013/14 compared to 2013/13, from 140 to 142 people. In contrast, the number of days people were delayed dropped by 6%. Improvements to the pathway and patient flow will need to be maintained into next year and are overseen by weekly urgent care summit meetings. The improvements include providing increased social work cover and incentive payments to providers to start long term care packages more quickly.

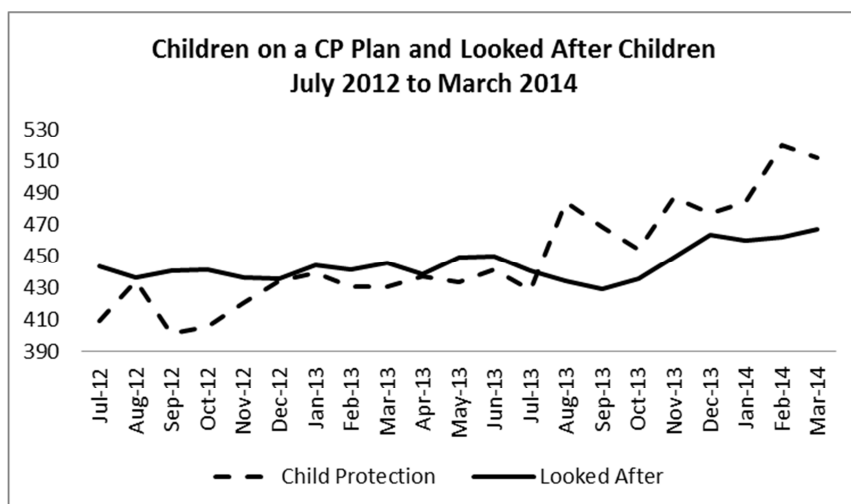


8. The number of **permanent care home placements** made in Oxfordshire is amongst the lowest in the country, ranking 28th out of 150 authorities, but the number of placements made has grown throughout the last year. 626 people were permanently placed in a care home in 2013/14 (12 per week) compared to 582 (11.2 per week) in the previous year. This rise places performance outside of the ambitious target of only 400 placements across the year. Most of these placements were made in the first part of 2013/14 and were the result of the policy of using assessment beds in care homes, to reduce delayed transfers of care. This policy has now been reversed and placements have steadily fallen, to an average of 10 placements a week. The ambitious target set in 2013/14 has been revised for 2014/15, to an average of 10.5 care home placements per week, which will still ensure an improvement to current performance levels and that fewer people are placed in care homes in Oxfordshire than most other areas.
9. **Assessment waiting times** have fallen in the last quarter, although the number of people still waiting more than 28 days for an assessment is not yet on target. Short term measures, such as lending staff between teams, are helping to reduce the numbers waiting. A longer term solution is needed and the responsible localities model that is being designed as part of the Adult Social Care Improvement Programme should result in no wait for assessment. The model, which will introduce self-assessment, make processes more efficient and re-configure staff, is anticipated to be in operation in 2015/16.
10. **The number of people waiting more than 28 days from assessment to receipt of service** has risen this quarter, but is still performing significantly better than the target. The underlying issues associated with the availability of social care workforce in Oxfordshire are the key contributing factors. Funding from Health Education Thames Valley will be key to improvements later in the year as a workforce strategy is developed to improve supply and responsiveness of social care provision.



Children Education and Families

11. In terms of **keeping children safe**, Oxfordshire children's social care tends to perform better than other authorities on key measures of timeliness and outcomes. Children are assessed more quickly; child protection investigations are concluded in a more timely manner and children wait less time to be adopted. Outcomes (with the exception of educational attainment) are generally better for looked after children in Oxfordshire than elsewhere; fewer receive a caution or conviction; more have up to date health checks and more care leavers are in employment, education and training than elsewhere. The main issue for this quarter and indeed across the last two years has been the growth of children on child protection plans, and to a lesser extent, looked after children.



12. Work is being carried out to mitigate the effect of these increased caseloads and includes:

- Funding additional independent reviewing officers

- Reviewing caseloads across varying teams to reduce average caseloads. A proposal for this is being developed and will be presented to CCMT as part of the proposal to integrate social care and early help services.
 - Increased monitoring of key measures. For example, providing daily reports on the allocation of cases
 - Reviewing existing children in need cases and closing appropriate cases, to reduce workload.
 - Developing work on integrating early help and social care services will support vulnerable children and their families and will ensure early help is more robust, thus reducing the numbers of children who are escalated to children's social care.
13. A contributing factor to the current increase in the number of children on child protection plans is the percentage of children on a child protection plan that have previously been on a plan. The numbers of children on child protection plans that have previously been on a plan continued to rise in the quarter to over 21% (from 17.5% in Q1). In quarter three a review of these plans suggested that a common reason for a repeat plan is a new episode of domestic violence caused by a new partner. This learning is now being used to shape decisions about plan cessation.
14. Performance across 2013/14 in relation to the placements offered to looked after children demonstrated that work on the placement strategy is beginning to have a positive impact. Thirty seven new households have been approved to foster children in the year and twenty new households have been approved as friend or family homes in the year. This increase in placement options within the county has meant that, although the number of looked after children has grown by 12% in the year, the number of children placed out of county and not in neighbouring authorities only grew by 6%. Any out of county placements are agreed by a senior manager who assesses whether they are in the best interests of the child. Children who are placed out of county are also reviewed regularly, to ensure they are still meeting the needs of the child and are still required. Actions are also being taken to mitigate the risks of looked after children being placed out of county. These include, extending the scope of family and placement support services to offer flexible support packages and improving monitoring of missing children out of county.
15. There are areas of **educational attainment** which continue to be highlighted as performance issues. While the proportion of children attending good or outstanding primary and secondary schools has continued to increase the number of schools that are judged to be inadequate remains higher than target. The school improvement framework will ensure appropriate support is provided and appropriate challenges made to ensure that schools improve.
16. Final validated data relating to Key Stage 4 has been published by the Department for Education during the last quarter, and is included for information in Annex 1. The relative performance of specific groups of pupils

in Oxfordshire remains below that nationally and remains a priority area for the coming year. This validated educational attainment data is being fully examined by Education Scrutiny Committee.

17. Measures demonstrating the council's performance with regard to **narrowing the gap of educational attainment** are of concern this quarter. Considerable work to contact and track young people not in education, training or education (NEET) has led to a substantial reduction in those whose status is unknown from 33% to 11.8% at the end of 2012/13, but this still remains above target. School exclusion rates and absence rates continue to decrease, although the level of persistent absence in Oxfordshire secondary schools continues to be the highest among our statistical neighbours. To improve attendance at school, the absence strategy has been reviewed and a new attendance policy is due to be launched in June 2014.

Economy and Environment

18. The impact of flooding and adverse weather during the last quarter has increased the number of **highways defects** and impacted on our ability to repair the defects within the required timescales. There was a 19.5% increase in defects posing an immediate risk of injury within two hours. The diversion of resources to deal with highway defects that need to be repaired within 2 hours has impacted on repairing defects within the 28 day period, which has seen a 6.1% rise.
19. Flooding also impacted on **processing of concessionary fare** applications due to the diversion of staff resources to handle call volumes. Early indications from recent performance reviews are that for the next quarter service will be back within target levels.
20. The introduction of Microsoft Dynamics to the Customer Services Centre affected the time taken to **process blue badge applications** this quarter, a 15% fall in the expected rate. Incremental improvements have been made and it is expected that performance next quarter will be back within target levels.

RECOMMENDATION

21. **Cabinet is RECOMMENDED to note and discuss the performance reported in the dashboards.**

Maggie Scott
Head of Policy

Contact Officer: Jo Godwin, Policy and Performance Officer x5723

**ANNEX 1
SOCIAL AND COMMUNITY SERVICES**

		Target	March benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
Reablement Service										
1	Ensure all people wait no more than 5 days for their reablement service to start	100%	n/a	42%	55%	62%	52%	R	Sara Livadeas	
2	Number of people accessing reablement	9 per day 3250 pa	6 per day	7.5	7.3	7.6	8.0	R	Sara Livadeas	
3	Increase the proportion of people completing the reablement service will have been sufficiently supported so they need no on-going care	55%	50%	50%	51%	60%	54%	A	Sara Livadeas	
Waiting Lists										
4	Reduce the number of people not receiving a service who are waiting for more than 28 days for an assessment from 390 in March to zero from the end of June	0	390	198	339	358	270	A	John Dixon	
5	Ensure the number of people waiting more than 28 days from assessment to receipt of services does not increase in the year (baseline 39)	35	35	14	19	6	12	G	John Dixon	
5a	Older People waiting for a care home (> 28 days) without a current service	31	31	12	0	3	9	G	John Dixon	
5b	Older People waiting for a care package (> 28 days) without a current service	3	3	2	6	3	0	G	John Dixon	
5c	Adults with a physical disability waiting for a service (> 28 days)	1	1	0	13	0	3	A	John Dixon	
6	Reduce the average (median) time for a package of care to start care in the community	10	10	7	9	12	7	G	Sara Livadeas	
Personalisation										
7	Ensure that at least 75% of eligible people remain on Self-Directed Support by April 2013	75%	71%	73%	75%	81%	80%	G	John Dixon	
8	Increase the number of people using social care who receive a direct payments	1350	1235	1277	1313	1447	1480	G	John Dixon	Cumulative data
9	% of service users who have had a review in the last 12 months	75%	73%	76%	75%	78%	79%	G	John Dixon	
Delayed Transfers of Care										
10	Reduce delayed transfers of care by the end of March 2014.	Outside bottom quartile	182	135	166	133	134	R	John Jackson	
10a	Reduce delayed transfers that are the responsibility of social care by the end of March 2014.		66	44	52	30	32	G	John Jackson	
10b	Reduce delayed transfers that are the responsibility of both social care and both (social care & health) by the end of March 2014.		30	30	27	28	29	A	John Jackson	
Care Home Placement										
11	Place no more than 400 people in a care home in the year commencing October 2012	400	582	173	324	479	611	R	John Jackson	Although off targets quarterly figures fell consistently through the year. Cumulative data.
12	Increase the number of older people supported in the community with a personal budget for long term care	2410	2122	2177	2266	2267	2433	G	John Jackson	Cumulative data.
Carers Services										
13	Increase the number of carers known and supported	15265	13877	14255	14656	15100	15474	G	Sara Livadeas	All measures on target. Cumulative data.
14	Increase the number of carers accessing emergency support	2800	2564	2757	2983	3074	3234	G	Sara Livadeas	
16	Increase the number of carers offered a Direct Payment	1900	1883	550	1156	1674	2146	G	Sara Livadeas	

		Target	March benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
Health & Safety										
17	Progress against Health & Safety Part 3 Policy Action Plan	status	n/a	G	G	G	G	G	John Jackson	Audit of actions complete
Contract Monitoring										
18	All follow up actions from contracts completed within 3 months	100%	n/a	n/a	n/a	n/a	n/a	A	Sara Livadeas	Data not available and not practical to collect without a dedicated contract monitoring computer system
19	All contracts will be renewed in a timely way to ensure compliance with Contract Procedure Rules and minimise the number of exemption requests	100%	n/a	100%	100%	100%	100%	G	Sara Livadeas	

Financial Performance							
		Target	Based on position at the end of 2013/14 reported to cabinet on 17 June 2014	Direction of travel	On Target	Lead Officer	Notes
20	Actual expenditure for Adult Social Care and Joint Commissioning was in line with the latest agreed budget	<2.0% of net budget	+£0.698m or +0.4%	Overspend has reduced since Q3	Yes	John Dixon / Sara Livadeas	Overspends on the Older People, Equipment and Learning Disabilities Pooled Budgets. Underspend on the Physical Disability Pooled Budget and Joint Commissioning.
21	Actual expenditure Fire and Rescue and Community Safety was is in line with the latest agreed budget	<2.0% of net budget	-£0.213m or -0.8%	Overspend has decreased since Q3	Yes	Dave Etheridge	
22	Pooled Budget Reserves as at 31 March 2014	-	£4.017m	↓	-	John Jackson	Reduced from £8.984m at 1 April 2013. Further contribution of £0.459m held in the Grants & Contributions reserve.
23	Other Directorate Reserves as at 31 March 2014	-	£0.692m	↓	-	Dave Etheridge	Fire Control and other Fire & Rescue Community Safety Reserves.
24	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	1	n/a	-	John Jackson	Virements transferring further expenditure and income pooled budgets to the Older People's Pool that could not be achieved. Additional funding was allocated to the Equipment Pool.
25	Planned savings for 2013/14 assumed in the MTFP have been achieved	100%	83.4%	% achieved is unchanged from Q3	No	John Jackson	£2.300m corporate contingency was used to offset savings on the Older People Pooled Budget were agreed by Council on 9 July 2013.

CHILDREN EDUCATION AND FAMILIES

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		Target	March (or 11/12 ac yr) Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
Keeping Children Safe										
1	Number of referrals to children's social care (broken down by referring agency)			1399	1404	1226	1781	n/a		
2	% of referrals to children's social care that result in no further social care action (broken down by referring agency)	See Table 1								
3	% of Child Protection reviews completed on time	>98%	96.3%	98%	95.10%	96.10%	96.50%	A	Lucy Butler	
4	% of visits to children on child protection plans completed in line with the plan and within the Council's 28 day standard	90%	64.6%	82.4%	88.70%	85.70%	87.9%	A	Lucy Butler	
5	% of children starting a plan who have previously been on a plan	<15%	4.7%	17.5%	15.90%	20.90%	21.20%	A	Lucy Butler	
6	% of Looked after reviews completed on time	>90.5%	83.5%	92.4%	94.50%	93.00%	90.4%	G	Lucy Butler	
7	% of visits to looked after children completed in line with the plan and within the Council's 90 day standard	90%	76.2%	88.8%	95.10%	91.40%	96.6%	G	Lucy Butler	
8	% of cases without an allocated social worker (CP Plans)	0%	1.4%	0.0%	0.00%	0.00%	0.00%	G	Lucy Butler	
9	% of cases without an allocated social worker (Looked after)	0%	2.90%	0.0%	0.00%	0.00%	0.00%	G	Lucy Butler	
10	Short term looked after placement stability (less than 3 moves in a year)	<8%	0%	4.7%	3.50%	6.30%	9.6%	A	Lucy Butler	
11	Long term looked after placement stability (same for 2.5 years)	73%	72.3%	72.8%	70.40%	67.00%	66.00%	A	Lucy Butler	
12	Per cent of looked after children who have had a change in social worker	No target	n/a	16.4%	33.60%	38.00%	42.40%	n/a	Lucy Butler	
13	Number of children adopted as a per cent of all children who ceased to be looked after	14%	14.4%	8.5%	15.60%	15.20%	17.30%	G	Lucy Butler	
14	The number of children who repeatedly go missing from home (>2 occasions)	<12.2%	12.2%	7.9%	10.50%	12.60%	15.30%	A	Jim Leivers	
15	The number of children placed out of county and not in neighbouring authorities	50	48	53	51	55	51	A	Lucy Butler	
Raising Attainment										
16	% children attending primary schools judged good or outstanding by Ofsted (academic year)	70% 12/13 78% 13/14	59%	70%	72%	74%	77%	G	Frances Craven	
17	% children attending secondary schools judged good or outstanding by Ofsted (academic year)	75% 12/13 85% 13/14	65%	84%	84%	80%	80%	A	Frances Craven	
18	Number of schools (maintained and academies) judged inadequate in their most recent Ofsted inspection (academic year)	8 12/13 Drop by 25% 13/14	11	11	10	11	12	R	Frances Craven	
Narrowing the Gap										
19	Primary school persistent absence rate	2.57% 12/13	3.0% 11/12 ac yr	2.9% 12/13 final	0.1% (46) Term1	0.4% (152) Term1-2	0.8% (356) Term1-3	A	Frances Craven	
20	Secondary school persistent absence rate	7.2% 12/13	6.1% 11/12ac yr	6.9% 12/13 final	0.5% (101) Term1	1.3% (334) Term1-2	2.9% (743) Term1-3	n/a	Frances Craven	
21	Overall Permanent exclusions	39 12/13	30 11/12acyr	48 unvalidated	x Term1	6 Term1-2	16 Term1-3	A	Frances Craven	
22	Overall Fixed Term exclusions	<3200 12/13	3570 11/12 acyr	2824 unvalidated	337 Term1	900 Term1-2	1233 Term1-3	n/a	Frances Craven	

		Target	March (or 11/12 ac yr) Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
23	Proportion of young people Not in Education, Employment or Training (NEET)	5% (900)	5.4% (925)	5.8% (1027)	7.4% (919)	4.8% (838)	4.7% (813)	G	Frances Craven	
24	Proportion of young people whose NEET status is 'not known'	5% (900)	33% (6,345)	25.5% (4,711)	64.1% (11,766)	20.6% (3,745)	11.8% (2,130)	R	Frances Craven	
25	Reducing rate of first time entrants to criminal justice per 100,000 10-17 year olds	26.0 - r 421- no	32.0 (rate) 198 (no.)	38	89 ytd	115 ytd	150	G	Frances Craven	
26	Looked after children overall absence rate	<3% 12/13	4.6% 11/12	4.4% reported cohort 5.9% whole cohort 2012/13	Term 1 3.7% reported 5.6% whole	Term1-2 3.6% reported 6.0% whole	Term1-3 3.7% reported 6.0% whole	A	Frances Craven	
27	Looked after children persistent absence rate	tbc	<5%	13/14 5.2% reported 14.6% full	Term 1 5.7% (9) reported 11.3% (27) whole	Term1-2 4.5% (7) reported 13.5% (36) whole cohort	Term1-3 5.2% (8) reported 14.6% (41) whole		Frances Craven	
28	Looked after children permanent exclusions	0 12/13	0	0	0	0	0	G	Frances Craven	

Financial Performance							
		Target	Based on position at the end of 2013/14 reported to cabinet on 17 June 2014	Direction of Travel	Target	Lead Officer	Notes
29	Actual expenditure for Education & Early Intervention was in line with the latest agreed budget	<2.0% of net budget	-£0.068m or -0.1%	Underspen d has decreased since Q3	Yes	Frances Craven	Includes an overspend of +£1.352m on Home to school Transport offset by underspends elsewhere.
30	Actual expenditure for Children's Social care was in line with the latest agreed budget	<2.0% of net budget	-£0.016m or - 0.0%	Overspend has decreased since Q3 (*)	No(*)	Lucy Butler	Reflects an increase in the number of support days along with an increase in the number of support days in higher cost placements and the potential cost of 20 new placements. (*) Underlying overspend was +£1.183m before taking into account a supplementary estimate of £1.200m
31	Actual expenditure Children, Education & Families Central costs was in line with the latest agreed budget	<2.0% of net budget	+£0.180m or +2.9%	Overspend has increased since Q3	No	Jim Leivers	
32	School Reserves as at 31 March 2014	-	£25.444m	↓	-	Jim Leivers	Reduction from £27.235m as at 1 April 2013 includes balances being transferred to schools which have converted to academies.
33	Directorate Reserves as at 31 March 2014	-	£5.709m	↓	-	Jim Leivers	Includes £1.802 for school improvement projects and £1.745m for Thriving Families
34	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	n/a	-	Jim Leivers	
35	Planned savings for 2013/14 assumed in the MTFP have been achieved	100%	85.6%	% forecast to be achieved is unchanged from Q2	No	Jim Leivers	Savings from home to school transport and all – rights exhausted have not been achieved because of overspends in those areas. The on-going effect will be considered as part of the 2015/16 service & Resource Planning Process.

Table 1 – Referrals by Source – April 2013 to March 2014

Agency	Referrals	% Referrals	No. Assessments	NFA after referral	% NFA after referral
Anonymous	307	5.28%	84	223	72.64%
Education	855	14.72%	661	194	22.69%
Health Services	943	16.23%	621	322	34.15%
Housing	64	1.10%	40	15	23.44%
Individual	507	8.73%	294	105	20.71%
LA	565	9.72%	425	87	15.40%
Other	606	10.43%	342	121	19.97%
Police	1834	31.57%	1058	508	27.70%
Unknown	129	2.22%	96	44	34.11%
Grand Total	5810	100.00%	3621	2189	37.68%

CHILDREN EDUCATION AND FAMILIES - Achievement and Attainment Indicators reported annually

		Target 12/13	11/12 Benchmark	12/13 actual	On Target	Lead Officer	Notes
Raising Achievement							
1	EYFS - % reaching a good level of development (indicator redefined from 2013 – no benchmarking data available).	New measure	New measure	48%		Frances Craven	
2	KS1 - % level 2b+ reading	80%	78%	81%	G	Frances Craven	
3	KS1 - % level 2+ reading	90%	88%	89%	A	Frances Craven	
4	KS1 - % level 2+ writing	81%	83%	86%	G	Frances Craven	
5	KS1 - % level 2+ maths	91%	91%	93%	G	Frances Craven	
6	KS2 - % level 4+ reading, writing & maths (indicator redefined from 2013)	80%	77%	78%	A	Frances Craven	
7	Oxfordshire's rank nationally for KS2 level 4+ reading, writing & maths	Top quartile by 2014	2nd quartile	2 nd quartile (39 th)	A	Frances Craven	
8	% making expected 2 levels of progression KS1-2 reading	87%	92%	90%	G	Frances Craven	
9	% making expected 2 levels of progression KS1-2 writing	87%	92%	93%	G	Frances Craven	
10	% making expected 2 levels of progression KS1-2 maths	88%	88%	89%	G	Frances Craven	
11	Number of primary schools below KS2 Floor Standard	2	1	7	R	Frances Craven	
12	KS4 - % 5 A*-C GCSEs including English & maths	61.0%	57.9%	60.6%	A	Frances Craven	
13	Oxfordshire's rank nationally for KS4 – 5 A*- C inc English and maths	Top quartile by 2014	3 rd quartile (88 th)	3 rd quartile (80 th)	A	Frances Craven	
14	% making expected 3 levels of progression KS2-4 English	70%	65%	71%	G	Frances Craven	
15	% making expected 3 levels of progression KS2-4 maths	72%	71%	72%	G	Frances Craven	
16	Number of secondary schools below KS4 Floor Standard (Nb definition of floor standards changes in 2014)	0	1	0	G	Frances Craven	
17	FSM pupils - % making expected progress KS1-2 reading	90%	87%	84%	R	Frances Craven	
18	FSM pupils - % making expected progress KS1-2 writing	91%	89%	89%	A	Frances Craven	

		Target 12/13	11/12 Benchmark	12/13 actual	On Target	Lead Officer	Notes
19	FSM pupils - % making expected progress KS1-2 maths	85%	82%	82%	A	Frances Craven	
20	FSM pupils - % making expected progress KS2-4 English	54%	46%	43%	R	Frances Craven	
21	FSM pupils - % making expected progress KS2-4 maths	51%	43%	45%	R	Frances Craven	
22	School Action Plus pupils - % 5 A*-C GCSEs including English & maths	15%	7%	10%	R	Frances Craven	
23	School Action Plus pupils - % making expected progress KS1-2 reading	77%	75%	75%	A	Frances Craven	
24	School Action Plus - % making expected progress KS1-2 writing	87%	85%	86%	A	Frances Craven	
25	School Action Plus pupils - % making expected progress KS1-2 maths	70%	68%	73%	G	Frances Craven	
26	School Action Plus pupils - % making expected progress KS2-4 English	35%	33%	33%	A	Frances Craven	
27	School Action Plus pupils - % making expected progress KS2-4 maths	30%	25%	24%	R	Frances Craven	
28	Looked After Children - % 5 A*-C GCSEs including English & maths	14% (reported cohort)	9.1% (4/44) reported cohort 4.3% (2/47) whole cohort	supressed	R	Frances Craven	
29	Looked After Children - % making expected progress KS2-4 English	No target set		31% (9/35) reported cohort 30% (11/47) whole cohort		Frances Craven	
30	Looked After Children - % making expected progress KS2-4 maths	No target set		26% (8/35) reported cohort 21% (8/47) whole cohort		Frances Craven	

ECONOMY & ENVIRONMENT

		Target	Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
Maintaining and improving roads										
1a	% of defects posing an immediate risk of injury repaired within two hours.	98%	2012-2013 98%	99.7%	100%	99.4%	97.5%	A	Mark Kemp Jim Daughton	Impact of flooding and adverse weather has caused pressure on all defect measures. Significant resources deployed to deal with the significant rise in reported Cat 1 defects
1b	% of defects posing an immediate risk of injury repaired within 24 hours.	98%	2012-2013 98%	99.8%	100%	100%	98.8%	G	Mark Kemp Jim Daughton	
1c	% of defects that create a potential risk of injury repaired within 28 calendar days.	80%	2012-2013 75%	75.2%	93%	91.7%	62.3%	R	Mark Kemp Jim Daughton	
2	Number of highway defects (in comparison to same quarter in previous years)	Maintain level	Qtr3 2012-13 8, 814	13844	11939 16% increase	9092 defects 3.17% increase	13799 defects 6.1% increase	A	Mark Kemp Steve Smith	1,219 of these are cast 1 (2hr) defects which is a 19.5% increase. This has had a significant impact on the ability to programme and repair 28 day defects
3	Overall public satisfaction with the highways maintenance	50%	NHT Annual Public Satisfaction Survey 2011 Nov 49.11% 3rd Quartile 12th/22	48.59%	49%	NHT 2013 results 50.2%	-	G	Mark Kemp Yim Kong	Results are published annually
4a	% of principle (A roads) network in need of structural (requiring capital spend) maintenance	Annual	Surveyed Sept- Nov using nationally set methodology	5%	5%	Results due Qtr4	5%	G	Mark Kemp Steve Smith	
4b	% of non-principle (B + C roads) network in need of structural maintenance	2012 5%	Surveyed Sept- Nov using nationally set methodology	11%	11%	Results due Qtr4	9%	G	Mark Kemp Steve Smith	
4c	% of unclassified roads in need of structural maintenance	Annual	Surveyed Sept- Nov using nationally set methodology	15%	15%	Results due Qtr4	18%	A	Mark Kemp Steve Smith	
5	% of highways maintenance schemes delivered against programme	2012 10%	This figure will be based on progress against agreed definitive programme	-	89%	100%	100%	G	Mark Kemp Steve Smith	
6	Improve the traffic flow into Oxford (reducing congestion)	339	Average journey time per mile on key strategic routes in Oxford using ANPR technology	368	341	376	401	R	Mark Kemp Steve Smith	This is due to flooding Jan/Feb resulting in Abingdon Rd and Botley Rd being temporarily closed
Protecting and enhancing the environment through strategy and infrastructure planning										
7	Percentage of minerals and waste applications determined within 13 weeks	70%	2012/13 average for English counties against National Indicator 55%	75%	45%	72%	67%	A	Peter Lerner Chris Kenneford	Small drop below the target % in Q4, due to the length of time required to conclude a legal agreement for one major application. Overall performance still likely to be well above the average for all English Counties in 2013/14. Also well above the performance threshold at which the CC would be at risk of losing its planning powers to the Planning Inspectorate.
8	Percentage of Council's own development applications decided within 13 weeks	80%	No National indicator, benchmark or published data on other authorities performance	90%	100%	66%	100%	G	Peter Lerner Chris Kenneford	
9	Percentage of major District Council applications responded to within deadline	80%	Statutory consultees on planning applications are expected by Government to submit their responses within 21 days	79%	64%	91%	80%	G	Peter Lerner Chris Kenneford	Data relates solely to the performance of Transport Development Control (and excludes final fortnight of Q4, results for which were not available at the time of writing). From 2014/15 onwards, data will relate to the performance of the County Council as a whole, under the new Single Response process.
Reducing the amount of waste going to landfill										
10	Percentage of household waste reused, recycled and composted across the county	61%	Oxfordshire is the best county council in the country at recycling and composting	61%	60%	61%	60%	A	Mark Kemp Trevor Askew	60% is Apr-Feb data only, Completed annual data will not be available until mid May. Decrease since Qtr3 is due to less green waste over Winter.
Providing excellent customer experience through our customer service centre										
11	Customer Service advisors answer calls within 20 seconds	80%	Bucks C/C 70% / 45 secs Camb C/C 70% / 20 secs Northamp C/C 80% / 20 secs	82%	81%	84%	83%	G	Graham Shaw Mark Peet	Sustained performance despite increase in call volumes on key lines during flooding episode in January
12	Percentage of customers that telephone the customer service centre that hang up before the call could be answered	5%	Buckinghamshire C/C 8% Cambridgeshire C/C 15% Northamptonshire C/C 5%	5%	6%	5%	4%	G	Graham Shaw Mark Peet	Less calls abandoned despite higher call volumes in January due to flooding
13	Customer needs (phone, email, face to face, letters) are dealt with at the first point of call	80%		92%	92%	98%	96%	G	Graham Shaw Mark Peet	

		Target	Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
14	Percentage of blue badge applications processed within 20 working days	95%		52%	86%	100%	85%	A	Graham Shaw Mark Peet	Fig for Feb (93%) and Mar (91%) are showing improving trend. Jan (72%) was lower due to the intro of changes to recording in Microsoft Dynamics which provide greater granularity to the data recorded. Additional changes have improved the process, with all eligibility assessments completed within 5days and most approved assessments processed within 3days where a full and complete application is received.
15	Percentage of Social Care Assessments completed within 5 workings days	90%		96%	98%	96%	95%	G	Graham Shaw Mark Peet	87% same day, further 5% next day
16	Concessionary fare applications processed within 10 working days	95%		72%	100%	95%	88%	A	Graham Shaw Mark Peet	Multi-skilled staff from Concessionary Fares Team diverted to Highways to deal with the high volume of flooding calls during January, explaining the reduction in the number of applications processed within 10 days for Quarter 4. With the return to business as usual for Feb and March, all applications are being assessed within 5 days, with most processed on the same day where a full and complete application is received.
Effectively managing our property assets										
17	All capital programmes developed and delivered to time and budget	95%	To be agreed	97%	88%	88%	85%	A	Mark Kemp Trevor Askew	In quarter slippage due to delayed start of the St Christopher's Primary School, Cowley project as a result of a lack of agreement of the licence with Oxford City.
Contract Monitoring										
18	All contracts monitored within agreed timescales	Operational contract monitoring meeting held monthly Strategic contract monitoring meeting held quarterly	Internal Governance	100%	100%	100%	100%	G	Mark Kemp Trevor Askew	Senior staff from OCC & Carillion have introduced weekly meetings to ensure that any issues, complaints, compliments are discussed and where relevant actioned.

Financial Performance							
		Target	Based on position at the end of 2013/14 reported to cabinet on 17 June 2014	Direction of Travel	On Target	Lead Officer	Notes
19	Actual expenditure for Strategy & Infrastructure was in line with the latest agreed budget	<2.0% of net budget	-£0.165m or -1.9%	Underspend has reduced since Q3	Yes	Peter Lerner (Interim)	
20	Actual expenditure for Commercial Services was in line with the latest agreed budget	<2.0% of net budget	-£0.707m or -1.1%	Reduced from an overspend of +£0.146m in Q3	Yes	Mark Kemp	Reduced overspend of =£0.218m for Highways Maintenance, offset by underspends on Waste management, Concessionary Fares and the energy costs of street lighting. Flooding in January and February 2014 impacted on ability to undertake highways maintenance.
21	Actual expenditure for Oxfordshire Customer services was in line with the latest agreed budget	<2.0% of net budget	-£0.125m or -1.3%	Underspend has increased since Q3	Yes (*)	Graham Shaw	(*) % is distorted as budget is net of recharges to other Directorates.
22	Directorate Reserves as at 31 March 2014	-	£10.287m	↓	-	Sue Scane	Decreased by £3.669m during 2013/14. Balance includes the surplus on the On-Street Parking Account.
23	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	n/a	-	Sue Scane	
24	Planned savings 2013/14 assumed in the MTFP have been achieved	100%	86%	% expected achieved has increased from Q2 forecast	No	Sue Scane	Where savings haven't been achieved the impact has been managed within the overall outturn position for 2013/14. Any on-going effects have been considered as part of the 2014/15 S&RP process.

PUBLIC HEALTH

		Target	National Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
NHS Healthchecks										
1	Number of people offered health checks	39114	n/a	9938	20329	20329	41368	G	Val Messenger	
2	% uptake of health checks offered	50%	n/a	41.9%	46%	46.5%	45.9%	A	Val Messenger	
National Children's Measurement Programme										
3	% of all children measure in reception	90%	n/a	93.5%	93.5%	93.50%	93.50%	G	Val Messenger	Qtr 1 figures as figures only available once a year
4	% of all children measured in Year 6	90%	n/a	90.3%	90.3%	90.5%	90.30%	G	Val Messenger	Qtr 1 figures as figures only available once a year
Sexual Health										
5a	Number of staff trained with Safeguarding training (GUM Services)	90%	n/a	100%	Level 2- 100% Level 3 – 100%	Level 2 – 100% Level 3 – 100%	Level 2 100% Level 3 100%	G	Val Messenger	
5b	Number of staff trained with Safeguarding training (CASH Services)	90%	n/a	82%	Level 1- 100% Level 2 – 82%	Level 1 -100% Level 2 – 88%	Level 1 -100% Level 2 – 94%	G	Val Messenger	
6	Percentage of appointments offered within 48 hours (GUM Services)	99%	n/a	99.9%	99.9%	99.8%	98.7%	A	Val Messenger	
7	Percentage of appointments where client is seen within 48 hours of first contact (Gum Services)	85%	n/a	89.9%	86.1%	85%	85.89%	G	Val Messenger	

Financial Performance							
		Target	Based on position at the end of 2013/14 reported to Cabinet on 17 June 2014	On Target	Direction of Travel	Lead Officer	Notes
8	Actual expenditure was in line with the latest agreed budget	< 2.0% of gross budget	£4.260m or -16.9%	No (*)	Underspend has increased since Q 2	Jonathan McWilliam	Funded by a ring-fenced grant. The underspend has been placed in the Grants and Contributions Reserve (Part of Cross Directorate reserves below) for use for Public Health purposes in future years. As agreed by Council on 20 May £2.000m will be used to support the provision of children's homes in 2014/15.
9	Directorate Reserves as at 31 March 2014	-	n/a	-	-	Jonathan McWilliam	
10	Number of 2013/14 budget virements requested requiring Council approval as they were a change in policy	-	0	-	-	Jonathan McWilliam	
11	Planned savings for 2013/14 assumed in the MTFP have been achieved	n/a	n/a	n/a	n/a	Jonathan McWilliam	As it was a new service that is wholly grant funded Public Health did not have any savings to achieve in 2013/14.

FIRE SERVICE

		Target	National Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
1	Number of lives saved per year against the OFRS 10 year 365Alive target through our emergency response and preventative activity concerning fires and road traffic collisions	37	n/a	18	35	51	tbc	G	Pete Cleary	Already exceeded 10 year target
2	Amount of money saved to the economy per year from reductions in fires involving homes, business and road traffic collisions	£10,000,000	n/a	£3,991,736	£11,324,264	£16,548,648	tbc	G	Pete Cleary	Already exceeded 10 year target
3	Number of citizens provided with safety advice / education per year	£84,000	n/a	74,145	148,634	239,033	tbc	G	Pete Cleary	Already exceeded 10 year target
4	Amount of fire stations in Oxfordshire available for emergency response	100%	n/a	92.58%	91.8%	91.99%	92.01%	A	Nigel Wilson	We are satisfied with this outturn taking into account Industrial Action and Flooding. Still achieving Response standards
5	Percentage of vulnerable clients referred from Adult Social care offered a Home Fire Risk Check	100%	n/a	100%	-	-	83.18%	A	Stuart Garner	1.249 addresses provided by SCS of which 1,039 were offered a Home Fire Risk Check. The remainder 210 had already been visited by OFRS
6	Percentage of Key Stage 4 students offered young driver awareness education programme within academic year	100%	n/a	100%	-	-	-	n/a	Mick Clarke	Outturn not available until end of academic year

TRADING STANDARDS

		Target	2012/13 Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
1	Money saved for consumers as a result of our interventions	n/a	£424,549	£137,669	£21,140	£111,457	£79,764	G	Richard Webb	
2	Consumer complaints workloads	New monitoring arrangements	New measure	Priority 1 complaints closed – 70 Priority 2 complaints closed - 326	Priority 1 complaints closed – 67 Priority 2 complaints closed - 336	Priority 1 complaints closed – 45 Priority 2 complaints closed - 369	Priority 1 complaints closed – 38 Priority 2 complaints closed - 556	New measure	Richard Webb	
3	Success rate at resolving complaints	New indicator	New measure	34.2%	41%	40%	50%	New measure	Richard Webb	
4	Consumer and business satisfaction levels (3 months in arrears)	n/a	Consumer – 87% Business – 96%	Consumer – 86% Business - NYA	Consumer – 86% Business - NYA	Consumer – 90% Business - NYA	Consumer – 85% Business – 84%	G	Richard Webb	

IMPLEMENTATION OF COMMUNITY LIBRARY MODEL

		Target	National Benchmark	Q1	Q2	Q3	Q4	On Target	Lead Officer	Notes
1	Number of community libraries implemented	21 (by April 2015)	n/a	0	0	0	3	G	Jillian Southwell	
2	Number of community libraries in negotiation period	-	n/a		11	14	14	G	Jillian Southwell	

ADDITIONAL - 2013/14 FINANCIAL PERFORMANCE – QUARTER 4

Chief Executive’s Office							
		Target	Based on position at the end of 2013/14 reported to cabinet on 17 June 2014	On Target	Direction of Travel	Lead Officer	Notes
1	Actual expenditure was in line with the latest agreed budget	< 2.0% of net budget	-£0.878m or -1.6%	Yes (*)	Underspend has increased since Q3	Joanna Simons	Law and Culture underspent by -£0388m and the remainder reflects a range of underspends across the directorate. (*) % is distorted as budget is net of recharges to other Directorates
2	Directorate Reserves as at 31 March 2014	-	£2.388m	-	↓	Joanna Simons	Reduced by £0.508m during 2013/14.
3	Number of 2013/14 budget virements requested requiring Council approval as they were a change in policy	-	0	-	n/a	Joanna Simons	
4	Planned savings for 2013/14 assumed in the MTFP have been achieved	100% achieved	100% achieved	Yes	-	Joanna Simons	
Corporate							
1	Actual expenditure for the Council was in line with the latest agreed budget	< 2.0% of net budget	-£1.318m or -0.3%	Yes	Reduced from overspend of +£3.021m in Q3	CCMT	Reduction includes supplementary estimates of £1.200m for Children's Social Care and £0.540m for Adult Social Care.
2	Cross Directorate Reserves as at 31 March 2014	-	£24.421m	-	-	CCMT	Includes the Grants and Contributions Reserve, Vehicle and Equipment Reserve and the ICT Projects Reserve. The balance at March 2014 includes £11.895m Dedicated Schools Grant.
3	Corporate Reserves as at 31 March 2014	-	£5.338m	-	-	Lorna Baxter	£4.253m held in the Efficiency Reserve will be used to support the Medium Term Financial Plan. £1.085m revenue underspend at the end of 2013/14 is held in the carry forward reserve.
4	Capital Reserves as at 31 March 2014	-	£29.022m	-	-	Lorna Baxter	Will be used to finance capital expenditure in future years.
5	Cash Flow Reserves as at 31 March 2014	-	£19.393m	-	-	Lorna Baxter	Being used to manage the cash flow implications of the variations to the Medium Term Financial Plan
6	General balances as a proportion of the original gross budget	-	£18.455m or 2.1%	-	n/a	Lorna Baxter	£3.039m Severe Weather Recovery Grant funding received in March 2014 is also being held in balances and will be spent in 2014/15.
7	Total revenue reserves as a proportion of the original gross budget	-	£130.193m or 12.2%	-	n/a	Lorna Baxter	
8	Capital programme use of resources compared to programme agreed in February 2013	90%	99% (*)	Yes		Sue Scane	(*) after adjustments for the impact of changes that have arisen due to factors not reflecting the performance of the programme.
9	Capital programme expenditure realisation rate		77% (*)	-	Actual expenditure was 49% of the total forecast expenditure in Q3	Sue Scane	Total capital expenditure was £62.0m in 2013/14. This was £14.9m higher than in 2012/13. (*) not adjusted for changes that have arisen due to factors not reflecting the performance of the programme.

Division(s): N/A

CABINET – 15 JULY 2014

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

Cabinet, 16 September 2014

- **Governance Review 2014**

To seek views to give to the Monitoring Officer on his draft recommendations on the Governance Review of the Council's decision-making arrangements, prior to formal submission of the recommendations by the Monitoring Officer to Full Council for decision.

Cabinet, Leader
2014/080
- **Staffing Report - Quarter 1 - 2014**

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

Cabinet, Deputy
Leader
2014/054
- **Outcome Based Contracting**

To seek agreement to the inclusion of Social Care services in Outcomes Based Contracting.

Cabinet, Adult
Social Care
2014/091
- **Ofsted Inspection of Children's Services**

To note and endorse the Council's response to the recent Ofsted Inspection of Children's Services.

Cabinet, Children,
Education &
Families
2014/093
- **Service & Resource Planning Report 2015/16 - 2018/19 - September 2014**

To provide background and context to the service and resource planning process for 2015/16 – 2018/19.

Cabinet, Finance
2014/053

Cabinet Member for Children, Education & Families, 8 September 2014

- **Bicester School - Capacity Strategy**

To approve the proposed strategy for school capacity in Bicester.

Cabinet Member
for Children,
Education &
Families,
2014/003

Cabinet Member for Environment, 4 September 2014

- | | |
|--|---|
| <ul style="list-style-type: none">▪ Proposed Minor Changes to Magdalen Road (North) CPZs
To seek approval to proceed.▪ Proposed Zebra Crossing - A415 Kingston Bagpuize
To seek approval of the proposals.▪ Proposed Puffin Crossing - A417 East Challow
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2014/038</p> <p>Cabinet Member
for Environment,
2014/066</p> <p>Cabinet Member
for Environment,
2014/065</p> |
|--|---|

Cabinet Member for the Fire Service & Corporate Plan, 8 September 2014

- | | |
|---|---|
| <ul style="list-style-type: none">▪ Community Risk Management Action Plan (CRMP) Fire & Rescue - Draft
To seek approval of the draft Community Risk Management Plan – Fire & Rescue. | <p>Cabinet Member
for the Fire Service
& Corporate Plan,
2014/056</p> |
|---|---|

Cabinet Member for Public Health & the Voluntary Sector, 3 September 2014

- | | |
|--|--|
| <ul style="list-style-type: none">▪ Chill Out Fund 2014/15 - September 2014
To consider applications received (if any) from the Chill Out Fund. | <p>Cabinet Member
for Public Health &
the Voluntary
Sector,
2014/055</p> |
|--|--|

Division(s):

CABINET – 15 JULY 2014

Didcot, New Primary School – Progress and Authorisation for Delegated Governance Approval

Report by Director for Environment and Economy

Introduction

1. Under the terms of the section 106 agreement for the 3,300 unit housing development at Great Western Park (GWP), Didcot, the County Council has secured land and funding to support delivery of 2 Primary schools and 1 Secondary School within the development.
2. The first of these schools, a 2FE Primary school is required by September 2015 in order to meet pupil pressures arising from the development.
3. Funding is captured within the Council's Capital Programme and design development work has been managed by Carillion in association with Atkins Global as Lead Consultant/Design for the scheme.
4. The school will be run as an Academy and GEMS have been confirmed as the Academy Sponsor
5. The Scheme has now been developed sufficiently to pass its first Capital Governance stage (Outline Business Case) to enable the scheme to be submitted for full planning permission.
6. The scheme is currently being developed further to enable detailed design to be completed in order to enable construction to start in October 2014, with completion in time to enable the school to be ready for use in September 2015.
7. The cost of the scheme is to be met by s106 contributions from the Great Western Park Development; further work during the next stage of design development will include investigations exploring ways of reducing the total scheme cost.

Pupil Pressures

8. It is anticipated that this Primary school will meet the need for additional primary age pupil places within the Great Western Park Area of Didcot from September 2015, as a result of the population growth generated by the Housing Development.
9. This project therefore supports the Council's statutory responsibility to ensure sufficiency of pupil places.

Options for Delivery

10. The Project Team have a procurement strategy which has 3 no. procurement routes which they recommend for this project:
 - Single stage Traditional route
 - Single stage Design & Build route
 - Procure through the County Council Partnership Framework
11. The final recommendation will be made during Stage 2 following consultation with contractors and OCC Partnership.

Communications Strategy

12. The Project Manager has been coordinating the design of the school and site with Atkins (OCC Design consultants) and the main Developer (Taylor Wimpey) on the Great Western Park site. Now that the school has an academy sponsor consultation with them has commenced and they will be able to influence the detailed design of the school, however the main building parameters are now set to allow for planning. The new school plans will be subject to public consultation as part of the planning process.

Exempt Information

13. The financial assessment provides information which, due to the imminent tendering of the project, could compromise best value to the authority and as a consequence is considered to be confidential in nature. The public should therefore be excluded during consideration of Annex 1 because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following category prescribed by Part I of Schedule 12A to the Local Government Act 1972 (as amended):

Category 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that where a tender or bidding process is in progress disclosure would distort the proper process of open competition and would prejudice the position of the authority in the process of the transaction and the Council's standing generally in relation to such transactions in future, to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

Financial Assessment

14. See Annexed stage 1 report.

Programme

15. In order for the Academy to be ready to admit pupils in September 2015, detailed design and production of the Full Business Case will be required by August 2014, this will allow for Full Business Case Approval, Contract Let and Mobilisation to happen during September with construction starting in October 2014.
16. Any delay in planning, completion of the Full Business Case or its approval will potential put at risk the ability to deliver the school for September 2015 and may result in further funding pressures on OCC to provide temporary teaching space for the Academy.

Outline Revenue Costs/Benefits & Value for Money Analysis

17. The New Academy will be responsible for all running costs which will be funded from their delegated budget. Resources for Academy budgets are provided by government and will increase in line with pupil numbers as the Academy grows over time. However there will be revenue required to support the school in the early years of operation as staff and running costs will be proportionally greater while the school population grows.
18. Financial information relating to Value for Money can be found in the Annex Stage 1 Report

RECOMMENDATION

19. **The Cabinet is RECOMMENDED to:**
 - (a) **Endorse the progress to date**
 - (b) **Delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the Stage 2 Full Business Case and the award of the construction contract**

SUE SCANE

Director for Environment & Economy

Background papers:

Great Western Park, Didcot Primary School – Stage 1 Outline Business Case

Contact Officer:

Len Key, Contract Performance Management, Property and Facilities 01865 780247

Kevin Griffin, Service Manager, School Organisation and Planning 01865 816457

Howard Cox, Infrastructure Framework, 01865 810436

Mark Holmes, Programme Manager, Property & Facilities 01865 780200

July 2014

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

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